

PORTLAND JR. WINTERHAWKS

BOARD MEETING MINUTES

March 21, 2018 | Meeting Location: Oregon Sports Office Boardroom

EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Lelisa Rozendal, Secretary

Chris Givens, Director at Large

Meeting called to order at 7:40 pm by Paul Gaustad

In Attendance:

Executive Board Present: Paul Gaustad, Jason Vaillancourt, Georgia Bailey, Chris Givens (*quorum confirmed; 4/5 voting members present – Lelisa absent*)

Operational Directors Present: Karin Jewett, Andy Potter, Tracy Meyer, Meerta Meyer, Summer Facchini, Chris Armstrong

Invitees Present: Lisa Masog and Robin Willens

Approval of Minutes

The minutes for November 2017 have not yet been submitted to the board for review and approval; minutes requested from Lisa Masog. January 2018 also not yet submitted for review by Lelisa Rozendal; review of November 2017 - February 2018 meeting minutes scheduled for review April 28, 2018.

Motions Made: NONE

Old Business

- 2017/18 Coaching Surveys in progress; nearly 70% return rate to date
- 2018/19 Placement of coaches being evaluated; no decisions have been made to date
- Board Goal: Metro registration to begin in June, 2018
- Board Goal: Tier try out registration to begin in May, 2018

Discipline Committee Update provided by Meerta Meyer

- Disciplinary Committee team members: Meerta Meyer (Chair), Karin Jewett, Chris Givens
- Four (4) Disciplinary Hearing completed on March 9, 2018; Hearing Decision Findings provided to all parties per USAH Bylaw 10
- Parties to whom discipline imposed may appeal Hearing Decision Findings on or before March 29, 2018

CONTINUED NEXT PAGE

2018 PJW Election Report provided by Jason Vaillancourt

- The membership voted to retain Georgia Bailey as Treasurer and voted in Meerta Meyer for Secretary; term for each to begin May 1, 2018 and expire April 30, 2021
- Jason Vaillancourt noted the annual board planning retreat for 2018/19 hockey season will be held 4/28/18-4/29/18

New Business

Item 1: U18 Travel Team Discussion/Coach Selection (led by Paul Gaustad)

- Premise: The current framework of PJW's U18 team doesn't accommodate rep players to stay home (in Portland area) and compete locally; several athletes have ventured out of the organization for exposure
- NW hockey is typically 18U not 16U; Paul likely to recommend two (2) Midget teams for 2018/19 season and beyond (still evaluating)
- Potential Midget Coach: Barry Smith, Former Asst. Coach to both Vancouver Canucks and Chicago Blackhawks
- Preliminary conversations with current 18U families include mixed feelings
- U18 Player Survey underway
- Current PJW Coaching Staff has great exposure both locally and nationally and able to advocate for athletes
- General board discussion

Item 2: Board Director Positions (led by Jason Vaillancourt)

- Operational Director positions are appointed annually; current Directors to submit written confirmation of interest no later than April 1, 2018; Jason requested each Director submit a written scope of responsibility for their position to be further reviewed at annual retreat

Treasurer Update provided by Georgia Bailey

- Tier Program Reconciliations underway
- Collection efforts continue on past due accounts
- Georgia requested any/all reimbursement requests be submitted no later than March 31, 2018
- Sherwood Ice Arena invoice for 2017/18 received
- Awaiting receipt of funds from donors/fundraising: Les Schwab & Golf Tournament
- Inquiry made regarding funds from OSHA/Pacific District (Andy Potter will follow up)

Registrar Update provided by Karin Jewett

No updates at this time

Coaching Education Update

Kyle Gustafson not present; no update submitted

Hockey Programs Advisor Update

Derek Gustafson not present; no updated submitted

Coaching Director Update provided by Chris Givens

'Thank you' coaches game date/time TBD; no further updates

Tournament Director Update provided by Summer Facchini

- All scheduled 2017/18 season tournaments completed
- Recommendation made to reposition tournaments for 2018/19 season as follows:
 - November 23 – 25, Pee Wee A/ AA & Pee Wee House
 - December 7 – 9, Bantam House
 - January 18 – 21, Bantam Rep A/AA
 - February 15 – 18, Midget Rep U16/U18 A/AA (or) Girls Jamboree
 - March 1 – 3, Mini Mites/ Mites/Squirts
 - March 8 – 10, Girls Jamboree
- Minimal board discussion; recommendation to be considered at annual planning retreat

WVHL Director Update provided by Meerta Meyer

- Monthly newsletters will continue for WVHL; no further updates

Tier Director Update provided by Andy Potter

- Anticipates (some) athletes who moved away from PJW may be coming back to try out for 2018/19 season; working with PJW Scheduler to finalize ice time for try outs

Equipment Director Update provided by Chris Armstrong

- Working on getting gear back from all divisions
- Working with Paul and potential vendors to order apparel/socks
- Inventory list under review
- Future coaches track suits must be ordered asap

Metro Director Update provided by Tracy Meyer

- Request submitted to Lelisa to review general processes/procedures

Administrator Update

Not present; no updates provided

Committee Updates

Culture and Community: Lisa Masog, Chair

- Hoping to gather volunteers for Rose Festival Junior Parade
- Hoping to produce and roll out a 'Calendar of Community Events' at Annual General Meeting
- Considering a welcome table at hockey evaluations for new families
- Considering how to draw support for local games/tournaments (food vendors/etc)

Fundraising Committee: Mark Blattner, Chair (not present) / Jason Vaillancourt reported

- Columbia Employee Store passes forthcoming
- Chipotle is a title sponsor with USAH / Hockey for Free / Development Camps and Championships

Communications Committee: Matt Bader/ Jason Vaillancourt reported

- Post season newsletter forthcoming

Committee Updates cont.

Girls Hockey Committee: Robin Willins

- Last tournament coming up in Richmond, BC
- Received more funds than anticipated for Girls Jamboree and would like to cover the cost of coach hotel rooms (for Richmond tournament); Georgia must first complete reconciliation before formally approving request

Announcements /Other

- Recommendation: Develop Red Shirt Process
- Recommendation: Need to work more closely with other Oregon Associations (scheduling)
- Consideration: State tournaments: find a way to offset expense
- Consideration: Need Volunteers/Tournament Directors/ Rink Directors /Clock Operators/Score Sheet Managers for 2018/19
- Consideration: Review Lelisa's overall scope of work and delegate responsibility and/or bring in others to manage work load (scheduling, website, etc).
- All items to be reviewed during Board Retreat; Agenda to be distributed upon completion

MEETING ADJOURNED 10:40PM

Meeting Minutes Submitted by: Meerta Meyer, Secretary Elect