

# PORTLAND JR. WINTERHAWKS

October 2, 2018 | Meeting Location: Oregon Sports Office, 6:30pm – 8:30pm

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## EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Meerta Meyer, Secretary

Chris Givens, Director at Large

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## MEETING MINUTES 10.2.18

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In Attendance: Paul Gaustad, Jason Vaillancourt, Georgia Bailey, Meerta Meyer, Chris Givens, Tracy Meyer, Derek Gustafson, Summer Facchini, Jennifer Anderson, Kristan Rinell

Not Present: Karin Jewett, Chris Armstrong, Robin Willins, Jennifer Shidler, Marc Blattner, Chris Meyer, Andy Potter, Kyle Gustafson

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## MEMBERSHIP/ATHLETE REQUEST TO SPEAK TO BOARD OF DIRECTORS

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On September 3, 2018, 18U athlete, Phillip LaMancusa requested to be placed on the September 4, 2018 agenda; the request was denied due to a full agenda; Phillip was invited to attend the 10/2/18 meeting.

18U Athletes Present: Phillip LaMancusa, Marvin Lim, Zane St. Martin, Carson Lamprecht

GENERAL TOPIC: Athletes not in favor of the newly implemented mandatory neck guard rule for PJW

Premise of the presentation: Athletes and families should make their own decisions regarding equipment needs outside of USA Hockey guidelines

Summary of athlete discussion points:

- Athletes have requested feedback on board decision for implementing required neck guards
- Would like research regarding the effectiveness re neck guards
- USA Hockey doesn't address neck guards and they feel there should be a difference between mandatory equipment v suggested equipment
- Athletes generally don't support required equipment outside of USA Hockey guidelines

Athletes were thanked for their time and left to attend their practice.

General board discussion by the Board and Operational Directors:

Jason Vaillancourt – Presented article re a 12U athlete who was injured and the neck guard prevented the skate from hitting the jugular, probably saving his life

Derek Gustafson – In his hockey experience, he's never seen a neck gash; he feels neck guards are annoying

Jennifer Anderson – Encouraging safety equipment at all levels is a good thing; extending PJW's standing neck guard rule beyond Bantam level doesn't harm athletes. She noted it is her understanding that it's more difficult to stop/slow blood from a neck cut than a cut to the wrist or other hockey impact injury

Paul Gaustad – Feels the athletes do have valid points regarding USA Hockey equipment guidelines although neck guards don't harm player experience

Meerta Meyer – Last season, in varsity and 18U travel team divisions, we saw 3 neck gashes. The spirit of the new rule is to promote safety. We've had no complaints from varsity athletes or families regarding the rule.

Neck guard rule stands.

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## OLD BUSINESS

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### **APPROVAL OF MINUTES:** No new minutes to approve

*September 12, 2018 & September 19, 2018 Meeting Minutes approved and posted to website*

- **GOALIE COACHING PROPOSAL** (Paul & Coaching Director)
  - How can we incorporate more metro goalie coaching?
  - Several ½ sheets available on Sundays; we can likely support various age groups
  - Current proposal includes a lot of training for travel teams though does not reflect specific metro clinics
  - Current proposal reflects what appears to be PJW sponsored personal training sessions with travel team goalies
  - Coaching Director not looped in on discussion/no comments from him

**ACTION ITEM:** Paul, Chris Meyer, Georgia and Summer to review schedule and budget to respond back to Derek. Current proposal **not** approved; additional logistical/budget review required in advance of board approval. General consensus is that Metro goalies need consistent training and clinics incorporated into the season to ensure their development. PJW can't as an association provide personalized lessons to travel team goalies at the shared expense of the association.

- **TRAIN STATION CONTRACT** (Jason & Meerta)
  - New contract for 2018/19 nearing completion; there are a few points being negotiated between PJW and The Train Station.
  - ACTION ITEM:** Meerta will distribute to Board for review and vote within the next week.
- **2017/18 FINANCIAL COLLECTION EFFORTS** (Georgia)
  - Approximately \$1,900.00 outstanding; collection efforts continue
  - Winterhawks provided PJW \$10K; they agreed to an additional \$15K, not yet received. We don't know what to expect for 2018/19 season.
  - ACTION ITEM:** Paul to meet with Winterhawks to follow up and report back to the Board
- **SCHEDULING UPDATE** (Summer)
  - This week is US Figure Skating week; 4 day black out including the weekend
  - ACTION ITEM:** Division Directors to remind all teams of modified schedule; all teams at WSC this week
  - Schedule uploaded to Team Connect
  - Winterhawks have practice mid-morning coming up on a Saturday; this will shuffle PJW schedules
  - December 16<sup>th</sup> /Nutcracker Weekend
  - Thanksgiving Tournament from 18U's – 18U-A1 and A2 giving up the ice
  - WSC extending holiday skates based on school schedules
  - ACTION ITEM:** PJW will review contractual agreement to verify black outs and committed ice (Georgia and Summer)
  - Any/all dumped ice will be billed to respective teams
  - 5:00am SIA ice slots difficult to fill; PJW considering selling to men's leagues (or) offering stick times to recover ice cost
- **SPECIAL PROJECT UPDATE:** (Chris Givens reported for Chris Armstrong)
  - Metro Socks & Jerseys:** Socks and jerseys will be distributed this weekend for Metro; WVHL distributed.
  - Coaches Track Suits:** Per NSA should be completed the week of 10/8/18
  - ACTION ITEM:** To follow up/communicate with Chris Meyer
  - Travel Team Track Suits and Swag:** Awaiting update from NSA; likely ready for distribution within 2 weeks. Swag – awaiting update.
  - ACTION ITEM:** To follow up/communicate with Andy

**Bantam Team (Stevenson):** they have several players who don't fit jerseys; an order for replacement jerseys not budgeted and it would be up to 6 weeks for new jerseys to arrive. To assure the team is properly dressed, Black WVHL jerseys will be issued to the team for the season (Tracy Meyer will deliver to Coach Stevenson).

**Metro Track Suits:** Samples will be available at WSC this weekend so athletes may place orders through team managers; instructions will be sent to all team managers by division directors.

**ACTION ITEM:** Division directors to communicate with team managers.

**BSN Stores for WVHL and Metro/Travel:** As of today, no WVHL orders received.

**ACTION ITEM:** Division director to communicate with team managers.

**Jerseys order through SP:** WVHL jerseys need to be replaced; quote requested for 2019/20 budget. We have replaced odds and ends over the years, but we haven't replaced the full sets.

- a. **Mites:** Replaced in 2017
- b. **Squirts:** Replaced in 2016
- c. **Peewee:** Replaced in 2015
- d. **Bantams:** TBD

**Mite/Squirt Goalie Bags:** Goalie bags will be distributed to team managers; team managers will be responsible to collect at end of season.

-PJW Equipment: Tent Sale – Date TBD

**ACTION ITEM:** Identify a date for a tent sale to sell both youth and adult jerseys no longer in circulation. Assemble volunteers to spearhead the event; sales to offset the cost of new equipment for 2019/20 season.

- **ROSE CITY HOCKEY CLUB AND PJW AGREEMENT (Meerta)**  
-Anticipate this will be done this week
- **PJW APPAREL/GEAR SHOP (Chris Given reminded Division Directors)**  
-Divison Directors will communicate to teams; online store closed 10/15/18

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## NEW BUSINESS

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### **PRESIDENT & Operational Director Report**

- **Potential Hire of PJW General Manager (Paul)**  
-PJW aligns financially with other similar youth hockey associations and the Board has discussed hiring someone to manage the day to day needs of the association; the Board of Directors unanimously agree that a paid General Manager of the association is necessary to meet the needs of the membership.  
-We need to identify role description and create a hiring committee; more information to come
- **COACHING DIRECTOR REPORT/UPDATE (information submitted by Chris Meyer):**  
-6U/8U Coaching kickoff meeting: Chris hosted a coach gathering last Thursday at OSO for the 6U and 8U Coaching Teams. The goal of meeting was to introduce the new co-head coaching teams to their assistants and outline the season's objectives and on ice procedures. Coaches:Lewis, Houlihan, Rude and Austen Potter presented their season plans. More than 20 coaches attended the season kick of meeting and support the goals of the program this season. Coaching plans and new staff were well received.  
-Coaching Credentials: Chris working to ensure all of Coaches adhering to OHSA, PJW and USAH coaching certification guidelines. There have been some late coaching additions/ changes; new coaches were permitted to help on ice provided they had valid Safesport and had satisfactorily completed Background checks (these coaches will have until this upcoming weekend to get things in order or will be ineligible to coach until they do). Chris will send out an email by Wed. Oct 3rd reminding them of deadline & coaches will be notified of ineligibility as necessary  
-Coaching Education Program: Chris shared a list of achievable objectives with Kyle Gustafson for Coaching Education this season. Kyle and Chris plan to discuss possible dates and education contents soon; Kyle currently traveling with Winterhawks.  
**ACTION ITEM:** Kyle to identify objectives and action plan to Board and membership no later than next board meeting

- **COMMUNICATIONS** (Jason)
  - Ongoing membership updates in motion (via general email, website, and social media)
- **FUNDRAISING** (submitted by Marc)
  - Orthopedic and Fracture Specialists has offered to provide trainers at PJW tournaments at no charge
  - Marc in touch with Pizza Schmizza and Lanphere Auto Group once again and am waiting for a return call.
  - One key is for us to begin the fundraising effort in January with a planned out (tentative) tournament schedule, the ability to include logos on practice jerseys, etc.

#### **VICE PRESIDENT & Operational Director Reports**

- **TIER, METRO, & WVHL DIRECTOR** (to include Team Manager & Locker Room Monitor assignments)
  - Volunteer Training completed; went well (volunteers must register with PJW)
  - Both Metro and WVHL: Practice jerseys requested for 2019/20 season or ASAP
- **SCHEDULE** (Summer)
 

**ACTION ITEM:**

  - Mini Mite practices will be moved to SIA on Sunday morning (to WVHL game slot); WVHL games will be moved to WSC Sunday nights
  - All metro teams with practices/games will be moved up an ice slot
- **CULTURE & COMMUNITY** (Jason for Jennifer Shidler)
  - Toyota Days coming up; assigning Metro to participating dealerships (Tracy will distribute info)
  - Jenn would like to place a PJW bulletin board at WSC

**ACTION ITEM:** Georgia requested confirmation of approval from WSC and an estimated cost prior to approving request)
- **Girls Hockey** (Jason for Robin Willins)
  - Girls International Hockey Weekend this weekend

#### **TREASURER & Operational Director Reports**

- **GENERAL TREASURER UPDATE**
  - Payment plans working well to assure timely payment for dues
  - Will be sending out development team invites
  - Scholarship process under review; applicants will need to apply and awards will be based on need
  - Expense reports coming in from coaches and board personnel
  - Dev Team Invites will be out by next week
  - WSC invoice received; paid (asking for a credit re referee association over charge)
  - Division directors and Scheduler to review referee invoices
  - Any/all expenses must be authorized in advance; invoices to be reviewed by those finalizing purchases
  - Attorney Invoice: Michael Wise & Associate invoice received; attorney prepared PJW travel waiver \$510.00; misc. other items reviewed with Jason and Meerta related to recent member board meeting disruption, \$1,660.82
- **REGISTRAR/REGISTRATION** (Georgia reported for Karin)
  - all travel teams rostered; all travel permits approved
  - Metro and Varsity Teams in Stack Sports; birth date verifications underway
  - Mngt teams being updated in Stack Sports

**ACTION ITEM:** Assure board members and operational directors are registered with PJW as volunteers. Locker room monitors must be done 10/31/18

## SECRETARY & Operational Director Reports

- **SAFESPORT REPRESENTATIVE** (*Georgia reported for Karin*)
  - Locker Room monitors almost done
  - Andy working on travel; Meerta on Varsity
  - Lanyards on order for Locker Room Monitors
- **DISCIPLINARY COMMITTEE** (Kristan)
  - During the WVHL Jamboree an athlete yelled a racial slur; a written response was provided to the athlete and his family
  - Code of Conduct content will be reviewed with athletes
  - Volunteer Training went well for all divisions
  - General disciplinary procedures/USA guidelines under review
  - ACTION ITEM:** Safety Forum/Town Hall for athletes sponsored by PJW – Dates TBD; Kristan will propose dates
- **ADMINISTRATOR REPORT** (Jennifer)
  - A few parents on 18U Travel Team decided to no show on picture day after families had placed orders; Division Director and Coach will be contacted – team pictures are a directive not an option (to assure families are given a choice to order or not order; this is a team event and PJW receives bulk discount for all team participation)
  - Picture schedule will be distributed - Metro and WVHL: October 20<sup>th</sup> and 28<sup>th</sup>
  - Girls dev asked if they can do photos during metro pictures
- **PROPOSED BYLAW REVISION** (Meerta)
  - A request for bylaw feedback was distributed to the membership via email and one PJW Member comment was received. Nate Griffin via email 9/27/18 and noted the following: The club's finances, fundraising and expenditures are a bit opaque. The bylaws do not call for periodic reporting, nor are specific controls required. If the bylaws are entering a period of review and revision, those rules specific to the club's financial position represent a terrific opportunity for improvement.
  - ACTION ITEM:** Proposed Bylaws revisions will be distributed to Board for review/comment; the goal will be to distribute proposed changes to membership by the end of November for a final comment period prior to Board vote and ratification of Bylaw revisions

## DIRECTOR AT LARGE & Operational Director Reports

- **TOURNAMENT DIRECTOR**
  - MLK 14u house division, we only have room for 6 teams. If all four of our teams play we can't even fit all other Oregon teams. Solutions find ice or swap rep (8teams) with House (6teams). Issues: we already have more than 8 rep teams asking to register for rep. Ice swap wouldn't be equal as rep has longer game times.
  - Confirm that pricing tournaments based on level of play/cost is okay. 14u AA costs more than 14u C even though same weekend. (Summer brought this up as a concern).
  - For girls tournament they are good purchasing ice but we're wondering if they could use our registration/room roster platform since it is already set up with local hotels. I'm not sure of the logistics of this.
  - ACTION ITEM:** Jennifer will communicate back to Rose City; they will manage all registration, rosters, etc and PJW will work with them on room roster set up
- Tournament discussion – how to deal with Medford, Bend, Home; discussed 10U, 12U, 14U
- ACTION ITEM:** This must be soon finalized (Jennifer and Summer)

*Meeting adjourned 11:15pm*