

Eugene Jr. Generals
Lane Amateur Hockey Association
P.O. Box 50211, Eugene, Oregon 97405
www.laha.org Tel: 541-937-5260

June Minutes
Board of Directors Meeting
Tuesday, June 2nd, 2020, 6:30 p.m.

Zoom Call
Phone: (669) 900-6833
Zoom Meeting ID: 541 321 3651
Online: <https://us02web.zoom.us/j/5413213651>

1. PRESENT: Joy, Dan, Sarah, Daniel, Joel, Jenn, Lanae
ABSENT: Carrie, Kara
GUESTS: Megan
2. CALL TO ORDER: 6:33pm
3. MEETING MINUTES: Approval of May minutes ----- Motion to approve by Dan,
seconded by Joy. Minutes for May are approved.
4. REPORTS:
 - a. President: (Joy)
 - i. LAHA - Sat in on call with USA Hockey today about rinks opening. 40% of rinks in the country already open, another 30% to open by the end of the month of June (70% of rinks open). No requirement for full face shield instead of cage. Players do not need to wear masks while on the ice. Coaches are encouraged to wear masks while on the ice. No use of whistles or latex gloves. Players should not share quick change gear without it being cleaned or sanitized between uses. With families struggling financially we could ask former families to help sponsor players.
 - ii. OSHA - Currently updating the OSHA guidebook. 8U and 10U will be half-ice and intermediate size nets across the State. Added travel restrictions to be more clearly outlined. 8U to stay in state. 10U to have 200 mile travel restriction. All house games will be run clock. Stop clock only used for tiered play. 14U and below will be 60-minute games with 17 min periods, 18U will be 75-minute games with 20-minute periods. All teams outside of tiered teams in Oregon will be rostered as house travel B. No 16U only 18U.
 - iii. OHOA - nothing to report.

- b. Treasurer: (Jenn) Reconciled bank account. All bills have been paid for the season. Still waiting on self audit instructions. Effective June 1st we are in the 2020/2021 fiscal year.
- c. Registrar: (Carrie - absent) Registration opens July 1st. Finishing set up for TeamSnap this week. Should we have packet that families print out for documents that need to be in physical form? Could we use DocuSign? Can we afford that? Consensus was to have signed documents from parents before players can participate.
- d. Committees:
 - i. Coaches Committee/CIC Report: (Daniel/Flint) Daniel and Flint did one on one with coaches. Coaches were given goals to think about for next season. Trying to organize BBQ for coach follow up and talk about plan for next season. Possible that coach clinics could be online. We need more coaches, especially at 12U and younger!
 - ii. Discipline Committee: (Jenn/Dan) nothing to report. Jenn and Dan to coordinate transfer of documents/records and setup standard template letters.
 - iii. SafeSport: (Kara) nothing to report
 - iv. Ice Cup: (Mara/Joy) Mara interested in staying with Ice Cup. Will we be able to host tournaments? Still planning for the 14U-18U tournament in December.
 - v. Marketing/Website Committee: (Joy) Website still a work in progress. Will continue to add photos and add items to store once we have them ready to sell.
 - vi. Fundraising: (Joy) Joy researched purchasing water bottles, stickers sheets, and car decals. Jenn motioned to purchase water bottles, sticker sheets and window stickers, Dan seconded. All were in favor.
 - vii. Communications: (Lanae) We are going to use mail chimp to email families from last season until families are registered in TeamSnap.
- e. Team Reports: None to report this month.

5. OLD BUSINESS:

- a. Updating Bylaws and Board Size: (Joy) Follow-up to schedule a work session to create position descriptions. Do we want to have sub chairs for our positions? Someone that shadows each board position. Do we want extra positions? Scheduler. Safety manager. Equipment manager. Set up meeting for sometime after June 12th. Joy will email to set a date.
- b. Volunteer Accountability Proposal: (Joy) Revisit parent-submitted proposal. Proposal suggests having a class to teach parents how to do various volunteer positions (score keeper, penalty box, locker room monitoring, team rep at board meetings, pass out flyers in the community etc.). Hold parents accountable if they miss a scheduled volunteer time. Does a player not play? Can the rink provide score keepers? Would cost \$15 a game. Board decided we need to give team

managers the necessary tools to manage volunteers. Support them with how to organize volunteer needs. Keep track of who volunteers to show who needs to step up and participate. LAHA will now ask every family volunteer 8 hrs during the season. Families could choose where they want to contribute during the registration process. Could have check boxes of which jobs they are willing to do. How do we enforce this? Accountability? Could we add language to the parent code of conduct? We will explore adding this while updating the guidebook.

- c. Uniforms: (Joy) Order has been placed. Ready to go to print. Checking with Flint on the rink being able to do the numbers. The rink can't do numbers for us going forward. Board discussed and decided our best option given the new uniforms, vendor and numbering process to pre-print numbers on the jerseys. Players can select their numbers from what is available in their size on a first-come first serve basis based on registration date. Jerseys will be here in approx. 4 weeks. Rink will still be able to provide the navy and white logo'd jerseys for players for practices if they do not have jerseys from the 2019-20 season or if what they have no longer fits. All players will be required to wear Jr. Generals jerseys for practices.
 - d. Try Hockey for Free: (Joy) Discuss format and options for upcoming season. Trying to figure out how to improve conversion rate from THFF - Intro - LAHA. Have rink employee contact families from THFF. Stretch THFF to multiple days instead of just one day. Could discourage participation? Increase amount of THFF and ultimately increase Intro #s.
 - e. Guidebook updates: (Joy) Some info not in a logical place. Some info isn't in there. Guidebook doesn't discuss substance abuse, use of the logo, refund policy, do we prorate fees, etc. The review is $\frac{3}{4}$ of the way done with updates. Send out to board to review soon in order to adopt new guidebook items before registration.
 - f. Codes of Conduct: (Joy) Updates will continue to be made and sent out to the Board for review/approval.
 - g. Discipline Ladder: (Joy) Updates will continue to be made and sent out to the Board for review/approval.
6. NEW BUSINESS (3-minute time limit per item):
- a. Parent Committee formation re: competitiveness/camaraderie between teams
 - i. Continue to work on coach/team manager and parent communication with setting the expectations at the beginning of the season. Discussion was that no committee is needed at this time. Some of the causes of the issues are already being addressed in other areas/ways.
 - b. Practices, games, ice use with reopening
 - i. Looking at different configurations as options when things reopen for number of players on the ice, teams on the ice at the same time, practice plans, locker rooms, if spectators will be allowed, etc. The rink will follow up with us on what will be allowed.

Meeting Adjourned: 9:00pm

Executive Session:

Next OSHA Meeting:

July 11th in Portland/Conference Call

Next LAHA Meeting:

July 7th at 6:30 p.m. via Zoom

Lane Amateur Hockey Association

BUDGET VS. ACTUALS: FY 2020 LAHA BUDGET JP - FY20 P&L

June 2019 - May 2020

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Donation Income		500.00	-500.00	
Fundraising Income		1,000.00	-1,000.00	
Grant Income		1,000.00	-1,000.00	
Ice Cup Tournament				
Hotel Commissions	730.00	500.00	230.00	146.00 %
Program Ad/Player Note Sales	1,140.00	650.00	490.00	175.38 %
Raffle Ticket Sales	2,907.75	2,000.00	907.75	145.39 %
Sponsorships	1,000.00	100.00	900.00	1,000.00 %
Team Registration Fees	27,600.93	28,000.00	-399.07	98.57 %
Vendor Sales Commissions	1,420.40	1,000.00	420.40	142.04 %
Total Ice Cup Tournament	34,799.08	32,250.00	2,549.08	107.90 %
Registration Fees				
1. 8U	14,689.65	15,000.00	-310.35	97.93 %
2. 10U	24,957.54	21,700.00	3,257.54	115.01 %
3. 12U	34,643.55	26,720.00	7,923.55	129.65 %
4. 14U	44,408.43	41,360.00	3,048.43	107.37 %
5. 18U	30,522.50	23,100.00	7,422.50	132.13 %
6. 18U T2	66,779.19	49,500.00	17,279.19	134.91 %
Total Registration Fees	216,000.86	177,380.00	38,620.86	121.77 %
Tryout Income				
18U T2 Tryout Registrations	1,170.00	975.00	195.00	120.00 %
Total Tryout Income	1,170.00	975.00	195.00	120.00 %
Total Income	\$251,969.94	\$213,105.00	\$38,864.94	118.24 %
GROSS PROFIT	\$251,969.94	\$213,105.00	\$38,864.94	118.24 %
Expenses				
Advertising/Promotional	2,679.26	5,000.00	-2,320.74	53.59 %
Coach/Volunteer Expenses				
Background Checks		1,000.00	-1,000.00	
Coach Training	2,359.20	2,000.00	359.20	117.96 %
Coach Uniforms	5,327.19	5,000.00	327.19	106.54 %
Total Coach/Volunteer Expenses	7,686.39	8,000.00	-313.61	96.08 %
Credit Card Expenses				
Processing Fees	9,114.44	7,500.00	1,614.44	121.53 %
Total Credit Card Expenses	9,114.44	7,500.00	1,614.44	121.53 %
Equipment				
Coach/Team Equipment	3,610.63	1,750.00	1,860.63	206.32 %
Dryland Equipment	1,184.75	1,750.00	-565.25	67.70 %
Total Equipment	4,795.38	3,500.00	1,295.38	137.01 %
Ice Cup Tournament Expenses				
Tournament Awards	1,522.59	1,500.00	22.59	101.51 %

Lane Amateur Hockey Association

BUDGET VS. ACTUALS: FY 2020 LAHA BUDGET JP - FY20 P&L

June 2019 - May 2020

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Tournament Ice Rental	14,190.00	14,250.00	-60.00	99.58 %
Tournament Misc. Expense	471.96	500.00	-28.04	94.39 %
Tournament Officials	3,150.00	4,000.00	-850.00	78.75 %
Tournament Printing	1,232.22	1,000.00	232.22	123.22 %
Tournament Sanction Fees	225.00	75.00	150.00	300.00 %
Tournament Team Proceeds	1,014.80	2,250.00	-1,235.20	45.10 %
Tournament Team Swag & Snacks	2,905.38	2,500.00	405.38	116.22 %
Total Ice Cup Tournament Expenses	24,711.95	26,075.00	-1,363.05	94.77 %
Ice Rental				
Donated Ice	1,320.00	1,320.00	0.00	100.00 %
Girls Clinics	660.00	990.00	-330.00	66.67 %
Goalie Practices	1,760.00	1,907.40	-147.40	92.27 %
Regular Season Games	25,905.00	36,795.00	-10,890.00	70.40 %
Regular Season Practices	56,705.00	58,446.30	-1,741.30	97.02 %
Special Hockey Practices	1,760.00	1,851.30	-91.30	95.07 %
Total Ice Rental	88,110.00	101,310.00	-13,200.00	86.97 %
Miscellaneous Expense	802.37	500.00	302.37	160.47 %
Officiating				
Game Officiating	7,920.00	7,700.00	220.00	102.86 %
Total Officiating	7,920.00	7,700.00	220.00	102.86 %
Operating Expenses				
League Connect	415.00	750.00	-335.00	55.33 %
Office Supplies	98.28	100.00	-1.72	98.28 %
PO Box Rental	92.00	100.00	-8.00	92.00 %
Postage		25.00	-25.00	
Taxes & Accounting	964.00	1,000.00	-36.00	96.40 %
Team Snap	490.47	400.00	90.47	122.62 %
Total Operating Expenses	2,059.75	2,375.00	-315.25	86.73 %
Scholarship Awards	3,020.00	2,500.00	520.00	120.80 %
Skills Clinics Expenses				
Skills Clinic Ice Rental	2,475.00	2,475.00	0.00	100.00 %
Total Skills Clinics Expenses	2,475.00	2,475.00	0.00	100.00 %
Tournament Fund				
State Tournament Entry Fees	1,500.00	1,500.00	0.00	100.00 %
Team Tournament Entry Fees	21,650.74	31,450.00	-9,799.26	68.84 %
Total Tournament Fund	23,150.74	32,950.00	-9,799.26	70.26 %
Travel Expenses	29,500.00	2,500.00	27,000.00	1,180.00 %
Try Hockey for Free		250.00	-250.00	
Tryout Expenses				
Tryout Ice Rental	660.00	990.00	-330.00	66.67 %
Total Tryout Expenses	660.00	990.00	-330.00	66.67 %

Lane Amateur Hockey Association

BUDGET VS. ACTUALS: FY 2020 LAHA BUDGET JP - FY20 P&L

June 2019 - May 2020

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Uniforms		7,650.00	-7,650.00	
Total Expenses	\$206,685.28	\$211,275.00	\$ -4,589.72	97.83 %
NET OPERATING INCOME	\$45,284.66	\$1,830.00	\$43,454.66	2,474.57 %
NET INCOME	\$45,284.66	\$1,830.00	\$43,454.66	2,474.57 %

Lane Amateur Hockey Association

BALANCE SHEET

As of May 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Primary LAHA Checking	106,020.62
Savings	0.00
Total Bank Accounts	\$106,020.62
Accounts Receivable	
Accounts Receivable	465.00
2008 thru 2011 Seasons	0.00
Total Accounts Receivable	465.00
Total Accounts Receivable	\$465.00
Other Current Assets	
Ice Fee Credit	0.00
Rink Exchange Store Credit	0.00
Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$106,485.62
TOTAL ASSETS	\$106,485.62
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	600.00
Total Accounts Payable	\$600.00
Credit Cards	
US Bank Debit Card	0.00
Total Credit Cards	\$0.00
Other Current Liabilities	
Designated Donations	0.00
Other Current Liabilities	0.00
Scholarship Fund	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$600.00
Total Liabilities	\$600.00
Equity	
Unrestricted Net Assets	86,198.43
Net Income	19,687.19
Total Equity	\$105,885.62
TOTAL LIABILITIES AND EQUITY	\$106,485.62

Lane Amateur Hockey Association

PROFIT AND LOSS

June 2019 - May 2020

	TOTAL
Income	
Donation Income	
General Donations	16.64
Scholarship Donations	1,012.48
Special Hockey Donations	1,305.87
Total Donation Income	2,334.99
Fundraising Income	
Amazon Smile Income	41.54
Flip Give Income	150.69
LifeTouch Income	185.70
Other Fundraising Income	145.88
SquadLocker Income	720.71
Total Fundraising Income	1,244.52
Ice Cup Tournament	
Hotel Commissions	730.00
Program Ad/Player Note Sales	1,140.00
Raffle Ticket Sales	2,907.75
Sponsorships	1,000.00
Team Registration Fees	27,600.93
Vendor Sales Commissions	1,420.40
Total Ice Cup Tournament	34,799.08
Interest Income	77.36
Other Ice Use Income	
Other Ice Use	1,235.00
Total Other Ice Use Income	1,235.00
Registration Fees	
1. 8U	14,689.65
2. 10U	24,957.54
3. 12U	34,643.55
4. 14U	44,408.43
5. 18U	30,522.50
6. 18U T2	66,779.19
Registration Late Fees	493.29
Registration Service Fees	915.00
Total Registration Fees	217,409.15
Skills Clinic Income	
Skills Clinic Registrations	5,803.26
Total Skills Clinic Income	5,803.26

Lane Amateur Hockey Association

PROFIT AND LOSS

June 2019 - May 2020

	TOTAL
Tryout Income	
18U T2 Tryout Registrations	1,170.00
Total Tryout Income	1,170.00
Total Income	\$264,073.36
GROSS PROFIT	\$264,073.36
Expenses	
Advertising/Promotional	2,679.26
Coach/Volunteer Expenses	
Coach Training	2,359.20
Coach Uniforms	5,327.19
Total Coach/Volunteer Expenses	7,686.39
Credit Card Expenses	
Processing Fees	9,114.44
Total Credit Card Expenses	9,114.44
Discounts/Refunds Given	2,827.90
Equipment	
Coach/Team Equipment	3,610.63
Dryland Equipment	1,184.75
Total Equipment	4,795.38
Ice Cup Tournament Expenses	
Tournament Awards	1,522.59
Tournament Ice Rental	14,190.00
Tournament Misc. Expense	471.96
Tournament Officials	3,150.00
Tournament Printing	1,232.22
Tournament Sanction Fees	225.00
Tournament Team Proceeds	1,014.80
Tournament Team Swag & Snacks	2,905.38
Total Ice Cup Tournament Expenses	24,711.95
Ice Rental	
Coaches Training	660.00
Donated Ice	1,320.00
Girls Clinics	660.00
Goalie Practices	1,760.00
Regular Season Games	25,905.00
Regular Season Practices	56,705.00
Special Hockey Practices	1,760.00
Total Ice Rental	88,770.00
Miscellaneous Expense	802.37

Lane Amateur Hockey Association

PROFIT AND LOSS

June 2019 - May 2020

	TOTAL
Officiating	
Game Officiating	7,920.00
Officiating Surcharges	200.00
Total Officiating	8,120.00
Operating Expenses	248.29
Food/Meals	252.90
League Connect	415.00
Office Supplies	98.28
PO Box Rental	92.00
Taxes & Accounting	964.00
Team Snap	490.47
Total Operating Expenses	2,560.94
Scholarship Awards	3,020.00
Skills Clinics Expenses	
Skills Clinic Food/Meals	818.72
Skills Clinic Ice Rental	2,475.00
Skills Clinic Misc. Expense	399.40
Total Skills Clinics Expenses	3,693.12
Tournament Fund	
State Tournament Entry Fees	1,500.00
Team Tournament Entry Fees	21,650.74
Total Tournament Fund	23,150.74
Travel Expenses	29,500.00
Lodging	116.62
Mileage	208.80
Total Travel Expenses	29,825.42
Try Hockey for Free	
THFF Promotions	261.16
Total Try Hockey for Free	261.16
Tryout Expenses	
Tryout Food/Meals	435.02
Tryout Ice Rental	660.00
Total Tryout Expenses	1,095.02
Uniforms	
Jerseys	8,395.00
Socks	2,729.98
Total Uniforms	11,124.98
Total Expenses	\$224,239.07
NET OPERATING INCOME	\$39,834.29

Lane Amateur Hockey Association

PROFIT AND LOSS

June 2019 - May 2020

	TOTAL
Other Expenses	
FY 2018-19 Expense	12,480.00
FY 2020-21 Expense	10,000.00
Reconciliation Discrepancies-1	-2,332.90
Total Other Expenses	\$20,147.10
NET OTHER INCOME	\$ -20,147.10
NET INCOME	\$19,687.19

Lane Amateur Hockey Association

BUDGET OVERVIEW: FY 2021 LAHA BUDGET - FY21 P&L

June 2020 - May 2021

	TOTAL
Income	
Donation Income	
General Donations	500.00
Scholarship Donations	3,500.00
Total Donation Income	4,000.00
Fundraising Income	
Amazon Smile Income	25.00
Flip Give Income	275.00
LifeTouch Income	100.00
SquadLocker Income	600.00
Total Fundraising Income	1,000.00
Ice Cup Tournament	
Hotel Commissions	1,000.00
Program Ad/Player Note Sales	1,500.00
Raffle Ticket Sales	3,000.00
Sponsorships	2,500.00
Team Registration Fees	32,500.00
Vendor Sales Commissions	1,000.00
Total Ice Cup Tournament	41,500.00
Registration Fees	
1. 8U	21,000.00
2. 10U	21,700.00
3. 12U	36,740.00
4. 14U	33,840.00
5. 18U	58,800.00
Registration Late Fees	500.00
Registration Service Fees	1,000.00
Total Registration Fees	173,580.00
Sales of Product Income	500.00
Skills Clinic Income	
Skills Clinic Registrations	5,000.00
Total Skills Clinic Income	5,000.00
Sponsorship Income	
General Sponsorships	2,500.00
Total Sponsorship Income	2,500.00
Total Income	\$228,080.00
GROSS PROFIT	\$228,080.00
Expenses	
Advertising/Promotional	5,000.00
Coach/Volunteer Expenses	
Background Checks	300.00
Coach Training	2,500.00

Lane Amateur Hockey Association

BUDGET OVERVIEW: FY 2021 LAHA BUDGET - FY21 P&L

June 2020 - May 2021

	TOTAL
Coach Uniforms	2,500.00
Total Coach/Volunteer Expenses	5,300.00
Credit Card Expenses	
Processing Fees	5,500.00
Total Credit Card Expenses	5,500.00
Equipment	
Coach/Team Equipment	1,250.00
Dryland Equipment	750.00
Total Equipment	2,000.00
Ice Cup Tournament Expenses	
Tournament Awards	1,750.00
Tournament Ice Rental	18,550.00
Tournament Misc. Expense	500.00
Tournament Officials	5,000.00
Tournament Printing	1,250.00
Tournament Sanction Fees	100.00
Tournament Team Proceeds	4,000.00
Tournament Team Swag & Snacks	3,250.00
Total Ice Cup Tournament Expenses	34,400.00
Ice Rental	
Coaches Training	700.00
Girls Clinics	1,400.00
Goalie Practices	1,850.00
Regular Season Games	25,200.00
Regular Season Practices	79,950.00
Special Hockey Practices	1,850.00
Total Ice Rental	110,950.00
Miscellaneous Expense	500.00
Officiating	
Game Officiating	6,220.00
Total Officiating	6,220.00
Operating Expenses	
Food/Meals	700.00
Office Supplies	500.00
PO Box Rental	100.00
Postage	25.00
Printing	250.00
Taxes & Accounting	1,000.00
Team Snap	550.00
Total Operating Expenses	3,125.00
Scholarship Awards	6,000.00
Skills Clinics Expenses	

Lane Amateur Hockey Association

BUDGET OVERVIEW: FY 2021 LAHA BUDGET - FY21 P&L

June 2020 - May 2021

	TOTAL
Skills Clinic Food/Meals	1,000.00
Skills Clinic Ice Rental	1,750.00
Skills Clinic Misc. Expense	250.00
Total Skills Clinics Expenses	3,000.00
Tournament Fund	
State Tournament Entry Fees	2,000.00
Team Tournament Entry Fees	25,450.00
Total Tournament Fund	27,450.00
Travel Expenses	
Lodging	600.00
Meals	150.00
Mileage	250.00
Total Travel Expenses	1,000.00
Try Hockey for Free	
THFF Ice Rental	350.00
THFF Promotions	500.00
Total Try Hockey for Free	850.00
Uniforms	
Jerseys	13,750.00
Total Uniforms	13,750.00
Total Expenses	\$225,045.00
NET OPERATING INCOME	\$3,035.00
NET INCOME	\$3,035.00