

# PORTLAND JR. WINTERHAWKS

December 5, 2018 | Meeting Location: Oregon Sports Office, 6:30pm – 8:30pm

## EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Meerta Meyer, Secretary

Chris Givens, Director at Large

## MEETING MINUTES

Attendance: Paul Gaustad, Jason Vaillancourt, Andy Potter, Karin Jewett, Jennifer Anderson, Meerta Meyer, Kristan Rinnell, Georgia Bailey, Summer Facchini

By Phone: Chris Givens & Chris Meyer

Not in Attendance: Derek Gustafson, Tracy Meyer, Kyle, Jenn Shidler, Marc Blattner, Chris Armstrong

APPROVAL OF PRIOR MINUTES: November 7, 2018

Chris moves to approve, Jason 2<sup>nd</sup>; unanimous

## OLD BUSINESS

- Development Team Update (*Andy*)  
Registered for 1<sup>st</sup> tournament: 10U Burnaby; 12U Chillawak; 14U Ridge Meadows  
-Karin working on rosters  
-Discussion regarding program purpose/objectives next season
- Tournament Update (*Summer and Jennifer*) -Still need 10U teams  
-Need emergency plan for tournaments: 12U athlete went into boards heads first, chaos, referees helped; sprained neck and minor concussion (Jenn and Andy working on this)  
-Rinks need response plan (to discuss with rinks)  
-State of Oregon (OSHA) – Jenn waiting on sanction numbers for President's Cup and Frozen Rose -14U and 10U  
-O&F Clinic interested in sponsoring tournaments
- Skills Clinic Update (Jason)  
-Austen Potter coaching skills clinics (Georgia will provide him attendance)
- Winterhawks Sponsorship Meeting Update & Fundraising (*Paul*)  
-Marc testing round up software  
-PJW Alumni Game – Fundraising Event -12/22/18 Gate Entry (WSC) 7:30pm  
-No feedback on Winterhawks sponsorship from 2017/18 season or current season; \$10K in June 2018 (out of \$25K)

- PJW Apparel/Gear Shop (*Chris Givens update*)  
All apparel delivered to metro teams; logo issues (working with Connor to address)  
Track suits at embroidery with NSA (should be done within a week)  
Travel team orders being replaced at no cost; by 1<sup>st</sup> of year  
Coaching track suits here next week
- Registrar: Volunteer Update (Karin) Locker room monitors logged for every team  
PJW is compliant with USA Hockey and OSHA (Safe Sport certified)
- Bylaw Update (Meerta & Jason)  
Will forward to all Operational Directors electronically for review and comment Goal:  
Membership vote in February (to be included in election)

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## NEW BUSINESS

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### PRESIDENT & Operational Director Reports

- PJW and Winterhawks  
The Winterhawks have expressed an interest in managing or partnering with PJW; we have a number of questions to assure greatest good for PJW  
Members of Winterhawks have accepted a meeting with the board to discuss (meeting date TBD)  
The Board sees pros and cons to this consideration
- Coaching Director Report/Update (*Chris Meyer*)  
Coaching CEP's are mostly done; a handful of coaches still outstanding and must be completed 12/31/18  
New level 4 coaches: Paul Gaustad  
Pending (new) level 5 coaches: Austen Potter, Jason Vaillancourt, and Chris Lewis (*awaiting USA Hockey review*)  
Coaching survey going out to families  
Coaching symposium went well; 26 coaches showed up.  
*No updates from Coaching Education Director (Kyle Gustafson) Hockey Operations Advisor (Derek Gustafson)*

### COMMITTEE CHAIR UPDATES

- Disciplinary Chair (*Kristan*)  
Working with issues as they come up; upcoming meetings scheduled with coaches/families  
A PJW coach reported to the Beaverton police department that a child reported being hurt by his dad  
Reminder: All PJW Volunteers, via SafeSport, are mandatory reporters; when you see something, say something
- Communications (*Jason and Jennifer A.*)  
Website updates ongoing
- Culture & Community (*Jennifer submitted update via email*) PJW  
volunteers supported Winterhawks in various events:  
Door Hang - PeeWee Teams in November  
Toy Drive – WVHL athletes  
Teddy bear Toss – WVHL athletes and parents  
WVHL to receive 'thank you' from Winterhawks/Les Schwab

Committee meeting to plan for 2019 including focus on internal association events:

Kick off to season in fall

Developing a parent directory

Continue to enhance communication

Alumni Game

Culture & Community Request:

Silver or premium membership for sign up genius or is there a capability via team connect for volunteering

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

- Scheduler

Metro and WVHL play-off built: February 22 – 24 (WVHL play-off to extend to 3/3/19)

Reconciliation of 2018/19 season underway

- Tier, Metro, & WVHL Director Updates (*Andy, Tracy, Meerta*)

Tier:

No new information to report

Metro:

12U State Jamboree: One Team Covered (Medford)

14U State Jamboree: One Team Covered (Klamath)

WVHL:

2 Teams going to Kfalls over MLK weekend

Bend invited us to travel to play their JV team in March; communicating with coaches and managers (Team Neely committed)

Senior Night to be announced: 2/10/19

### **SECRETARY & Operational Director Reports**

- Safesport Representative (*Karin*)

No new information to report

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

Registrar/Registration (*Karin*)

No new information to report

- General Update (*Georgia*)

Invoices being processed; season reconciliation underway; reimbursements being processed

Reminder: Directors need to approve invoices promptly for reimbursements to be distributed

### **DIRECTOR AT LARGE & Operational Director Reports**

- Equipment Director (*Chris G*)

No new information to report

10:00pm Meeting Adjourned