

Eugene Jr. Generals

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

Minutes

Board of Directors Meeting
January 5, 2017

1. ATTENDANCE: Kara, Brad, Derek, Joy, Jenn, Flint, LaDawn, Sara
2. CALL TO ORDER: Kara called the meeting to order 6:36pm
3. MEETING MINUTES: Approval of December minutes - Motion by Jenn 2nd by Brad To approve - approved. All in favour.
4. REPORTS:
 - a. Treasurer: Derek - review of Profit/Loss budget review
 - i. Pulling a report to see if there are players that need reminders of payments, notice to be sent out to have everyone paid in full by month end
 - ii. EverySport is still behind on payments, Jenn to look up contract
 - b. Registrar: Joy
 - i. We have 10 approved rosters - 16U, 14U, 12U both, 10U 3 rosters - 2 teams and a travel roster, 8U has 3 rosters - we have one roster that is approved, waiting for docs on one player, and one submitted but not yet approved.
 - ii. All coaches, managers, other volunteers have completed the requirements.
 - c. Committees:
 - i. Coaches Committee: Kara - creating additional meetings/feedback opportunities, Wednesday dates (3rd Wed of the month): 1/25, 2/22, 3/22 at rink and then conference calls the off season following the same schedule.
Added step to keep USA hockey # current for coaches during application process
 - ii. Discipline Committee: Brad - nothing
 - iii. Marketing Committee: Joy - we got a check from schwan's fundraiser, and we are setting the back end up for smile.amazon.com
5. OLD/NEW BUSINESS:
 - a. Picture update - new email link worked, there was very little negative feedback. LAHA will get a team photo for each team, each coach will get a team photo. Photographer seemed to be happy working with us
 - b. Ice Cup update - goal was 6 teams at each level - 4 teams registered for PeeWee, 3 teams for Squirt, LaDawn and Joy will be calling organizations to boost enrollment. Teams need to be notified about the hotels. Brad has an Ice Cup sponsor for the program. We will review the details about tie break rules and ensure they are in the program. For future years we need to have a tournament chair. Sending out email

request for planning meeting for next week.

- c. Scheduling make up practices - tack it onto the end of the season
- d. Player Development camp - 2000-2004 Jan 21 and 22nd.
- e. Planet Hockey - 10 kids registered so far.
- f. End of Season wrap up 3/13/17 at 6pm - mention the open positions and ask in advance for coverage. Award volunteers for their service.
- g. Intro registrations - fall term was 10 registered for Sat, 6 for wed, 34 called from THFF. Intro is at 10 kids. We have met our birth year goal to feed into the 8U and 10U programs.
- h. THFF Feb 25th at 315 pm to feed into Intro classes March 8th.
- i. Goalie quick change pads and half ice boards arrived

6. EXECUTIVE SESSION

- a. Families who requested injury proration will be charged for half the season fee, full jersey fee, and full tournament fees (add to bylaws)
MOTION: To Joy 1st, Brad 2nd Jenn abstained.
- b. Family moving out of State requesting fee refund \$250 MOTION to refund \$250 to cash family Joy 1st, Brad
- c. Family wanting to move into Intro MOTION to forfeit the scholarship then take half fees. $1400/2 = 700 - 267 = 433$ owed. Derek motion, Joy 2nd all in favour

Next OSHA Meeting:

Next LAHA Meeting:

Wednesday Feb 1, 6:30 at the rink

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Agenda

Board of Directors Meeting
February 6, 2017

1. ATTENDANCE: Kara, Brad, Joy, Derek, LaDawn, Jenn
2. CALL TO ORDER: 6:38pm
3. MEETING MINUTES: Approval of January minutes - Motion by Jenn to approve, Brad 2nd - approved. All in favour.
4. REPORTS:
 - a. Treasurer: Derek - review of Profit/Loss budget review.
 - i. Everysport is all caught up on the payments however some players have not yet paid in full. Joy and Derek are following up on those.
 - b. Registrar: Joy
 - i. All rosters are good to go
 - ii. We need to be aware of kids coming into our program to be certain they are in good standing with their former association.
 - c. Committees:
 - i. Coaches Committee: Kara - there is a meeting scheduled for Feb 22
 - ii. Discipline Committee: Brad - nothing to report
 - iii. Marketing Committee: Joy - Schwanns fundraiser expired Friday so there might be a residual check. DeFunk it came to us offering a fundraising opportunity 45% of sales would be for us, \$5 flat rate shipping OR we could do a bulk order and sold it ourselves the profit is 50%. They will set up at the Ice Cup and give samples for the player bags.
5. OLD/NEW BUSINESS:
 - a. Ice Cup update - T-shirt vendor (where to set up and what needs do they have?), concessions will be open, all the goodies (medals, trophies, player bags, water bottles) are here, looking into sponsor for photobooth. Rosters are coming in. The schedule will be out this week.
 - b. Scheduling make up practices - do we have it all covered. We are waiting to see what happens with the Generals playoff schedule before solidifying the end of the season. There are a lot of challenges with different organizations closing their ice/programs. 8U needs some Friday night games.
 - c. Development camp - 2 day camp went well, multiple on-ice sessions, dryland with trainer and nutritionist, players got a jersey and dry-fit. Selection of evaluators was last

minute and maybe not equally represented. Selection of players has not been made pending a review of the evaluation.

- d. Nominations for Board openings - currently 2 positions open. Joy will send out email requesting nominations for those positions and also for new non-voting coordinators (communications, fundraising, tournament).

Nominations are due by Feb 20th

Bios due Feb 25th

Bios released (via newsletter) Feb 27th

Votes due March 5th - turn into Joy, Brad, or Jenn

Final vote will be at the LAHA annual meeting March 20th 6:30pm at the rink

Each USA hockey registrant gets one vote.

Request was made to revisit the By-laws in the summer about election for specific positions.

- e. End of year LAHA celebration planning - team managers/coaches to vote for the top 2 parent volunteers from their level. Jenn to purchase gift cards to present the winners with. We will be including our goalie coach as well.
- f. Second Try Hockey for Free date? Plans? - the rink is handling this one
- g. Jersey update - the re-ordered jerseys will be here Wednesday. MOTION by Brad to refund the jersey fee for the one player who has had to borrow a jersey thus far. Joy second. All in favour. APPROVED

Next OSHA Meeting:

????

Next LAHA Meeting:

Wednesday March 1, 6:30 at the rink

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Minutes

Board of Directors Meeting
March 1, 2017

1. ATTENDANCE: Flint DOUNGCHAK, Brad Tye, Joyen Pendowski, Derek Vinti, Kara Minchin, Lisa Lowder, Jenn Nyberg
2. CALL TO ORDER: 6:38
3. MEETING MINUTES: Approval of February minutes - Motion by Joy, Brad to second; To approve - approved. All in favour.
4. REPORTS:
 - a. Treasurer: Derek - review of Profit/Loss - sitting slightly ahead of budget
 - b. Registrar: Joy
 - i. Audit of all the levels completed and reconciliation of accounts is underway, 6 outstanding
 - ii. Retaining all 81 players - 10 @ 8U, 14 @ 10U, 25 @12U , 17 @14U, 15 @18U
 - iii. Release letters for players going to after season tournaments
 - iv. Possibility of switching to teamsnap, pointstreak, or another option
 - c. Committees:
 - i. Coaches Committee: Kara - a head coach requested a meeting before the end of the season for feedback. There will be a date set in the next few days
 - ii. Discipline Committee: Brad - nothing to report - discussion of what issues result in meeting with disciplinary committee.
 - iii. Marketing Committee: Joy - first run of deFUNKit was a success, not sure about residual sales. Fundraising opportunity to reach out to all the other levels in LAHA.
 - d. CIC Report: Flint - review of year, before season we revamped the expectations of team sizes to reflect ADM and improved our payment options. Adding the intro to hockey sessions and try hockey for free will improve our lower age group numbers to support the growth of the program. There were 5 markers we were wanting coaches to focus on
 - i. Age appropriate practices - succeeded
 - ii. Increase in hockey IQ - B or B+, we need more smaller area games/drills to help with decision making on ice
 - iii. Coach and not just run drills - much improved over the course of the season
 - iv. Dedication to goaltenders - succeeded
 - v. Off-ice training - not a big focus this season, want to move it up in priority for next year

For next year we should dedicate an off ice training person. CIC to meet with Head coaches and provide feedback/answer questions. Email questionnaire to LAHA families for feedback by next week and then disseminate the feedback to the coaches.

Administrative items - parent meeting, locker room policy, screening of volunteers, disciplinary progression and documentation, goal setting/evaluations (failed maybe got ½)

Game performance is great through all levels, tournament play is good too. Plan for more in-house games.

Winter class we had 13 in Saturday intro and 1 in Wednesday. No Spring 3 on 3 this year. Already registered for Spring Intro (not including THFF that 33 kids attended), 7 for Wednesdays and 8 for Saturdays. Looking for 30-40% conversion to teams.

Freeland Grant (District grant) - 10U proposal for half ice boards, \$2500. Goal for 2017 is 3 teams and then exponential growth through 2020 ending with 80 kids at 10U. Next goal is for girls.

Looking ahead - better communication with coaches, division of teams at the beginning of the season, continue with areas of focus, logistics of warm ups and jerseys, meet with referees in person throughout the season, coaching development schedule, more feedback about practices from CIC to coaches, ice planning needs to be addressed.

5. OLD/NEW BUSINESS:

- a. Ice Cup update - financial update from Derek we are in the black! T-shirt guy was excellent. Pros - teams ran smoothly, most games were close, skills competition helped to fill in gaps between games ; Cons - pulling teeth to get volunteers from all families next year we need to allocate the slots equally between age levels and have them filled by the managers.
 - i. Potential to add an extra day and invite more teams from all over the west coast (BC, Washington, California)
- b. Season extended and games added - Kara working on it.
- c. Nominations for Board openings - votes for 16U given to someone other than Kara. We need to be certain planning ahead to define how to delegate votes per team. According to the by-laws there will be the top two people for each position by team (1 for each level except 12U has 2 teams) to be selected by this vote and presented to the Board.
- d. End of year LAHA celebration planning - March 13th, recognition of parent volunteers, Kara and Toshia to get food.
- e. Try Hockey for Free - 33 participants
- f. HS State Championships - here at the rink, Lester from PDX is looking for volunteers to man tables
- g. Concerns at 10U - meeting on Monday with parents, open forum with questions being asked and suggestions from parents. Overall they seemed to be happy with the half ice games and playing each other. A lot of the confusion and frustration came from not having a manager - they are all aware that that would make it better for next year.

Adjourned: 8:30

Next OSHA Meeting:
Saturday April 15th, Eugene

Next LAHA Meeting:
Monday March 20th, 6:30 at the rink

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Minutes

Board of Directors Meeting
April 3, 2017

1. ATTENDANCE: Flint DOUNGCHAK, Brad Tye, LaDawn Kelleher, Mike Dupras, Jon Miko, Joy Pendowski, Kara Minchin, Chris Meade
2. CALL TO ORDER: 6:37pm
3. MEETING MINUTES: Approval of March minutes - Joy made two changes, deFUNKit spelling and change to Old/New Business - 5a - changed wording to read Cons - pulling teeth to get volunteers from all families... - Motion by Brad, Second - Joy; all approve - approved. All in favour.
4. REPORTS:
 - a. Treasurer: Derek - review of Profit/Loss - sitting slightly ahead of budget, what do we do/how do we allocate the surplus? Set up a line item for general fund or discretionary fund. Use an application process. We still have funds coming in and going out so this season is not yet closed.
 - b. Registrar: Joy
 - i. Special Hockey registration process - Kara to discuss sorting out with Kellie and Chris Hays
 - c. Committees:
 - i. Coaches Committee: Kara - 4/22 end of the season meeting at 5pm
 - ii. Discipline Committee: Brad - nothing
 - iii. Marketing Committee: Joy - nothing to report
 - iv. Communications: Lanae/Chris - discuss how to begin turning over systems to Lanae and Chris for the newsletter; a new newsletter is to go out asap. Can we set up an email address for LAHA.org to use for mail chimp
 - v. Fundraising: Jonna - set up a working meeting to design 'job descriptions' for new roles
 - vi. Tournaments: Mike/LaDawn - meeting set to design job descriptions for April 19th 6:30pm at the rink.
 - d. CIC Report: Flint -
 - i. Coaches applications (and review) - send out survey for parents and kids to evaluate.
 - ii. End Season Coaches Meeting - April 20th - basing coaches selection on performance and reviews, place people where we think they fit.
 - iii. New CIC (or at least an Associate) - helps to create continuity
 - iv. Level 4 Seattle - who is due for this

- v. Goaltending and PDC - no flow down of information for pilot program with USA hockey. (2000-2003 age groups)

5. OLD/NEW BUSINESS:

- a. Seating the Board Members - Kara - President, Joy - Registrar, Brad - VP, Jon - Treasurer, Jenn - Secretary - Joy motion, Jenn second all in favour APPROVED.
- b. Girls tournament - 3 girls went up on different teams, all earned MVPs, Ruby's team won 1st. The other coaches complimented the girls skills both on and off ice.
- c. Everysport - replace with weebly/pointstreak (first task to be addressed by registrar and treasurer) Brad made motion to replace Everysport with weebly and pointstreak, Derek second, all in favour. Approved.
- d. OSHA reports - Brad and Kara will get that together as they are due the next meeting
- e. Concussion protocol - approved for 2017/18 season. Form for parents to sign at registration that outlines our association has a concussion protocol that will be followed.
- f. Need a team rep/manager at each board meeting.
- g. Create emails that will transfer.
- h. End of year celebration went well - it was positive and people felt like it was a good thing.
- i. Feedback - newsletter good, getting on the ball with younger team organization for games and team bonding, work with the coaches early on and getting the managers on board before season (add this to the website and provide a handbook), manager mentorship program, 14 and 16U some shortfalls but players played well, practice schedule was a good thing, we need to improve the recruitment from Intro to LAHA

Next OSHA Meeting:
April 15th, 2017

Next LAHA Meeting:
May 3rd, 6:30pm

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Agenda

Board of Directors Meeting
May 3, 2017

1. ATTENDANCE: Flint, Brad, Kara, Joy, Jonna, Lanae, Ladawn
 - a. Missing: Mike, Jon, Jenn, Chris
2. CALL TO ORDER: 6:42 pm
3. MEETING MINUTES: Approval of April minutes - Motion by Joy, Second by Brad; approved All in favour.
4. REPORTS:
 - a. Treasurer: Jon - review of Profit/Loss - not much action since April, Kara will meet with Jon and Derek to switch over signing privileges. Derek surrendered the cheque book and bank card. There will be a separate meeting in May to set budget for next season.
 - b. Registrar: Joy - received payments except for one family (not in good standing), USA hockey sent email regarding new registration process.
 - c. Committees:
 - i. Coaches Committee: Kara - coaches had meeting April 20th and it was clear that the major issue was communication (especially at lower levels), there were a variety of other small things that will be handled better in upcoming season, coaches would like more training and goalie training.
 - ii. Discipline Committee: Brad - nothing to report
 - iii. Marketing Committee: Joy - Kelly Matthews from U of O PR should be invited to future LAHA meeting to discuss 1-2 terms to help with programs (more details?), Allan Hall AHA
 - iv. Communications: Lanae/Chris - Lanae to administrate FB account, major goal is to get into schools to recruit/invite players. We should have google email addresses set up that Flint sent to Kara 4/26/17. Joy has created new website. There will be a newsletter sent out monthly at minimum, and weekly during the season (?) A communications meeting is set for Tuesday following the board meeting(s). We also need to coordinate the coaches survey
 - v. Fundraising: Jonna - needs other people to assist with our efforts, do we have a budget? List of needs, outreach, contacts (who and how), allocating funds to scholarships, sponsorships/subsidy, player difficulties
 - vi. Tournaments: Mike/LaDawn - outlined their responsibilities, booking out time with Rink Exchange, We need sanction numbers, referees (contact Toby), rules approved and the number of teams for each tournament so applications can go out (by Sept 15th)

- vii. Review of April 27th committee meeting
- d. CIC Report: Flint -
 - i. PointStreak - Flint setting up and Joy getting website up for June meeting.

5. OLD/NEW BUSINESS:

- a. Jerseys/socks - Mazama? A stitch in time? Bauer still has option (pursue with Toshia), we want navy jerseys for upper levels and a set of yellow/red/white/navy for 8U. Joy and LaDawn will email managers for numbers (?)
- b. Kara to attend Annual conference USA Hockey June 7th -10
- c. Set time to clean out LAHA office - email will be sent out (place on June's agenda)
- d. Rose City looking to apply as association/organization, LAHA to offer "olive branch" to assist
- e. Coach internship opportunity - 14U camp in Colorado (Ed is interested)
MOTION: Joy motioned to allot a stipend to cover \$1000 for 2 coaches to attend training opportunities, Brad 2nd, all in favour

ADJOURNED: 8:22 pm

Next OSHA Meeting:

Next LAHA Meeting:
June 7th, 6:30pm

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Agenda - Minutes

Board of Directors Meeting
June 5, 2017

1. ATTENDANCE: Jon Miko, Toshia Holden, Flint DOUNGCHAK, Brad Tye, LaDawn Kelleher, Lanae Falls, Joy Pendowski, Mike Dupras, Kara Minchin, Jenn Nyberg
2. CALL TO ORDER: 6:49pm
3. MEETING MINUTES: Approval of May minutes - Motion by Brad Tye, Second - Jenn Nyberg; all approve - yes. All in favour.
4. REPORTS:
 - a. Treasurer: Jon - He has not been able to connect with Derek yet so the hope is to meet by the end of the week to change over check signing abilities at the bank. The last payment from EverySport has not been confirmed by Derek so we have held off the website switch. There is one more budget meeting this month to ensure we are up and running for July 1st registration. **BUDGET MEETING JUNE 13th 6:30pm @ Pure Life.**
 - b. Registrar: Joy - she is working with Flint set up a merchant account with Pointstreak. Website is 75% complete and there will be a "tournament" tab so that teams can get the details and register online. Registration to open July 1st so payment plans can begin July 15th. Joy is gathering electronic copies of all our forms so they will be able to upload them to Pointstreak as soon as they ask for them. **Registration deadline: AUG 15th** to facilitate formation of teams/jersey order
 - c. Emails - Flint has requested 30 min next meeting to train us on how to use the LAHA emails that have been set up. We will have the ability to share documents and transfer emails to new board members as time goes on.
 - d. Committees:
 - i. Coaches Committee: Kara/Flint - new concussion protocol coming out from USA Hockey that we will be in compliance with. Coaches and parents will need to sign acknowledgement of protocol. When in doubt the coaches need to send the player out. Each affiliate organization will have a clinic for coaches to be trained. Concussions will also be added to our parent meeting agenda.
 - ii. Goalie Development clinic: well attended and will become a standard clinic throughout USA hockey (?)
 - iii. Discipline Committee: Brad - nothing to report
 - iv. Marketing Committee: Joy - had a question about placing yard signs at the schools announcing enrollment and upcoming season events. Kelly Matthews from U of O might come to meeting July or August to see if we can work

together. A preview of the website will be sent to the board before it goes live to check content/typos. We will have a tab for “recommended uniform” to guide new families as far as gear, colors, etc. Kara will reach out to Chris and Kellie Hayes about Special Hockey and what to include for that program.

- v. Communications: Lanae/Chris - Newsletters have now been transferred to Lanae. Email items to her for inclusion on newsletter. She has also increased likes/followers on Facebook and is making more regular posts.
 - vi. Fundraising: Jonna - absent today, so Brad will follow up on what needs are for fundraising committee.
 - vii. Tournaments: Mike/LaDawn - Ice Cup 2018 will be Feb 17th-19th. We anticipate 6 teams at both 10U and 12U with a one hour skills competition for each. We are working to reserve ice time, get the refs on board (Toby has been contacted). There will be an update to the year on the logo. They are still working out who will be responsible for which aspects and will delegate to managers to get volunteers from our parents. LaDawn and Mike have been able to split responsibilities between local and remote access.
- e. CIC Report: Flint - he is looking to format practices to meet goaltending training expectations and have predictability between levels and coaches.
- i. Coaches applications - should be going out this week

5. OLD/NEW BUSINESS:

- a. Jerseys/socks - Toshia/Flint to send out 600 series jersey measurements (all will have logos and numbers added in house to save on transit time from ordering to arrival). Jon is confident he can find a sponsor for this expense.
- b. Preseason meeting with parents - set for **Saturday September 30th 2pm** at the rink with corresponding stick time for kids
- c. Set time to clean out LAHA office - June 19th (round 1)
- d. Schedule meetings for summer - Wed Aug 2nd, Wed Sept 5th (I think I missed some?)
- e. Mail duty will be transferred to Jon next meeting
- f. No Hockey events the week of Oct 11th - 15th as the rink is hosting Figure Skating Nationals

6. ADJOURNED: 8:11 pm

Next OSHA Meeting:
July 22nd, Medford

Next LAHA Meeting:
Aug 2nd, 6:30pm

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Minutes

Board of Directors Meeting
RINK EXCHANGE
July 12th, 2017

1. ATTENDANCE: Kara, Brad, Lanae, Joy, Mike, Jenn, Toshia
 - a. Jon, Flint, LaDawn, Chris, Jonna ABSENT
2. CALL TO ORDER: 6:37pm
3. MEETING MINUTES: Approval of June minutes - Motion by Brad, Second by Joy; all approve - yes. All in favour.
4. REPORTS:
 - a. Treasurer: Jon - no report provided. Jon and Derek will be contacted by Kara to set up transfer of accounting details/check signing.. There are concerns about time commitment in order to ensure the monies are being handled as per Board Bylaws (2 signers, frequent reporting, etc). Kara has paid 2 bills so far this summer. No word on everysport deposit.
 - b. Registrar: Joy - website is ready to go as soon as we get the OK. Possibility of adding a FAQ tab at the top to help with Parent questions. Questions raised about having a scholarship donation option for people to donate \$5 or \$10 or something smaller. Change all documents/links to The Rink Exchange instead of Lane County Ice. Change the hotel details on tournament pages to read TBD.
Pointstreak pricing \$500 annual flat rate, set up fees are waived but \$49 credit card set-up fee, 3.25% processing fee plus \$0.20 per transaction.
Motion: to approve pricing agreement with PointStreak motion by Brad, 2nd by Joy
 - c. Committees:
 - i. Coaches Committee: Kara - 19 applications collected so far, modules need to be completed PRIOR to taking the ice. USA Hockey should have modules for this season up and running. Next meeting we need to seat the head coaches. This will then be updated on website
 - ii. Discipline Committee: Brad - nothing to report
 - iii. Marketing Committee: Joy - Kelly Matthews is confirmed for August 16th meeting.
 - iv. Communications: Lanae/Chris - Sent out first newsletter. Looking to get registration announcement out so parents can budget for payment plans
 - v. Fundraising: Jonna - ABSENT - Joy with update - she has set up wreath and poinsettia fundraisers (for Nov), Papas pizza coupon sheets (Oct) as individuals, Ninkasi night for scholarship/equipment needs is in the works. We need to find

out if Jonna is tracking the income distribution to each player. Brad will email her letting her know that tracking is the responsibility of her committee and the summary will be turned into the treasurer.

- vi. Tournaments: Mike/LaDawn - discussion about setting up host hotels (should be done by mid August), Toshia and Kara to provide contact details to tournament chairs. Rules are being adapted for this year's rules - tie-breakers to be reviewed to ensure it is correct. Looking for copy of invitations to go out beginning of Sept.
- d. CIC Report: Flint -
 - i. ABSENT

5. OLD/NEW BUSINESS:

- a. Flint's email presentation (ABSENT) - Kara - all emails are active. Format is firstname.lastname@laha.org. Also President@laha.org, Vice_President@laha.org, Treasurer@laha.org, Secretary@laha.org. Still need registrar and all the committees @laha
 - b. Rose City - Kara reached out to let them know we might be interested in having them as an umbrella organization. Portland then made an offer and Rose City is looking to partner with Portland as a majority of their players local to Portland but further discussion will be had at the next OSHA meeting.
 - c. Preparing to send ice bill to Portland for this past season's ice usage.
 - d. Registration fees - budget allow us to maintain last year's fees. 18U \$1910, 14U 1760, 12U 1550, 10U \$1400.00, 8U \$750.00
 - e. Jerseys and socks - need a rough number - Toshia to order based on last year's numbers and upgrading all levels to the 850 series, and the 600 socks, with the exception of 8U. They will order them "plain" and do logo and numbering in Eugene. Kara and Jenn to bring samples of 14U and 12U jerseys.
 - f. Ice fees and usage - we anticipate parent feedback and questions and want to be prepared to field these. We have made the decision to become a ADM model program and thus we have moved toward sharing ice. This also allows us to maintain registration fees. Practices are set to be
 - i. **8U** Mon 6:00-7:00, Thurs 5:30-6:30
 - ii. **10U** Mon 6-7, Wed 6-7, Thur 6:45-7:45
 - iii. **12U** Mon 7:15-8:15, Wed 6-7, Thurs 6:45-7:45
 - iv. **14U** Mon 7:15-8:15, Wed 7:15-8:15, Thurs 8:00-9:00
 - v. **18U** Mon 7:15-8:15, Wed 7:15-8:15, Thurs 8:00-9:00
 - vi. **Goalie and Special:** Thursdays 5:30-6:30
 - vii. MOTION: Brad motion to approve ice schedule as discussed, Joy Second, All in Favour.
- Ice is available Fridays 5:45 for intersquad games
- g. Yard signs - about 60 schools in local districts (Bethel, Springfield, 4J and some privates) ordering 100 signs would cost \$750.00 but would last a few years. Take some to Corvallis, Albany, and Lebanon
- MOTION: Jenn motioned for us purchase 100 signs for \$750, Brad second, all in favour

Next OSHA Meeting:
July 22nd Medford

Next LAHA Meeting:
August 16th, 6:30pm

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Minutes

Board of Directors Meeting
RINK EXCHANGE
August 16th, 2017

1. ATTENDANCE: Kara, Joy, Mike, Jenn, Brad, Kelli, Jaclyn, Flint, Jon (late)
ABSENT: Jonna, Lanae, Chris, LaDawn
2. CALL TO ORDER: 6:32
3. MEETING MINUTES: Approval of July minutes - Motion by Joy, Second by Joy;. All in favour.
4. REPORTS:
 - a. Treasurer: Jon - Fixed all the issues with PO Box and Bank. He now has full access to our checking account, but not to our savings account. Jon's team of accountants is working to resolve Quickbooks reconciliation. Our taxes have been filed but with an inaccurate fiscal year end date and the monies reported are different than our QB accounts. There are no paper statements since May 2016. Jon ordered them up to current. We have money in the bank but it doesn't show in quickbooks. He did begin a new budget for this season but there are a lot of blanks. He also might have a sponsor for the full \$10000.00 jersey cost we projected.
 - b. Registrar: Joy - website is live. Payment plan concerns and jersey cost questions likely to be raised as parents register. We have 9 kids registered, with positive feedback.
 - c. Committees:
 - i. Coaches Committee: Kara - seat head coaches - 21 applications in total with 6 who indicated Head coach: Flint (12U/18U/ 14U), Kevin Chambers (10U/8U), Jon Miko(12U/8U/10U), John Bradner (14U), Dan Trent (10U), Ed Huddleston (14U) Assist at 12U (Dave Haskell, Sean Hachey, Phil Scher, Doug Conrad, Jenn Nyberg).
 1. 18U offer HC position to Dave Rhodes: Chuck, Dave Pierce, as assistants (one team)
 2. 14U Ed Huddleston with John, Brad Tye, Scott Williams, Jason Falls as assistants (one team)
 3. 12U Jon Miko and Jenn Nyberg (2 teams) -
 4. 10U Dan and Kevin HC (2 teams), Chris Fennerty
 5. 8U Max, Joel, Chris Meade, Kristin?
 6. Flint to take skills on Monday with 12U/14U/ 18U
 - ii. Coaches Meeting set for Sept 6, from 6-7pm at the rink ALL COACHES Brad to send email

- iii. Game schedule is almost set, Portland did not participate is the group scheduling with Medford, K Falls, Bend, and Eugene. 8/10U jamboree in Nov Eugene/Feb in Medford, 12U in K Falls March, 14U state championship Bend
- iv. Discipline Committee: Brad - nothing to report
- v. Marketing Committee: Joy - UO Allen Hall - Kelli and Jaclyn presentation. Attracting girls to our program, community visibility, safety perceptions, cost.
 - Student run PR programs at Allen Hall. Team of journalism students and account executives that run through an academic year. Wide range of work they can do: fundraising, media, events, if we have specific needs they will find someone who can supply it. They charge some clients and provide pro bono work for others (we would be pro bono). We provide their students with “standard” problems that the students can learn how to handle for their real world experience. A collaboration between us can provide LAHA with the ability to gain more community awareness and we can provide the students with additions to their portfolio.
 - our responsibilities would be to provide a “touch point” person (Brad/Joy) to guide and direct weekly or biweekly what our needs might be or specific projects. They will provide us with completed projects, not “half-baked” ideas. We would be required to attend agency meetings (at least the point person). We need to be sure that we have enough work for them to do during the year.
 - fundraising and tournament promotion would be good places to gain knowledge on where to grow, also funneling new kids into the intro and learn to skate programs so we have a pool to recruit from. Strategies for social media output. If there are costs involved with the implementation of plans it will be the responsibility of LAHA.
 - next step is for their team to meet and summarize what they can do for us. Classes start end of Sept and team can be in place mid October. We might be able to provide direction before Oct if their lead reaches out.

MOTION: Jenn motioned to “hire” this group to promote LAHA. Brad second. All in favour.
- vi. Communications: Lanae/Chris - talk to
- vii. Fundraising: Jonna - ABSENT - Brad with update - Jonna has our 501c3 designation. She has feelers out to businesses to look for fundraising opportunities from local businesses. We need to be conscious of the other organizations doing similar events so we can be complementary and not competing. Still no feedback on management of how these funds, how they will be allocated either to the player or organization. The board needs to know what direction she is going in and why the non profit designation is needed.
- viii. Tournaments: Mike/LaDawn - hotels - Info from Joey, rates from 109-199 per night at 5 different “partner” hotels for our tournament dates. Passkey is the organization/program for us to get a kick back from the room cost. Tournament fees will be the same as last year. Ice times are in the works. Mike to request sanction number for the tournament. Kara is forwarding invite details to Mike.
- ix. CIC Report: Flint - nothing

5. OLD/NEW BUSINESS:

- a. Flint’s email presentation - how do we login? www.portal.office.com

- b. Rose City - independent organization under OSHA.
 - c. Did ice bill get sent to Portland (\$8000 check we are waiting on?) Nothing in the post office box yet. Kara checking on address it was sent to.
 - d. Jerseys and socks - Sponsorship came in from Resolve by Lowes in the amount of \$10000.00 to cover jerseys and socks. Flint ordered jerseys already and they should be here in about 2 weeks. We will segregate funding and buy them from the rink as needed. Flint to provide Joy with a product image to place on the website.
 - e. Scholarship policy & applications - need to develop a policy to determine who qualifies. Most other organizations use free and reduced lunch as a guide. Kara provided a proposal and a sample application. We need to add this into the budget for the year
MOTION: Brad motions for approval of the proposed scholarship application policy and application. Jenn second. All in favour. Approved
 - f. Distribution of yard signs for school posting - volunteers? Joy has 100 signs for us and has created school lists. Do we need permission to place them at the schools?
6. Adjourned 9:03pm

Next OSHA Meeting:
October 22, 2017 Portland

Next LAHA Meeting
Sept 13, 6:30pm The Rink Exchange

Eugene Jr. Generals

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

Minutes

Board of Directors Meeting
RINK EXCHANGE
September 13th, 2017

1. ATTENDANCE: Jonna, LaDawn, Brad, Jenn, Kara, Mike, Joy, Dave Rhodes
ABSENT: Jon
2. CALL TO ORDER: 6:37pm
3. MEETING MINUTES: Approval of August minutes - Motion by Brad, Second by Joy ; All in favour.
4. REPORTS:
 - a. Treasurer: Jon - Treasurer's report submitted - current fiscal YTD; Jon submitted bills for Quickbooks online and a new hard drive for the computer. Motioned by Joy, seconded by Jenn; approved.
 - b. Registrar: Joy - Numbers, Outreach, Rosters, Deadlines, Early/Late Regs & Fees
 - i. 48 registered players as of 4pm 9/13/17
 1. 8 -- 8Us
 2. 9 - 10Us
 3. 17 - 12Us
 4. 7 - 14Us
 5. 7 - 18Us
 - ii. Next year we need a plan for opening/closing registration
 - iii. Jenn will see if she can reach everysport to disable their link to our registration\
 - iv. We are looking to see if we can use youth drop in on Sep 24
 - c. Committees:
 - i. Coaches Committee: Kara - held coaches meeting; Joy explained rosters; setting up Team Snap for each team
 1. 8U coaches - discussion as to recruiting additional coaches; Chris Meade agreed to head coach
 - ii. Discipline Committee: Brad - nothing to report
 - iii. Marketing Committee: Joy - Can we change this to Brad? Yes.
 - iv. Website: Joy - Joy will reach out to Flint to get passwords for committee members to get their emails active.
 - v. Communications: Lanae/Chris - Board will continue to funnel info to the committee to broadcast
 - vi. Fundraising: Jonna -

1. Papa's pizza (individual fundraiser)
 2. Ninkasi - group fundraiser -
 3. Wreath/poinsettia - decided to not due to figure skating involvement
 4. Schwan's Cares campaign - set up
- vii. Tournaments: Mike/LaDawn - tournament flyer ready to go up; Mike to request sanction number from Lester
- viii. CIC Report: Flint - nothing

5. OLD/NEW BUSINESS:

- a. Scholarships - two families have applied for scholarships; both have met the requirements - approved as submitted, pending follow through with registration and initial payment
- b. Team Meetings - Kara to email head coaches to ask them to have team meetings and email info to Joy to get it on the calendar; also plan a manager's meeting
- c. UO Program - Allen Hall update? They are close to hiring someone to put to task. They have provided an outline of the things they want ot do in the social media realm to create and promote our brand
- d. Assistant coach assignments - on email to head coaches, ask HC to assign assistants
- e. When to collect yard signs - By the end of September
- f. Details on team jerseys & next steps - on the way; getting dollar amounts from
- g. Schwan's Cares campaign - see above in fundraising
- h. Game schedule - ready to send out
- i. Team Snap setup - see above in coach

Adjourned 9:22

Next OSHA Meeting:
October 22, 2017 Portland

Next LAHA Meeting
Oct 4, 6:30pm The Rink Exchange

Eugene Jr. Generals

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Minutes

Board of Directors Meeting
RINK EXCHANGE
October 3, 2017

1. ATTENDANCE: Jenn Nyberg, Joy Pendowski, Kara Minchin, LaDawn Kelleher, Lanae Falls
ABSENT: Jon Miko, Brad Tye
2. CALL TO ORDER: 6:52pm
3. MEETING MINUTES: Approval of Sept minutes - Joy motioned, Jenn seconded. All approved.
4. REPORTS:
 - a. Treasurer: Jon - Treasurer's report submitted - ice has been paid through November and fees are coming in. Questions regarding rounding and sales of product?
 - b. Registrar: Joy - there are some who are not on payment plans however most everyone is on time/schedule. Rosters are being developed however with a new District registrar verifying the birth certificates there are some that didn't transfer over at the district level. Games are being added to the system and teams are set up in team-snap. If we register more players at 14U we will not be splitting the team at this time and parents will be informed about how it will run at a parent meeting. Next year we will have a deadline and a registration event.
 - i. 76 registered players
 1. 12 - 8Us
 2. 13 - 10Us
 3. 23 - 12Us
 4. 19- 14Us
 5. 9 - 18Us
 - c. Committees:
 - i. Coaches Committee: Kara - Combined practice last night was the first one with 3 levels. There are coaching development opportunities that were noticed. We will work on getting all coaches comfortable and involved in the practices. Coaching development will take place on some Saturday's when the 18U plays at home. They will be about 30-45 min
 - ii. Discipline Committee: Brad - nothing to report
 - iii. Marketing Committee: Brad - U of O is putting together their working team and will have more to report next meeting.
 - iv. Website: Joy - EverySport is not responding to our communications to redirect. Responses have been good and that it is user friendly. Update for schedules on

website - No practice Oct 11 and 12th, Nov 22, Dec 22 is last day before Christmas Break and starting back Jan 3. Updating ice times to reflect that they are on the ice during those.

- v. Communications: Lanae - She is prepared with a memo about jerseys as soon as we have the update from Toshia. Redoing our bulletin board is on her to do list. We will communicate earlier for the gear swap and might hold one at the seasons end. Suggestions to add things from USA hockey magazine or to add responses to questions we are hearing at the rink. Having "Hockey Dads" details would be good. Reach out to our parents for photos and coaches about things happening for their team.
- vi. Fundraising: Joy (for Jonna) - Papa's pizza ends Oct 11th, moneys and remaining flyers will be turned in at the cashiers desk at the rink on the 12th, Jan 15th Mod Pizza (group funds), Ninkasi date Dec 12 - \$1 from every pint sold between 12-9 will come to LAHA. Schwann's fundraiser has two people so far (there is a new box to check that they will only do a one time delivery). Suggestion of having it earlier in the year to offset registration fees. It needs to be advertised better and a follow up on why or why not a particular event worked/didn't work
- vii. Tournaments: Mike/LaDawn - hotel is set, invites are out, ice is booked, LaDawn is looking into medals, and has plans for a team manager meeting once they are set. Raffles and sales from t-shirts etc. What used to happen was 10% to the organization and the rest went to the teams. We need to be clear on how these funds are being distributed. We will address this at an upcoming meeting.
- viii. CIC Report: Flint - coaching development is the only current thing he is working on.

5. OLD/NEW BUSINESS:

- a. Flint - Still need to get passwords for board/committee members to get their emails active. He is sending it to Kara
- b. Scholarships - no new applications and the deadline has passed. It is still available for families new to the program this year.
- c. Team Meetings - 18U, 14U, and 12U have had or have meetings scheduled. Date for manager's meeting Oct 19th 6:30 at the rink.
- d. Details on team jerseys - Joy and Toshia working on getting them and adding player numbers. The order is in but no arrival date. Request has been made by Kara to provide jerseys for at least 10U and 12U by Oct 15th because they have games Oct 21st
- e. Game schedule - still being uploaded to website. Kara has not heard times from K Falls or Medford with exact times but we do have the dates.
- f. Team Snap setup - trouble logging in may need to uninstall and re-install.
- g. Scheduling of meetings and sending the agenda out to our program families in advance Jenn to email for final input from Board members 10 days prior and then send to Joy to post on website. Looking to switch to Tuesdays
- h. Discussion of interassociation players and what the rules are.

Adjourned 8:45pm

Next OSHA Meeting:

Next LAHA Meeting

October 22, 2017 Portland

TBD, 6:30pm The Rink Exchange

Eugene Jr. Generals

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

Minutes

Board of Directors Meeting
RINK EXCHANGE
Tuesday November 7, 2017

1. ATTENDANCE: Joy, Kara, Brad, Jenn, Jon Mike, Lanae, Max, John, Jordan and Jack from U of O
ABSENT: Jonna, Flint, LaDawn
2. CALL TO ORDER: 6:32pm
3. MEETING MINUTES: Approval of Oct minutes - motioned by Joy, seconded by Brad. All approved.
4. REPORTS:
 - a. Treasurer: Jon - Treasurer's report submitted - taxes filed? Chris has all the details but we have not heard yet if they were filed for this year.
 - b. Registrar: Joy - Rosters all submitted and approved, however 8U is pending.
Team managers should now have official rosters INCLUDING all safesport and contact information for team "staff". Spreadsheet included that has all the waiver details and agreements parents signed at registration. Scoresheet sticker templates as well. Questions about parents/volunteers entering locker rooms (came up in Medford).
#s - 8U 16,10U 14,12U 23, 14U 19, 18U 10.
We have had \$80 donated with \$25 unrestricted and \$50 scholarship
6 teams are registered for Ice Cup (4 from Portland - 2 each level, 2 from Bend 1 each level)
Coaches have been on the ice without registration so email will be sent to head coaches requesting that all assistants have USA hockey cert completed BEFORE they take the ice.
Reminder to parents/player to keep game attire (jerseys and socks) for games ONLY. We have extra jerseys if needed for practices.
 - c. Committees:
 - i. Coaches Committee: Kara - nothing to report. Looking to schedule coaches meeting by end of November.
 - ii. Discipline Committee: Brad - 12U player incident addressed. Game suspension has been served. Player/parents to be provided a copy of documentation to be kept on file as well.
 - iii. Marketing Committee: Brad - U of O Allen Hall - 4 members in our team to do PR and marketing. Working on social media, connecting with local media, preparing for next season registration. Currently an anonymous survey being prepared to send to families to understand how people come to us so they can target better. They will send a final draft to the board before LAHA sends to

- iv. parents. Helping with Ninkasi fundraiser, player profiles, pics from THFF Website/TeamSnap: Joy - EverySport called back, Barry deactivated the tournament links on the old site. They will not redirect so Joy has begun to implement a 301 redirect. We cannot track a payment that was received by EverySport.
New website is all up to date with exception of fundraising. U of O to send blog details to Joy to upload to websites.
Teamsnap - 12U and 14U have paid version to track availability. 18U will monitor it on their own, if 8U decides to do it then the teams will be combined for better management.
- v. Communications: Lanae - Concerns about setting up instagram account as there is no one set up as our photographer. Once the U of O people are done for the year then who does it fall to. We can reach out to families to send pics to us to pull from. She requests more notice for events such as THFF so we can get more “advertising”. We have a couple of media contacts in the adult/generals “hockey family“ bulletin board is being worked on - looks great so far! Request from Joy to send a “preview” of newsletter to Board member.
- vi. Fundraising: Jonna - Ninkasi date Dec 12 - \$1 from every pint sold between 12-9 will come to LAHA advertised in Newsletter and on FB. We have checks from fundraising for people who have already paid in full, we can issue refunds or apply as credit for next season.
- vii. Tournaments: Mike/LaDawn - We will continue to take registrations in pairs. Still looking to Medford, K Falls, Bremerton, PNAHA scheduler, Vancouver, Kara suggested SKAHA. Would we gain more interest in 10U cross ice with lower fees? Agreed to repost 10U as \$1000 and issue refund to the teams already paid. Budget to be provided from last years tournament as a guide for buying supplies, medals, etc. Anything that is organized by the Tournament committee (registration, hotel, t-shirts) 90% will go to LAHA, 10% to the teams. Anything that the teams do - raffle baskets, love notes in program, Team generated merchandise items, etc - will be 5% to LAHA, 95% to team. Still have not got a sanction number.
- viii. CIC Report: Flint - not in attendance
- ix. Concussion forms: Kara - 18Us have turned them in, waiting for all others.
- x. THFF: Kara - 23 on the ice, down from last couple of years, we moved the ice time away from public skate which might be a reason. We should have a THFF committee moving forward. It is a lot of work for just the Board to take on. Many families were out of town and could not help.
- xi. 18U games: Kara - Portland is no longer going to be playing our 18U team. Email was sent to Paul to try to work things out. Email from Kara was sent to the high school program. There is a possibility of Portland putting together a “select” team from their house programs to play us.
Referee issue for second 18U game this past weekend - email has been sent to the refs organization to know what the issue is.
Email to be sent to OSHA to ask about State.
Possibility of playing Vancouver but need to get additional refs and confirm ice time. Mike is requesting to reach out to Portland AA.

OLD/NEW BUSINESS:

- a. OSHA update - fee increases from USA hockey next season. Girls Showcase team this year. Adult tournament sponsored by district this year. Q&A for registrars coming up. Oversight committee review should be completed by April, goalie camps Aug 3-5th, 2003 girls, 2004 boys there will be a State tryout with feedback coming back to players for the first time. Refs are up by 6 people. State development camp to include girls this year. Budget is in process.
- b. Dates for LAHA parents meeting - similar to last year's, Nov 27th 7:15pm upstairs.
- c. 12U jamboree in K falls in March - Running Y contract is not favorable. We will have each individual book on their own. Joy to send out emergency email so the rooms don't run out.
- d. Team/player photos December 7th. To be announced again at parent meeting. We need to be sure that lighting is good, getting names/level played on the pics, pics on the ice.

Adjourned 8:24pm

Next OSHA Meeting:
Conference call January TBD

Next LAHA Meeting
Tuesday Dec 5th , 6:30pm The Rink Exchange

Eugene Jr. Generals

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

Agenda

Board of Directors Meeting
RINK EXCHANGE

Wednesday December 6, 2017

1. ATTENDANCE: Brad, Kara, Jon, Christy, Mike, Joy, LaDawn, Jenn, Flint
ABSENT: Jonna, Chris, Lanae
2. CALL TO ORDER: 6:34
3. MEETING MINUTES: Approval of Nov minutes - motioned by Joy, seconded by Jon. All approved.
4. REPORTS:
 - a. Treasurer: Jon - Treasurer's report submitted - we have paid ice fees through Dec. Balance is in the positive. We are on budget as an organization but per team projections were off.
 - b. Registrar: Joy -no change on player numbers. Report on outstanding reg fees. 12U player with divorced parents - one parent is up to date, other is not. The expectation is that all payment plans be completed by January. 14U has 2 players behind, 18U has a family behind as well. It is proposed that we no longer accept any alternate payment plans - we have 2 options pay in full or stick to the Pointstreak plan. We will set a fine for payments that do not process. The details will be discussed and presented at a future meeting.
All safesport and roster details have been completed and are finalized.
 - c. Committees:
 - i. Coaches Committee: Kara - coaches meeting set for Dec 11 8:30pm at the Rink front room.
 - ii. Discipline Committee: Brad - OSHA discipline issue completed with Portland and another one coming up. So far no issues for LAHA
 - iii. Marketing Committee: Brad - U of O Allen Hall - survey has been completed, students are gone for Christmas. Began with player profiles last week, kids/parents seem to be excited about the opportunity. Working with Lanae on FB and Instagram. Have a synopsis of what they have been working on between meetings. Typically they will have a representative present at the meeting. What is the budget and the marketing plan? Encourage parents to repost on their own
 - iv. Website/TeamSnap: Website on mobile devices is not showing up well, change it to agenda view and then it will look better. We are redirecting web traffic to the new site.
 - v. Brochure update - lets update the "old" one to something that is evergreen (no

- fees/specific dates listed so they can last more than one season). Joy is going to take this on. Suggested an insert into the brochure that is season specific.
- vi. Communications: Lanae - Instagram will launch January, Newsletter will include new Social Media email for photos and the upcoming fundraisers. We will send feedback to Lanae about times for pictures.
 - vii. Fundraising: Jonna - Ninkasi date Dec 12 flyer finalized and posted to FB, Flint to arrange to send to adult league, Mod Pizza night date Jan 15th.
 - viii. Tournaments: Mike/LaDawn - 5 confirmed 12U teams and 6 confirmed 10U teams. LAHA teams should be registered the same as any other team. Sanction number - takes 6 weeks to process (details with Wendy right now). Email will go out with a reminder to managers/parents to start getting donations for the raffle baskets. LAHA teams will need to cover the base costs with their registration fee. TBD the exact amount to be drawn from team fees.
 - ix. CIC Report: Flint - nothing to report
 - x. Concussion forms: Kara - they are all in. The return to play forms should be turned into the coach and then handed into the Board.
 - xi. THFF: The rink followed up with the 16 girls that attended. Can we assign the follow up to the board or parent volunteer?
 - xii. 18U update: reaching outside the state for games. Tricities, Vancouver, maybe Tacoma. Collier Cup has been confirmed. we still have ice here that was slotted for Portland.

OLD/NEW BUSINESS:

- a. Parent meeting follow up - would be better to have earlier in the season. In the New Year we will meet with them to discuss how this month went.
- b. Team/player photos December 7th. Want to be sure that ice is quarantined off for the pictures. Photographer gets here at 5:30. Coaches should be notified by teamsnap to know how the group picture set up will be. Rink lights will be at full power.
- c. Christie - names on the back of jerseys. Board will stick with their original decision this year about no names on jerseys.

Adjourned at 8:36

Next OSHA Meeting:
Conference call January TBD

Next LAHA Meeting
Tuesday Jan 9th , 6:30pm The Rink Exchange