



Lane Amateur Hockey Association
P.O. Box 50211, Eugene, Oregon 97405
www.laha.org Tel: 541.359.1197

LAHA Board of Directors Meeting

January Meeting Minutes

Thursday January 7th 2016

I. Call to order

Kelly McMahan called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:35 PM** on **January 7th, 2016** – Rink Exchange in Eugene, OR

Roll call: the following persons were present: Kelly McMahan, Derek Vinti, Brad Tye, Jenn Nyberg, Kara Minchin, Chris & Kelly Hayes and Flint Doungchak

II. Approval of minutes from last meeting

Remove Agenda off December's Executive Minutes; Board approved minutes; motioned by Derek, 2nd by Kara. – all in favour – Approved

III. Open issues - Reports

a) Treasurer

- i. Accounting Report - Derek distributed "Balance Sheet" Derek shared account summaries and other details with Board
- ii. Debit Card – Derek found that bank linked debit card to incorrect account, Derek in process of getting this rectified
- iii. Drop Box – no further discussion needed

b) Registrar

Registrations - Jenn

- a) Special Hockey → no IMRs received because not registered with USA Hockey – now complete
- b) Consent forms given to team managers were distributed by Jenn

c) Committees

- a. Coaches Committee – Flint
 - i. Coaches/Season end evaluation form: Flint’s proposal not completed, needs more input from other classes, specific clinics for coaches → educational programs
 - ii. Possibly in a week’s time to get evaluations; also looking into other coaching possibilities
 - iii. Season-ending evaluation forms: to be sent out to coaches to obtain feedback, excellent way to evaluate hockey operation patterns
- b. Discipline Committee – N/A
- c. Marketing Committee –
 - i. **Fundraising – Schwann’s**
Board briefly discussed this fundraising idea – Joy & Lanae
 - ii. **Corporate Sponsorship Update – Jenn**
Sponsor not happy because sign has not been put up on rink boards (wall); Flint to address the issue with sponsor and will get sign placed on boards; Board suggested the company get tournament presence with logo in brochures and promotional items

IV. Old/New business

- a) **HS Write-up**
concerns with player control with levels of players i.e. High School vs. Bantam – Kara to write up
- b) **Bantam/HS players**
player requests were given to Kelly; board discussed further the out of area practices need to be monitored closely i.e. Bend
- c) **OSHA Elections – Treasurer Result**
Kara officially voted as OSHA Treasurer!
- d) **Intro to Hockey – Next session - Kara**
plan for next Intro to Hockey: combination of coaches & rink staff to assist with players, set-up pre-registering and gear fitting before Intro start date
Intro sessions 8:15-9:15 & 8:45-9:45, starts January 7th

- e) **Squirt-PeeWee Tournament – President’s weekend**
 Kara to discuss with Toshia ice time for tournament
 Squirts: 6 teams PeeWees 5 teams with possibility of one more team
 Kara to provide paperwork for referees
 A Stitchin Time will be providing apparel for all teams

- f) **HS & Thursday night practice change**
 - Thursday practice times for Special Hockey were adjusted
 - Bantam players can play/practice with HS team for a \$50 fee

- g) **Oregon Select Camp Info**
 the select camp takes place on January 23rd in Beaverton; cost is \$125 on
 online only for players 13 yrs and older, Flint high recommends players to
 participate

- h) **Open Boar of Director Positions (3) – Set Dates**
 Need to set dates for Board election: Secretary, Registrar and President
 - nominations need to be in by February 1st
 - Bios need to be in by February 10th
 - Bios then sent out to LAHA team on February 11th
 - Team votes need to be received by February 25th
 - March 3rd election results announced

- i) **Player Projections for the 2016-17 Season**
 High School – 11 players Bantams – 15 players
 PeeWees - 27 players Squirts – 12 players
 Mites – 8 players

- j) **Portland payment issue – see Executive Minutes**

V. Adjournment

Brad Tye adjourned the meeting at **8:55pm** motioned by Brad, seconded by Jenn
 Minutes submitted by: Brad Tye

Next LAHA Meeting: Thursday February 4th @ 6:30 pm at Rink Exchange in Eugene

Next OSHA Meeting: N/A



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LAHA Board of Directors Meeting

February Meeting Minutes

Thursday February 4th 2016

I. Call to order

Kelly McMahan called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:30 PM** on **February 4th, 2016** – Rink Exchange in Eugene, OR

Roll call: the following persons were present: Kelly McMahan, Derek Vinti, Brad Tye, Jenn Nyberg, Kara Minchin, and Joy Pendowski

ANNOUNCEMENT: High School team's pucks, bags and other equipment were stolen from locker – Kara to send message to rink management about this occurrence

LAHA received a donation cheque from the Jewish Community Group of San Diego to use for specific groups: High School, Intro to Hockey and Special Hockey

II. Approval of minutes from last meeting

After revisions to regular minutes from 16+ to 13+ Executive Minutes; remove Portland approved minutes; motioned by Jenn, 2nd by Derek – all in favour – Approved

III. Open issues - Reports

a) Treasurer

- i. Accounting Report - Derek distributed "Balance Sheet" Derek shared account summaries and other details with Board
- ii. Scholarships – these need to be distributed to the players who received them
- iii. Outstanding Fees – two players have outstanding bills

b) Registrar

Registrations - Jenn

- a) Two new Squirt players and one Mite player joined the league
- b) Have option for early registration to allow for possible fee payment program
- c) New players can join league for practices only but no game action
- d) USA Hockey representative provided “Waiver of Liability Form” for Special hockey to waive their fees

c) Committees

- a. Coaches Committee – Flint, was not present so table for March’s meeting
- b. Discipline Committee – N/A
- c. Marketing Committee –
 - i. Fundraising – BJs Restaurant**
Fundraiser – Monday February 15th all day – 15% of food and non-alcoholic beverages will be donated to LAHA
Ice Cup – fundraiser, photographer and others – recap next month’s meeting
 - ii. Fundraising Opportunities – Joy**
Joy asked what do we need to start different programs, for special teams, equipment, jerseys & socks

IV. Old/New business

a) Mite Jamboree

Mite Jamboree at Mountain View Arena has been cancelled

b) HS Write-up

this needs to be placed on hold; discuss at a later meeting (June) – discussion of 2016-17 needs to take place first

c) Intro to Hockey Update/Locker Issues

Flint will do a write-up (draft) on Intro to Hockey – table for next meeting?

Lockers with Intro & Mite equipment, apparel have been left open and unlocked; shows disregard for equipment.; coaches to be communicated to about this issue – Brad to discuss matter with coaches

- d) **Select Camp Review - Kara**
100% better than last year, still some improvements needed; low turnout from Eugene area; feedback was given to organizers to balance the program
- e) **OSHA Meeting Review with Association Requirement - Kelly**
- Jill no longer Discipline Chair, now taken over by Lester Sparks
 - coaches must complete level mods, SafeSport and background checks before going on the ice next season.
 - Membership Annual Report needs to be updated by March 15th
 - trial 15U utilizing numbers for next season, possibly
 - auditing OSHA's management and supervise to get back on track
- f) **Squirt-PeeWee Tournament – President's weekend**
Squirts: 6 teams PeeWees 5 teams with possibility of one more team
Referees scheduled for the tournament
A Stitchin Time will be providing apparel for all teams
- g) **Nomination Review – April Meeting Date Set?**
- three opening on the board; five nominees have submitted
- h) **High School Championship**
4 team championship – Beaverton February 20th & 21st
- i) **See Executive Minutes**

V. Adjournment

Kelly adjourned the meeting at **8:35pm** motioned by Brad, seconded by Derek
Minutes submitted by: Brad Tye

Next LAHA Meeting: Thursday March 4th @ 6:30 pm at Rink Exchange in Eugene

Next OSHA Meeting: N/A



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LAHA Board of Directors Meeting

March Meeting Minutes

Wednesday March 3rd 2016

I. Call to order

Kelly McMahan called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:31 PM** on **March 3rd, 2016** – Rink Exchange in Eugene, OR

Present: Kelly McMahan, Derek Vinti, Brad Tye, Jenn Nyberg, Kara Minchin, Joy Pendowski, Flint DOUNGCHUK

II. Approval of minutes from last meeting

Both Regular & Executive LAHA minutes approved; motioned by Jenn, 2nd by Derek – all in favour – Approved

III. Open issues - Reports

a) Treasurer

- i. Chris Hayes was given a copy of appropriate tax information for their tax purposes
- ii. Derek summarized Balance Sheet for LAHA account; explained transactions on the accounts
- iii. New Bank - Discussion – banking issues with current bank
Derek provided board members with various bank details; business bank options: Chase and Umpqua Banks; he will visit the two banks mentioned above
- iv. Billing Issue: Derek has received no response from Portland, Derek will investigate further

b) Registrar

Registrations - Jenn

- a) Nothing to share

c) **Committees**

a. Coaches Committee –

i. Coach's Application – Update

Coaching application dates and people – pass them out at coaching meeting March 9th

ii. Coaches' Handbook – Improvement Plan

- Hopefully, Flint to present in April revised copy to the board for approval

- Best practices for coaching

- Improvement Plan

look at strategic initiative with expectation & support

b. Discipline Committee – N/A

c. Marketing Committee –

i. **Fundraising Committee - Joy**

- Joy wanting to attain feedback from parents on fundraising opportunities
- jersey & socks
 - estimated \$90/player
 - \$9K/ year for league

ii. **Fundraising Opportunities – Joy**

- **LEVEL 1 - \$10K Sponsorship**
Suggested new Generals logo to be used on players' jerseys, letterhead, etc,...; need to work out details with Generals' men's team
- **LEVEL 2 - \$5K Sponsorships**
Equipment: goalie gear, pucks, nets,...
- **LEVEL 3 – \$2.5K**
Program Development & Sponsorship

*** Place on April meeting for further discussion**

IV. **Old/New business**

a) **Tournament Review - Referees**

- discussion ensued about revenues and expenses with board members
- good volunteer participation for all tasks; water & food were donated by families and local companies

- photographer not a good choice for tournament; pricing and services not very convenient
- point system changes for future tournaments – rankings
- Referees – feedback/insights about refereeing issues; Kara discussed with Referee-in-Chief about these issues
- apparel was disappointing; no hockey sayings, greater selection/options needed
- discussion about various parent interactions during the tournament, some skeptical interactions

b) Girl's Locker Room Issue

the issue has been addressed with sign placed on the door

c) Meeting Request Review – Kara (Parent & Players)

- good player & parent involvement – Main responses
- coach issues (abusiveness) to players
- play more hockey but less travel
- images issues; better team bonding on & off the ice needed
- core values needed and wanted
- Set- up Meeting – late March or early April
- Options for various levels:
H/S, H/S & Bantams, U16 & U 18 hybrid

d) State Championship Review

- Championships went well, well organized
- All-star team chosen from every team that participated
- Winner: Green Portland team (Lester)

e) OSHA Meeting Review

- normal meeting commenced, then Natalie announced (President at time) to board that she is resigning now; Lester was “assumed” the duties of the President’ office – elections to take place in April
- Showcase package was given to OSHA Treasurer

f) LAHA Elections

Voting takes places for three open positions on the LAHA board

ELECTION RESULTS:

Voted to be on the LAHA Board

1. Joy Pendowski
2. Jenn Nyberg
3. Brad Tye

Welcome to the LAHA Board – Joy

g) Spring Youth Hockey

March 14th to April 19th – 19hrs
2003 + Group A
2004-08 – Group B

Cost: \$185

Monday - 6:45 to 7:45pm
Thursday – 5:30 to 6:30pm
March 21st to 25th – 9:30-10:30am

Brad to have Matt F. to post on LAHA website

V. Adjournment

Kelly adjourned the meeting at **8:35pm** motioned by Brad, seconded by Derek
Minutes submitted by: Brad Tye

Next LAHA Meeting: Wednesday April 6th @ 6:30 pm at Rink Exchange in Eugene

Next OSHA Meeting: April 23rd in Eugene 10am



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LAHA Board of Directors Meeting

April Meeting Minutes

Wednesday April 6th 2016

I. Call to order

Kelly McMahan called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:32 PM** on **April 6th, 2016** – Rink Exchange in Eugene, OR

Present: Kelly McMahan, Derek Vinti, Brad Tye, Jenn Nyberg, Kara Minchin, Joy Pendowski, 3 LAHA players

Kelly advised the Board of the USPS PO Box – located Willamette & 33rd in Eugene.

II. Approval of minutes from last meeting

Both LAHA minutes approved; motioned by Jenn, 2nd by Kara – all in favour – Approved

III. Open issues - Reports

a) Treasurer

- i. Billing → Portland will be making payment for this season's ice time
- ii. Derek summarized Balance Sheet for LAHA account; explained transactions on the accounts; overview of tournament was shared with board; Special Hockey fees need to be raised for the upcoming season
- iii. Bank Account Issue – Derek found that US Bank was a very good option – TRUE non-profit account available; went through particulars of the bank's services; Board agreed that US Bank was the best option for LAHA account; Board stated

to initiate the opening a new bank account, Derek to proceed to open the account

Motion to start the proceedings on opening a new bank account with US Bank by Derek, seconded by Brad, all in favour

- iv. Tax Situation – Kelly to continue getting taxes paid with Chris Hayes

b) Registrar

- i. OSHA Ballot & Pacific District – Director voting; Board voted for Director
OSHA voting President – Lester 132 votes; Secretary 132 votes
- ii. next year coaching application to be updated by Jenn; Jenn will contact Matt F. to have it loaded onto the LAHA website

c) Committees

a. Coaches Committee –

- i. Task Force – has gathered information from parent/player & coach meetings, once Flint is able, to present to LAHA Board

*Table: May meeting “review league coaches’ plan”

- ii. Coaches’ Application – See Bii
- iii. Coach Planning – Level 4
 - Four possible coaches for Level 4
 - CIC Representative changes are occurring; watch for possible opportunities
- iv. Coaches Supplies
 - need to order pucks, cones, nets,... possibly order through Rink Exchange, if not order ourselves, order early

b. Discipline Committee – N/A

c. Marketing Committee –

i. Fundraising Committee - Joy

- Joy suggests LAHA should not advertise in Eugene Weekly – not a good option
- Joy has meeting with people to attain some information
- sponsorship brochure need to be updated & revisited, where can sponsors direct their funds

- Sub-committee created to have a future meeting discussing LHA opportunities

IV. Old/New business

a) OSHA Review – phone conference

- OSHA board met Steve Stapleton – US Hockey Council
- Members of the “Oversight Committee”

Chris Kanoss – Player Development
 Donna Kaufmann
 Steve Lange
 Don Mulder

This committee is directing OSHA’s affairs

OSHA President nominees – Lester Sparks (lone nominee)

OSHA Secretary nominees – Sue F. & Kelly McMahan

b) End of Season Wrap

N/A

c) Appoint Board Members

Official LAHA Board Seating

Registrar: Joy Pendowski

Secretary: Jenn Nyberg

Treasurer: Derek Vinti (no change)

Vice-President: Brad Tye

President: Kara Minchin

Kara motions: to open bank accounts with new signers – Kara & Derek, seconded by Joy, all in favour

d) Appoint Committee Chairs for:

- Fundraising:
- Tournament:
- Coaching:

e) Create New Financial Budget

Budget needs to be started, discuss at next meeting **TABLE**

f) Ice Schedule/practices & games

want early approach – discuss May or June meeting

g) PeeWee Discussion – Upcoming Season

- to be addressed during Coaching meeting with Flint also with team meeting w coaches & manager

h) BoatHouse Apparel – Kara

ACTION: Kara to organize a meeting location/date TBD

Kelly will represent LAHA at the next OSHA meeting in April

V. Adjournment

Kelly adjourned the meeting at **8:35pm** motioned by Brad, seconded by Derek
Minutes submitted by: Brad Tye

Next LAHA Meeting: Tuesday May 3rd @ 6:30 pm at Chapala Restaurant – 130
Oakway Ctr ; website: www.chapalamex.com

Next OSHA Meeting: April 23rd in Eugene 10am



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LAHA Board of Directors Meeting

May Meeting Minutes

Tuesday May 3rd, 2016

I. Call to order

Kara Minchin called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:43 PM** on **May 3rd, 2016** – Chapala Mexican Restaurant in Eugene, OR

Present: Kara Minchin, Derek Vinti, Brad Tye, Jenn Nyberg, Joy Pendowski

Absent: Flint Doungechak

II. Approval of minutes from last meeting

April's LAHA minutes approved; motioned by Jenn, 2nd by Joy – all in favour – Approved

III. Open issues - Reports

a) Treasurer

- i. Portland has paid their portion of our ice fees
- ii. Derek summarized Balance Sheet for LAHA account; explained transactions on the accounts; overview of tournament was shared with board; Showcase account will be transferred to OSHA pending their approval
- iii. A request was made to have reports presented to the Board that reflect where we are at financially compared with what we budgeted. Derek and Kara will figure out which reports are best.

Motion to have 2 signers for each transactions of \$2500.00 or more by Derek, seconded by Brad, all in favour

b) Registrar

- i. Joy requested to be connected to the EverySport trainers to begin preparations for the upcoming season. We are shooting for a July 1, 2016 registration opening date.
- ii. This will be the final year of paper registrations.

c) Committees

a. Coaches Committee –

- i. Kara as chair of this committee proposed the following individuals as members for this committee. They will be invited upon Board approval of members.
 - Chuck Sears
 - Michelle Friesen
 - Max Cook
 - Ed Huddleston

Motion to approve these members by Brad, 2nd by Joy – all in favour
- ii. Player Development Update – Flint sent all coaches a document to review with proposals for LAHA. Kara will call a coaches meeting for May 11th, 2016 to discuss and review this document before any updates are made to our current policies and guidelines.
- iii. Coaching Applications – we have received 14 so far. Placement will take place at a subsequent meeting (May 17th)

b. Discipline Committee – N/A

c. Marketing Committee –

i. Fundraising Committee - Joy

- Joy has drafted a letter to local businesses for the Board's review. She will revise based on our suggestions before sending it. The request for funding will be specific to our needs for equipment and jerseys.

IV. Old/New business

a) Bank Account Update

Our account is opened and funds will be moved the beginning of our new fiscal year.

b) Payment Plans

Motion to have payment plan options available beginning in July to have accounts paid in full by October, specific details to follow new season budget by Joy, 2nd by Derek – all in favour

c) Planning Ahead

i. Budget - **TABLED FOR JUNE**

ii. Bylaws/Guidebook – changes will be made to our bylaws and guidebook to have it in line with the suggestions from the OSHA lawyer.

iii. Meeting Schedule

- Coaches meeting May 11th at the Rink Exchange
- Vision and Value meeting May 17th @ Kara's
- Budget meeting - TBD
- Bylaws/guidebook revision – TBD

Meetings are going to be frequent throughout the summer, possibly via email while Kara is out of town

iv. Jersey/Apparel plans – **TABLED** to May 17th

v. Moving Intro players up – we will seed a subcommittee to facilitate this process **TABLED** to June

d) OSHA meeting review

LAHA needs to have an ADM representative

We have a goaltender contact at OSHA – Nore Berggeron

e) Open agenda items

Joy would like to see if there is a way to have a monthly newsletter go out to all our families outlining what LAHA does and to celebrate the successes of our league. She will see if there is something through EverySport, otherwise she will use Mailchimp.

V. Adjournment

Kara adjourned the meeting at **8:57pm** motioned by Brad, seconded by Jenn
Minutes submitted by: Jenn Nyberg

Next LAHA Meeting: Wednesday June 15th 6:30pm at Coburg Rd Starbucks

Next OSHA Meeting: Monday May 23rd 6pm (conference call)

Eugene Jr. Generals

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LAHA Board of Directors Meeting

June Meeting Minutes

Wednesday June 15th, 2016

1. **Call to order**

Kara Minchin called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:43 PM** on **June 15th, 2016** – Starbucks at Oakway in Eugene, OR

Present: Kara Minchin, Derek Vinti, Brad Tye, Jenn Nyberg, Joy Pendowski, Flint DOUNGCHAK, Toshia Holden

2. **Approval of minutes from last meeting**

May's LAHA minutes approved; motioned by Brad, 2nd by Joy – all in favour – Approved

3. **Reports**

a. **Treasurer**

- i. Derek summarized Balance Sheet for LAHA account; explained transactions on the accounts;

Motion to move all funds from First Tech to US Bank by Derek, seconded by Brad, all in favour - Approved

Motion to allow transaction to begin for this fiscal year by Derek, seconded by Brad, all in favour - Approved

b. **Registrar** - Nothing to report

c. **Committees**

a. Coaches Committee –

i. Head Coach positions:

- Mites (8U) – Darren Dunbar, Max Cook, Chris Meade, and Dan Trent
- Squirts (10U) – not yet determined
- PeeWee (12U) – Ed Huddlestun and John Bradner

- Bantam (14U) – Dave Pierce
- High School (18U) – Flint DOUNGCHAK

Motion to approve head coach as selected and recommended by the Coaches Committee by Derek, seconded by Jenn, all in favour - Approved

- ii. Assistant coaches will be agreed upon by head coaches from the applicants that expressed interest in coaching at each level.

b. Discipline Committee – N/A

c. Marketing Committee –

i. Fundraising Committee - Joy

- The letter Joy drafted is set to go out by July 15th.

4. Old/New business

a. Payment plans – Every family will have the choice to pay for the season in full as we have done in the past but the payment plan options are as follows:

- i. Mites – 3 equal payments of \$250.00 each
- ii. All others 20% down and then 5 equal payments, 1x/month to have the total fee due paid in full by December.
- iii. There will be a \$5.00 additional fee for each payment to cover the service charges for processing payment plan options

b. Planning ahead

- i. Budget – meeting scheduled for 6:30 pm on 6/21/16 at Pure Life Chiropractic
- ii. Bylaws/Guidebook – this will be updated via email after July 9th OSHA meeting so we can follow the same format in order to be compliant.
- iii. Branding/Jerseys – we are no longer able to use “Junior” in marketing or other media, it must be “Jr.” to honor the co-branding agreement between LAHA and the Eugene Generals. Jersey’s with the new logo and brand will be ordered by July 15th to take advantage of bulk ordering. We will order Jerseys with the same numbers as our players had last year with a few additional numbers to fill out the selection for each team. Numbers

can be requested if a player is registered by July 15th and will be honored in order of seniority.

iv. Moving kids up – Flint has proposed a system of levels (such as Lieutenant, Corporal, Sergeant, General), that will define a set of on ice skills over the course of 18-24 weeks. The kids will “rank up” and be rewarded with stars as they achieve each new level. This will allow us to communicate hockey readiness to parents, coaches, and the kids in an easy to understand manner. Other programs across the nation have implemented similar programs with great success. KARA to send out email to our parents to seek interested people to help facilitate this program/process.

v. Mites goalie gear – there is a product called “Quick Change” that allows coaches of the younger age groups to easily get all the goalie pads on quickly over top of the child’s regular gear.

Motion to purchase 2 sets of Quick Change by LAHA with a match by the Rink Exchange to provide a total of 4 set of gear by Derek, seconded by Jenn, all in favour - Approved

c. OSHA meeting review – Andy Potter is new CIC (Coach in Chief) for the Pacific District

d. Showcase Account – has been zeroed out

e. Nov 5/6 Bend seminar info – there will be an ADM presentation, CEP classes, Goaltender session, and an Adult hockey session. This is a great opportunity for our coaches to gain additional training (especially with the goaltender session) and to have some of our kids be trained as well. It also helps us support hockey development in Oregon. Our coaches should plan on attending.

f. Annual Congress review – it is a meeting that we should always have a representative at to keep current and expand what our organization is capable of achieving.

Motion to add a line item to our annual budget in the amount of \$1000.00 to cover the cost associated with sending a LAHA representative to the Annual Congress Review every year by Joy, seconded by Brad, all in favour – Approved

g. OSHA meetings – when meetings occur in places outside of reasonable travel distance it has been up to the LAHA representative attending to pay out of pocket for expenses associated with those meetings.

Motion to follow the IRS per diem rate to cover the cost associated with sending a LAHA representative to OSHA meetings that are not held in Eugene or Portland by Jenn, seconded by Derek, all in favour – Approved

h. Team designations/names – in accordance with USA hockey we are transitioning the naming of our teams to reflect the new “U” terminology. Mites = 8U, etc... Our former High School team (now 18U) will cease to be called the Willamette Valley Wolfpack and will adopt the naming system of all other Eugene Jr. Generals teams.

i. PO Box – the PO Box will be moved from its current location to the Post Office closest to the rink, 950 Tyinn St, Eugene, OR 97402. Our mailing address will be updated following that set up.

Adjournment

Kara adjourned the meeting at **8:55pm** motioned by Brad, seconded by Jenn
Minutes submitted by: Jenn Nyberg

Next LAHA Meeting: Thursday July 7th 6:30pm at the Rink

Next OSHA Meeting: Saturday July 9th Klamath Falls

***ADDENDUM 6/21/16 budget meeting ice cost has increased to \$310.00/hr but will be held through the 2017/18 season. Budget and fee breakdown (including staggered season start dates) will be emailed to families along with registration by July 1st

Motion to approve budget for 2016-2017 fiscal year by Jenn, 2nd by Joy, all in favour - Approved

Eugene Jr. Generals

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LAHA Board of Directors Meeting

July Meeting Minutes

Thursday July 7th, 2016

1. **Call to order**

Kara Minchin called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:36 PM** on **July 7th, 2016** – The Rink Exchange in Eugene, OR
Present: Kara Minchin, Derek Vinti, Brad Tye, Jenn Nyberg, Joy Pendowski, Toshia Holden
Absent: Flint DOUNGCHAK

2. **Approval of minutes from last meeting**

June's LAHA minutes approved; motioned by Joy, 2nd by Derek – all in favour – Approved

3. **Reports**

a. **Treasurer**

- i. Derek summarized a Profit and Loss sheet for the LAHA account; explained transactions on the accounts. This is a new format and will allow us to better track income and expenses as they come up

- b. **Registrar** - 13 kids registered, 3 scholarship requests, families from Bend and Medford requesting to join. No goalie discounts. No reports of technical issues, however the display order of the teams is not chronological. Payment plans are still being set up for the subsequent payments. Joy will follow up.

c. **Committees**

a. Coaches Committee –

- i. Squirt Head Coach: Kristin Neimi has accepted with a request for strong support from assistant coaches
- ii. Announcing coaching assignments - Flint and Kara will have personal conversations with all the applicants whether accepted or not, prior to the general announcement. This will go out by the 15th of July.

iii. LAHA will organize monthly coaching meetings with our CIC to further develop our coaches

b. Discipline Committee – N/A

c. Marketing Committee –

i. Fundraising Committee - Joy

- Board reviewed the letter and made updates prior to it being circulated to local businesses
- Circulate a flyer with the local schools - out in the newsletter for volunteers to step up and help copy and distribute
- Oregon Family Magazine as an additional marketing idea. Try it for September.

Motion to run an advertisement in the September edition for a half page ad as long as the cost does not exceed \$700 by Joy, seconded by Jenn, all in favour - Approved

4. Old/New business

a. Tournament Rules (deciding where to go) – 85% agreement by coaches and families on tournaments to make a commitment, mile radius can be extended with Board approval, tournament fees will be collected from all players as participation is an expectation for all players, any unused tournament fees will be refunded at the end of the hockey season.

Motion to approve verbiage under tournament rules in our bylaws by Kara, seconded by Brad, all in favour - Approved

b. Parent Feedback - multiple emails questioning tournaments/fees, numbers on jerseys and sizes, team fees, splitting of teams, communication has been polite. Put FAQ on website to help. Coaches committee will come up with a plan that will be proposed on how to select the kids. The teams need to be set by Christmas break in order to solidify rosters.

c. Scholarship Fund – 3 requests so far but some are not eligible. Is there a tax benefit for listing a registration discount as a scholarship? Scholarship funds are limited and will be based on need, August 15th as an application deadline. It is a line amount in our budget.

d. Newsletter – 1x/month for the “regular” newsletter, more frequent for registration reminders, needing to update emails and board will send all the lists they have to ensure we have everyone.

e. Confirm order of Quick Change Goalie Gear – we ordered 2 that will arrive in November and a possible match from OSHA

f. Level 4 coaches training – who needs it this year? How many to send? Offer to send 2 coaches who will be expiring soonest, even though it is not required this year.

g. Branding update – we have an updated logo approved by Flint.

Motion to approve the new logo/branding that will be used for our entire program from 8U-18U teams by Brad, seconded by Jenn, all in favour – Approved

h. Jersey Order (#'s and sizes) – we will add a sizing option on the website during registration. Colors will be navy blue, PeeWee pinnies for practice, mites navy, white, grey, and gold. Brad to collect last years numbers

i. Planning Ahead

Bylaws/Guidebook - Kara TABLED to address via email.

j. Open agenda items

- request for a quarterly report came from OSHA to all associations, Kara sent ours in.
- Will we host our own tournament this year? Combined PeeWee and Squirt tournament with an hour for skills competition. Tack on 3-4 hours to what we had last year
- Setting game schedule
- Portland has built into their budget to help pay for ice
- 18U players from Bend and Portland are requesting to join us. Possibility of practice players. Ideas on how to best handle this for the development of all players and the involved programs

Adjournment

Kara adjourned the meeting at **9:20pm** motioned by Brad, seconded by Jenn
Minutes submitted by: Jenn Nyberg

Next LAHA Meeting: Tuesday July 26th 6:30pm at the Rink

Next OSHA Meeting: Saturday July 9th Klamath Falls

Eugene Jr. Generals

Lane Amateur Hockey Association
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LAHA Board of Directors Meeting

September Meeting Minutes

Wednesday September 14th, 2016

1. **Call to order**

Kara Minchin called to order the regular scheduled meeting of the **LAHA Board of Directors** at **6:34 PM** on **September 14th, 2016** – The Rink Exchange in Eugene, OR

Present: Kara Minchin, Derek Vinti, Brad Tye, Jenn Nyberg, Joy Pendowski, Flint DOUNGCHAK, Alex Stimpson

2. **Approval of minutes from last meeting**

Minutes from July and a synopsis of August emails was tabled until next meeting

3. **Reports**

a. **Treasurer**

Derek summarized a Profit and Loss sheet for LAHA account; explained transactions on the accounts. There is still one outstanding check from our old accounts

Before the season begins Derek check registration payments to be sure they are up to date.

b. **Registrar**

Joy has a way to manually enter in payments for those who selected payment in full but deferred payment. She will send out an email with her contact information for anyone who needs that option.

Registration numbers look normal at most levels, with more registered for mites than we projected. Joy will send out an email to all of last year's players who have not registered with a reminder to do so soon.

c. **Committees**

- i. Coaches Committee –
 - a. Kara will set up a Head Coaches meeting to assign the assistant coaches at each level.
 - b. LAHA will organize monthly coaching meetings with our CIC to further develop our coaches (FLINT)
- ii. Discipline Committee – N/A
- iii. Marketing Committee –
 - a. Joy sent 21 sponsor letters and will be following up this week with a personal call.
 - b. Ad in magazine came home with kids this week - we will see if there is a ROI and discuss future ads, January before Try Hockey for Free seems like the best time.

4. **Old/New business**

a) Website Updates

Derek and Joy updated the site and cleaned up most of it. Joy is following up with Weebly for a more user friendly backend to edit and update information easily.

b) Co-Branding

Alex Stimpson presented a brochure, road map to hockey in the rink including our programs, a program guide to all the ice programs in the rink, and a ranking system for Intro to Hockey. The plan is to present a unified group at the rink because the public views us as the same organization. Kara, Joy, and Flint will work together to make sure the registration can be done through the rink in the future and that the rink staff is knowledgeable on the LAHA programs and how they work.

c) Head Coaches Orientation meeting

Went well and the coaches all seem to be on the same page with the plan our CIC presented

d) Names on Jerseys

We are not ready to do it at this time and we are asking for patience while we work out what to do and how to make it uniform throughout the program.

e) Quick Change gear

We will have a total of 8 sets, 4 from LAHA and 4 from the rink. They are backordered and we are not sure on the arrival date.

f) Try Hockey for Free will be November 12th

g) Referee class reimbursement possibility was tabled for next month

h) Scholarships

We agreed to fund scholarships that had been requested for all eligible applicants. There is no current process for determining who gets them or what criteria has to be met but we have plans to put something in place for the next season.

i) Planning Ahead

i) Bylaws/Guidebook - tabled as we are waiting for OSHAs so we can be in compliance with them

j) OSHA meeting review

k) Open agenda items

Adjournment

Kara adjourned the meeting at **8:45pm** motioned by Brad, seconded by Derek
Minutes submitted by: Jenn Nyberg

Next LAHA Meeting: Meet the 1st Wednesday of each month - October 4th 6:30pm at the Rink

Next OSHA Meeting: Saturday October 15th Eugene

Eugene Jr. Generals

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Minutes

Board of Directors Meeting
October 4, 2016

1. ATTENDANCE: Kara, Flint, Brad, Derek, Joy, Jenn,
2. CALL TO ORDER: 6:45pm
3. MEETING MINUTES: Approval of July and September minutes (change Alex stimpson to Stimson) motion by Kara. second by Joy. All in favour
4. REPORTS:
 - a. Treasurer: Derek
 - i. Reviewed report
 - ii. Kara cashed check so the other account can be closed.
 - iii. Scholarship notifications went out to families and will be taken off the last payments
 - b. Registrar: Joy
 - i. 74 kids registered so far
 - c. Committees:
 - i. Coaches Committee: Kara (nothing to report)
 - ii. Discipline Committee: Brad (nothing to report)
 - iii. Marketing Committee: Joy
 1. Calls continue to be made to secure sponsors
5. OLD/NEW BUSINESS:
 - a. Parent meeting - email has gone out on the books for next week, post it on facebook, website, and send another email. Flint will present ADM portion, Alex will present the marketing, then answer questions, Joy will remind parents about safesport/background checks and locker rooms. Skate tying will take place outside the locker room. Female locker room/female coaches.
 - b. Jerseys and socks - jerseys have arrived but haven't been printed. Name plate options are being tested. Warmups will be carried in the proshop.
 - c. Schedule changes/Tier II team - practices are now posted correctly and we have a roster of 8 players and on occasion 12...we might swap players with anyone who has a larger team. There will be fees for the extra players.
 - d. Game schedules - google calendar created with Portland always here, we have Bend coming to us, dates for us to go to them, KFalls games are scheduled, Southern Oregon is supposed to send it up tonight. All except Portland agreed to 4x4. 8U, 10U, 12U, 14U.

Brought up possibility of centralized scheduling. First games start on 10/15 and 10/22 for peewee 2/430, bantam 3:15/545 no games 10/29

- e. Split the 12U team - email going out to head coaches that team has to be divided. The first 2 weeks both teams will play. Need roster list with contact. Gomez and Kern will help evaluate and sign off
- f. Ref clinic Oct 8th - minimum age is 14
- g. Level 4 Clinic - Jason Minchin and Chuck Sears accepted the offer
- h. Planning ahead
 - i. Bylaws/Guidebook - tabled until next month
- i. OSHA rep - Joy for sure and possibly Derek
- j. Open agenda items - helmet covers, water bottles, blue pucks were ordered and arrived. Brad will look into ordering cones for all levels.
- k. Possible Planet Hockey camp for this summer - need 40 kids to cover the costs, LAHA would endorse the camp, would be end of August 2017 mornings only.
- l. Background check, CEP, USA hockey, and module fees - looking at options for reimbursement and recognition for hours. Coaches and managers will be reimbursed at the end of the season
Motion to reimburse \$23- Joy motioned, Jenn second, all in favour
- m. Photographer - Brad will find one for the team pics
- n. Try Hockey For Free - November 12th Max Cook running it, we need registration management (2 people), gear reps (4 people), 1:1 ratio for on ice buddies (15). The registration link is the USA hockey one (to be added to our website and the rink's.
- o. February tournament - A Stitch in Time apparel want to present what they can offer us this year. They will be invited to November meeting.

Next OSHA Meeting:
Saturday Oct 15 in Eugene

Next LAHA Meeting:
Wednesday Nov 2 6:30 at the rink

Eugene Jr. Generals

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Minutes

Board of Directors Meeting
November 2, 2016

1. ATTENDANCE: Kara, Brad, Derek, Joy, Jenn, Flint
2. CALL TO ORDER: 6:40pm
3. MEETING MINUTES: Approval of October minutes Brad motioned, Jenn 2nd, all in favour.
4. REPORTS:
 - a. Treasurer: Derek
 - i. Reviewed report
 - ii. First tech account closed :)
 - iii. Magazine needs to cash check
 - b. Registrar: Joy
 - i. Need BC for about 12 players still for verification
 - ii. Official rosters will be verified shortly
 - iii. The CIC should be the one in charge of verifying coaches have completed requirements
 - iv. Look at the USA hockey road to excellence or create a manual/user guidebook
Flint to arrange for Joy to have a phone meeting with Nancy from SCAHA
 - c. Committees:
 - i. Coaches Committee: Flint - wants to schedule the first training, we got the \$2500 grant for the half boards, now we need to get more nets and a girls THFF.
 - ii. Discipline Committee: Nothing to report
 - iii. Marketing Committee: Schwan's care fundraising \$126 raised so far
5. OLD/NEW BUSINESS:
 - a. A Stitch in Time presentation (Tommy) - we reviewed what expectations are for tournament apparel and they will get back to us with what they can do.
 - b. Photographer for team/player photos November 14th - Mike Nordvedt (\$25-\$45 packages) order online. Pictures done on ice we will ask about tournament coverage.
 - c. Level 4 Coaching clinic - Jenn summarized some of the clinic. ***Joy motioned for reimbursement in the amount of \$350.00 to be made to Jenn to cover the Level 4 registration fee, Brad seconded, Jenn abstained. All in favour***
 - d. Intro to Hockey acceleration - have a board member to week 6 (priority for 2006/2007s), credit \$120 for the intro to hockey class when they transition to LAHA
 - e. Jerseys and socks - no update as of tonight but they should be here this week

- f. Schedule is out and updated on the google calendar. 12U is missing one game. 10U has 10 home and 2 away, 12U has 20 home, 9 away, 14U has 12 home and 5 away, 16U has 12 home and none away. No inner squad games have been set up. Answers about tournaments for parents are directed by the guidelines the Board accepted over the summer.
- g. Planning ahead
 - i. Bylaws/Guidebook - tabled until Summer
- h. Try Hockey For Free - November 12th Flint sent a message out to all coaches to forward managers and on to the teams. We need a bunch of kids as off ice mentors and a board member to run a brief power point explaining the ADM (Jenn and Brad) and station based practices.
- i. Monthly coaches meeting date to be determined by our breaks in games on Saturdays
- j. Travel permits on OSHA site, and Canadian one goes through Joy. Reduced the number of travel meeting with gotomeeting. Lost 46 officials from last year. Gained 40 new level 1s. Player development camp Jan 21/22 PDX. State HS this year will be 8 teams. OSHA has new bylaws, Rose City Girls applying for association status.
- k. Bend Coaching clinic Nov 5th - we have 4 goalies going. Be there at 10am.
- l. Managers meeting - Nov 9th 6pm at the rink (3 for 8U, 1 for 10U, 2 for 12U, 1 for 14U, 1 for 16U)
- m. Ice Cup Tournament - set up a subcommittee following managers meeting
- n. Special Hockey - new reps Miranda and Megan with Anders on the ice coaching.

ADJOURNED 9:08pm

Next OSHA Meeting:
January 2017

Next LAHA Meeting:
Wednesday Dec 7, 6:30 at the rink

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Minutes

Board of Directors Meeting
December 7, 2016

1. ATTENDANCE: Derek Vinti, Brad Tye, Joy Pendowski, Flint Douchak, Kara Minchin, Jenn Nyberg, LaDawn Kelleher
2. CALL TO ORDER: 6:34pm
3. MEETING MINUTES: Approval of November minutes - Motion by Joy, Brad to approve - approved.
4. REPORTS:
 - a. Treasurer: Derek - review of Profit/Loss budget review; concerns regarding payments coming from EverySport - Jenn has original contract.
 - b. Registrar: Joy
 - i. Needs information from coaches regarding USA Hockey numbers
 - ii. Needs team splitting information
 - iii. Need to ensure all kids are rostered - at picture day, cross check rosters
 - c. Committees:
 - i. Coaches Committee: Kara - nothing to report
 - ii. Discipline Committee: Brad - Bend game response is not under our jurisdiction but has been handled
 - iii. Marketing Committee: Joy - nothing to report
5. OLD/NEW BUSINESS:
 - a. Uniforms/jerseys - Bauer is being held accountable for replacing 2 jerseys that were fulfilled wrong on their part. The cost for jerseys were \$40 and \$55 for 12U and under and then 14U and up, respectively. Many conversations took place over the summer months regarding quality and ownership of the jerseys. The selection process of the jerseys was to to minimize cost to the families. It was suggested that team managers attend Board meetings so they can bring the input from their coaches and the parents of players. Kara will send out an email that discloses the full costs and discussions that took place for the jerseys. We will rectify this in the future by having examples on the website for people to be aware of.
 - b. Picture day - Dec 12th with the new jerseys. Brad will see if there is a link for parents to pre-order photo packages. Orders can be placed at the rink on picture day.
 - c. 10U games - teams weren't split until the day of the games, no managers, no rosters, no one to run the clock. Coaches and refs were not prepared as well. On ice feedback was

really good but the admin side was mishandled. This is an example for us to use to be sure Flint will be sure to communicate with the registrar about the split so rosters can be handled. Teams will be divided evenly, not into an elite team. Games will be played half ice. Flint will be submitting a proposal of rules for half ice games so referees will be better prepared.

- d. Dec/Jan ice practices - we will have practice on Dec 19th and no practice on Jan 2nd. Practices will resume in the New Year on Wednesday January 4th.
- e. Try Hockey for Free summary/conversion - there will be a second one in February and reminder calls will be made prior to the event to encourage higher attendance. Intro class begins in January and calls/emails are being made to all the registered players.
- f. Scheduling extra games - which teams have how many left? - 8U vs 8U and 12U vs 12U games will be added on Fridays, working on with Rink. 10U has all their games. 14U has 2 left to schedule and 16U
- g. Monthly coaches meeting date TBD for January
- h. Planet Hockey - people are already signing up. Last week of August.
- i. Prorating of fees - people going through intro and joining the program. We will discount the registration fee for intro players moving into the league. Jenn motions that players new to LAHA will be asked to pay the weekly prorated fee for the remainder of the season. Brad seconds. It is being calculated as total fee divided by number of weeks multiplied by the weeks remaining in the season.
- j. Complaint emails - Joy replied with details
- k. Flint will be having a discussion with coaches regarding treatment of referees during games.

Meeting adjourned 8:59pm

Next OSHA Meeting:
January 21st Portland

Next LAHA Meeting:
Thursday Jan 5, 6:30 at the rink