

# PORTLAND JR. WINTERHAWKS

September 4, 2018 | Meeting Location: Oregon Sports Office, 6:30pm

## EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Meerta Meyer, Secretary

Chris Givens, Director at Large

## MEETING MINUTES September 4, 2018

### *Jason Opened Meeting at 6:38pm*

Executive Board in Attendance: Jason, Georgia, Meerta, Chris (Paul absent)

Operational Directors and Committee Chairs in Attendance: Karin Jewett, Chris Meyer (via tele-conference), Andy Potter, Jennifer Anderson, Derek Gustafson, Kyle Gustafson, Tracy Meyer, Summer Facchini, Chris Armstrong, Kristan Rinell  
(Committee Chairs excused from meeting)

PJW Member Present: Lance Johnson

### **Approval of Minutes: August 1, 2018 and Addendum to Minutes dated 8.14.18, 8.18.18, and 8.30.18**

**MOTION MADE:** Meerta moves to accept minutes and addendum to minutes distributed to Exec Board, via email, prior to meeting; Georgia 2<sup>nd</sup>; (all parties acknowledged receipt and review of addendum). Meerta, Jason, Georgia, and Chris G approved minutes and addendum by majority.

## MEMBER ISSUE(S):

- (1) PJW ATHLETE PHILLIP LAMANCUSA SUBMITTED A REQUEST 9.3.18 TO BE PLACED ON THE 9.4.18 AGENDA to discuss mandatory neck guards for the 2018/19 season; his request was declined however Phillip was invited to attend 10/2/18 meeting.
  
- (2) PJW MEMBER LANCE JOHNSON: DISRUPTION  
In violation of the PJW Bylaws, PJW Member & Coach Lance Johnson disrupted a regularly scheduled Board Meeting with a demand to be heard by the Executive Board and Operational Directors. As a one-time courtesy, Lance was afforded an opportunity to present his thoughts to the Executive Board; he was afforded five minutes to speak; Lance extended his time to speak by approximately 10 minutes and circulated 3 documents to the Executive Board. Meerta Meyer, Secretary, explained to Lance he would be permitted to present his thoughts however identified his presence at the meeting was not expected, the agenda was full, and explained there would not be an opportunity for dialogue with the Board or any question/answer period. Lance requested that Meerta read excerpts from the documents circulated; Meerta declined and reminded Lance he could speak or read from his notes directly. Lance did ask questions of the Vice President, Jason Vaillancourt and of Tier Director, Andy Potter. Jason Vaillancourt and Andy Potter did offer some reply to Lance; all parties were reminded by Meerta Meyer that neither the Executive Board or others would engage in dialogue or a question/answer session. There were no comments by other members of the Executive Board nor of any other Operational Director.

- In regard to bylaws Mr. Johnson doesn't feel the membership has access to the bylaws and doesn't believe they are as well informed as they could be in regard to bylaw content
- He would like to bring to Board's attention "turbulence within organization". He suspects "about 50 people" have concern with the Board's recent vote to move up to 12 - 8U athletes to 10U (he noted that this was not allowed last season).
- He has self-appointed himself a membership advocate and is actively engaging with members about his feelings
- Lance shared an excerpt of the Bylaws, specifically highlighting the last two lines of Article VI, indicating his perceived concern that there may be existing Executive Board Members with a "conflict of interest" related their duties to PJW
- Lance feels that neither Paul or Jason were voted in by the membership and should not be serving on the Board
- Lance feels members are unaware of their ability to be involved in board meetings
- Lance would like meeting minutes and financial records

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## OLD BUSINESS

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- **President Announcements:**  
Rose City Hockey Club to manage Girls Hockey Development Teams; RCHC and PJW working to formalize agreement

### 8U / 10U Update

Per Board Vote 8.14.18, up to 12 kids will be evaluated and moved up to 10U Metro Team; decision made by the Executive Board to best serve the greatest number of athletes instead of turning them away due to space limitations

- **Vice President:**  
Update on Bylaw revision; most recent revision completed in 2015  
1<sup>st</sup> draft will be available for Board review at next board meeting
- **Coaching Education Director (Kyle Gustafson) to provide an update on:**  
**ACTION ITEM:** PJW CLOUD UPDATES  
**ACTION ITEM:** KICK OFF COACHES MEETING /SYMPOSIUM  
**ACTION ITEM:** PODCASTS/INTERVIEWS

ALL ITEMS UNDERWAY; WILL WORK CLOSELY WITH COACHING DIRECTOR AS COACHING ASSIGNMENTS ARE STILL BEING FINALIZED FOR 2018/19; KYLE MAY NOT BE ABLE TO ATTEND THE COACHES MEETING THIS WEEK; LEAVING FOR TRI-CITIES WITH WINTERHAWKS

- **Hockey Programs Advisor (Derek Gustafson) to provide an update on:**  
**ACTION ITEM:** PROPOSAL RE GOALIE DEVELOPMENT

SENT PLAN TO PAUL FOR THE YEAR WITH A FOCUS ON QUALITY OVER QUANTITY  
MORE ICE AVAILABLE FOR GOALIE CLINICS; HE'S HOPING TO SEGREGATE CLINICS PER DIVISION/AGE LEVEL  
WILL WORK WITH DIVISION DIRECTORS ON GOALIE SHORTAGES TO WORK THROUGH ROTATION OF GOALIES AS NECESSARY

- **Tier Director (Andy Potter) to provide an update on:**  
**ACTION ITEM:** RED SHIRT PROGRAM

ANDY SUBMITTED A PRELIMINARY PLAN TO GEORGIA REQUESTING HER REVIEW FROM A FEE PERSPECTIVE  
DEV TEAMS WILL ULTIMATELY PROVIDE RED SHIRTS TO TRAVEL TEAMS AS NECESSARY (FOR EXAMPLE: DUE TO SICKNESS OR INJURY)

- Schedule Director (Summer Facchini) to provide an update on:  
**ACTION ITEM:** NEED TO IDENTIFY HOW TO ADD DEV TEAM PLAYERS AND A LA CARTE ADM OPTION  
**ACTION ITEM:** GEORGIA AND SUMMER TO WORK OUT PAYMENT PLAN DETAILS WITH STACK SPORTS /BACK END ISSUES  
 SETTING UP REGISTRATION

ALL ITEMS COMPLETE.

- Administrator/Tournament Director (Jennifer Anderson) to provide an update on:  
**ACTION ITEM:** FINALIZE TOURNAMENT DATES  
**ACTION ITEM:** PRESIDENTS WKND **TBD** – GIRLS AND HOUSE SQUIRTS? /MINI’S AND MITES?  
**ACTION ITEM:** FINALIZE PICTURE DATES/ALL TEAMS  
**ACTION ITEM:** ROLL OUT CALENDAR FOR PJW BOARD AND DIRECTORS

TOURNAMENTS CONFIRMED

PRESIDENT’S WEEKEND WILL INCLUDE; GIRLS 12 & 16 AND 10U TRAVEL, AND MINI’S

PICTURE DATES – REP PICTURES SCHEDULED 9/26/18, TIME TBD

METRO PICS – OCTOBER 21, 2018 AND OCTOBER 28, 2018, TIME TBD

PJW CALENDAR – IN MOTION (TEST CALENDAR SUBMITTED TO MEERTA FOR REVIEW)

- Equipment Director and Special Projects Director (Chris Armstrong and Chris Givens) to provide an update on:  
**ACTION ITEM:** DISTRIBUTE SCORE SHEETS (GEORGIA HAS THEM; WILL BE DISTRIBUTED SOON)  
**ACTION ITEM:** SWAG ROLL OUT: LINK TO ORDER?  
 NO DIRECT SHIP TO CONSUMER AVAILABLE (CUTS DOWN ON PRODUCTS AVAILABLE)  
 TRAVEL SHOP FOR TRAVEL TEAMS NOW OPEN AND CLOSES THIS FRIDAY (HAS BEEN OPEN FOR 3 WEEKS)  
 TRAVEL SHOP OPENS FOR METRO AFTER DRAFT  
 TRAVEL SHOP FOR WVHL WILL OPEN AFTER JAMBOREE

**ACTION ITEM:** TRACK SUIT LIST TO CHRIS MEYER

COACHES SUITS WILL BE ORDERED ON FRIDAY AFTER COACHES MEETING

**ACTION ITEM:** EQUIPMENT CHECK IN OUTSTANDING /REPORT TO BOARD

NO UPDATE PROVIDED.

**ACTION ITEM:** PROVIDE A LIST OF EQUIPMENT THAT HAS BEEN ORDERED TO TREASURER

NO UPDATE PROVIDED.

**ACTION ITEM:** PROVIDE PROPOSAL WITH BUDGET FOR REPLACEMENT JERSEYS FOR MINI’S, MITES, AND WVHL

NO UPDATE PROVIDED.

**ACTION ITEM:** FORWARD GEORGIA QUOTE FOR SOCKS

WILL FORWARD TO GEORGIA (GEORGIA NOTED SHE RECEIVED INVOICE/CHRIS NOTED SOCKS NOT RECD/GEORGIA WILL NOT PAY INVOICE UNTIL ITEMS RECEIVED AND ALL ITEMS ACCOUNTED FOR).

**ACTION ITEM:** CONFIRM VOLUNTEERS AND OTHER NEEDS FOR GEAR SWAP

NEED MORE VOLUNTEERS FOR SET UP /TAKE DOWN

**ACTION ITEM:** NEED SAMPLE SIZES OF COACH TRACK SUITS; WHEN ARE ORDERS DUE? WOMEN’S AVAILABLE?

WILL BE AVAILABLE; WOMEN’S SIZES LIMITED (AS NOTED ABOVE, WILL BE ORDERED FRIDAY)

**ACTION ITEM:** METRO COACH EQUIPMENT & PRACTICE JERSEY NEEDS (DISTRIBUTION FOR EVALS)

WILL BE COMPLETED

**ACTION ITEM:** JERSEY PREP FOR DISTRIBUTION (METRO, TRAVEL AND WVHL)  
DIRECTORS TO PROVIDE CHRIS NUMBERS.

- REMINDER: All athletes to wear neck guards and mouth guards in practices and games; please advise all coaches, team managers, parents going forward (All Registered Coaches & Volunteers notified 9/3/18 via email)
- RECAP UPCOMING SCHEDULE:  
September 4 – Travel Season Begins  
September 8/9 - Metro Evals and Gear Swap  
September 15/16 – WVHL Evaluations  
September 23 – WVHL Jamboree  
September 29/30 – Metro and Development Season Begins  
Note: Development Teams will be picked at Metro Evaluations

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### NEW BUSINESS

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New business will include a brief report of work in progress specific to each board position and role; the Executive Board and Operational Directors will have an opportunity to provide concise feedback. *Committee Leads excused from meeting.*

**President** (*information presented by Jason on Paul's behalf*)

**Goalie needed for 18U team; request for Board to consider Luke Nielson (from Bend)**

- Luke is 14 years old although very experienced according Derek Gustafson
- Luke's mother submitted letter of interest to Board of Directors for consideration
- Derek noted that Luke is a great fit because, in part, he could potentially be developed and with PJW for 4 more years
- Derek Gustafson affirmed Luke's ability and recommends the Board allow him to play with PJW

**MOTION: Meerta moves, based on Derek's expertise and recommendation, to approve; Georgia, 2<sup>nd</sup> ; unanimous approval**

**Coaching Director (Chris Meyer)**

- Metro coaches were voted in and approved; Chris Meyer authorized to modify coaching teams as necessary
- Working on evaluation process/ set up with Metro and WVHL Directors
- Noted: Karin unable to add Travel Coaches missing credentials (delay in updates from USA Hockey); coaches in Metro also need to submit missing credentials

- Communications Director (Jason Vaillancort)  
Website needs work (storage an issue) - Jennifer Anderson offered to help; Chris Meyer may have someone to help with design
- Fundraising report provided by Jason on behalf of Marc Blattner: several organizations contacted; request to membership distributed – fundraising efforts in progress/underway!

## Vice President

- Metro /Tier/ WVHL Directors (Tracy Meyer, Andy Potter, Meerta Meyer)

Tracy:

Announcement: Managing 7<sup>th</sup> man for Winterhawks

Requested Budget for Metro Coaching Draft; Georgia will forward both Metro and WVHL budget to Tracy and Meerta

Andy:

Selection process – Dev Kids – 1<sup>st</sup> cut on Sunday down to 30 kids; following weekend final cuts

Dev Team Re Girls – Girls need to choose co-ed dev (or) Rose City Dev Team

Meerta:

Need to talk to Summer about the possibility of rotating WVHL practices

Need Derek's help with goalie rotation and jamboree (3 goalies for 4 WVHL teams /1 currently out injured)

Working to finalize volunteers for WVHL evals

Reminder that final teams will not be selected until after the WVHL Jamboree

Schedule Director (Summer Facchini)

General message: Ice is limited; Sherwood & Mountain View unwilling to sell more ice to PJW (even at a premium rate); very disappointing they are unwilling to support youth hockey.

1<sup>st</sup> week of October – SIA – Black Out

Refs – Summer working on this for WVHL Jamboree

Memorial Ice – PJW did not renew contract based on \$ and scheduling challenges

Meerta asked: Eugene ice? If necessary, perhaps consider

- **Treasurer**

Payment plans in motion for 2018/19

Account balance sufficient to cover ice costs

Met with Sports Engine (along with Summer) – noted that a lot of customization would be required; platform generally seems good – not ready to make recommendation at this time

Reminder to Metro, Tier, and WVHL Directors:

TEAM MANAGERS FOR ALL TEAMS TO BE SUBMITTED TO EXECUTIVE BOARD FOR REVIEW AND APPROVAL (TO INCLUDE DEV TEAMS)

- Registrar (Karin Jewett)  
Working on rosters for travel teams; needs coaches confirmed  
Metro – Several kids needs USA Hockey Numbers  
WVHL – Several kids need USA Hockey Numbers  
Coaches and Volunteers need to register with USA Hockey (and) PJW  
Canadian Travel Permits should go to Karin NOT to Wendy directly
- Registration & Schedule Director (Summer Facchini)  
Update completed above.

**Secretary**

- Safesport Representative (Karin Jewett)  
Background and Safe Sport needs to be done by 11/1/18
- General Administrator (Jennifer Anderson)  
Goalie Evaluations? When? What time?

**Director at Large**

- No information to report.

**Adjourn, 8:47pm**

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**FUTURE BOARD MEETING SCHEDULE: PLEASE MARK YOUR CALENDARS**

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**REVISED: Location & Time: Oregon Sports Office / 6:30pm – 8:00pm**

*Tuesday, October 2, 2018*

*Tuesday, November 6, 2018*

*Tuesday, December 4, 2018*

*Tuesday, January 8, 2019*

*Tuesday, February 5, 2019*

*Tuesday, March 5, 2019*

*Tuesday, April 2, 2019*

NOTE: In the event you are unable to attend, please provide a written update to your Primary Executive Board Contact in advance of each meeting. Any comments/questions/feedback may be submitted as well. Thank you for all you do!

# PORTLAND JR. WINTERHAWKS

August 1, 2018 | Meeting Location: Oregon Sports Office, 6:00pm

## EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Meerta Meyer, Secretary

Chris Givens, Director at Large

## MEETING MINUTES – AUGUST 1, 2018

Meeting Called to Order 6:13pm

### Absent:

Jason Vaillancourt, Chris Meyer, Derek Gustafson, Kyle Gustafson, Marc Blattner

### APPROVAL OF MINUTES: June 26, 2018

Paul Makes Motion to Approve; Georgia 2<sup>nd</sup>; Unanimous Approval (*Jason not present*)

## OLD BUSINESS

- OSHA UPDATE (Paul):  
Scheduling meeting happened in July with other local associations (Medford, Bend, etc)  
Reviewed rules and regs  
Bids for tournaments accepted: 8U and 10U, March 8-10, 2018 at WSC and SIA  
Referees requesting support to recruit more refs (Jenn recommends we refer kids that are unable to play metro to ref to stay on the ice  
Push back from other associations that PJW shouldn't be included because we don't send metro teams to play  
Another meeting scheduled in October  
Paul will request a telephone meeting with OSHA to further discuss the value of OSHA (how OSHA supports PJW, player development, what is their strategic plan, etc)  
OSHA recommended intermediate nets; goalie coaches didn't agree; declined by PJW
- RECAP UPCOMING SCHEDULE:  
1<sup>st</sup> two Weekends August – Travel Team Try Outs (10U, 12U, 14U)  
August 18/19 - 18U Final Try Outs  
September 4 – Travel Season Begins  
September 8/9 - Metro Evals and Gear Swap  
September 15/16 – WVHL Evaluations  
September 22/23 – WVHL Jamboree  
September 29/30 – Metro and Development Season Begins  
Note: Development Teams will be picked at Metro Evaluations

**ACTION ITEM:** Discuss November 10-12 – 10U and 12U to Medford?!

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## NEW BUSINESS

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New business will include a brief report of work in progress specific to each board position and role; the Executive Board, Operational Directors, and Committee Leads will have an opportunity to provide concise feedback.

### PRESIDENT

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#### Coaching Director (Chris Meyer)

- Coaches recommendations will be submitted to Exec Board for review and approval
- Working with Kyle on education items for coaches and players
- Working with Derek on goalie development
- Coaching recruitment ongoing
- 101 coaches registered for 2018/19
- Coach contracts have been distributed; expect to see these back soon
- Coaches annual meeting on Thurs, September 6, 2018; Venue TBD
- REQUEST: Annual subscription Go To Meeting \$36.00/month for 7 months; APPROVED

#### Fundraising Committee (Marc Blattner)

- Fundraising packages put together and will be distributed; request made:  
**Please submit names of companies that may have an interest in supporting PJW**

### VICE PRESIDENT *(Paul offered updates on Jason's behalf)*

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- Jason recommends coaching reimbursement for Level 4 & 5; Paul will distribute to exec board for vote
- Jason will work with Jennifer Anderson /training on Stack Sports (website)
- Bylaws under review; first draft to be completed by Paul, Jason and Meerta – attorney will review and make recommendations
- **Metro /Tier/ WVHL Directors (Tracy Meyer, Andy Potter, Meerta Meyer)**

#### Metro Update (Tracy Meyer):

- Tracy provided procedure sheet to Jason regarding drafts, etc.
- Metro Player Draft night for coaches Sept 10, 2018 (Bethany Public House)

Q: How will Development Teams be determined?

A: Independent Evaluators will be present during metro evals; players will be identified

Q: Will Metro Teams be able to travel?

A: Yes; dev teams will choose 1<sup>st</sup> (and) metro teams will be able to choose

#### Tier Update (Andy Potter):

- Andy and Chris M met with all travel coaches, evaluation teams selected, process for selection
- Evals this weekend are ready to go – check in volunteers will be present
- Andy reported on #'s of players that have registered
- 12 players under contract for 18U already signed
- Sept 4<sup>th</sup> – practices will begin

Q: Gear? Shells, track suits, etc

A: NSA

- **ACTION ITEM:** Equipment announcement needs to go out
- **ACTION ITEM:** Consent to treat form for evaluations REQUIRED



### WVHL (Meerta Meyer):

- Request to implement neck guards for all athletes
- Meerta moves that PJW implement mandatory neck guards for all divisions effective September 4, 2018; Georgia, 2<sup>nd</sup>; **unanimous approval**
- Final team selection for WVHL will be announced the week *after* Jamboree (Jamboree will serve as an extension of evals); rosters will be announced the week of September 24th

### Schedule Director (Summer Facchini)

- All divisions FULL; wait list continues to grow
- Karin, Georgia, and Summer reviewing all age groups
- Summer provided annual schedule
- Scheduling conflicts under review
- Registration to close August 31, 2018

### Culture & Community (Jennifer Schidler)

- Met with committee on the 23<sup>rd</sup>
- Jason will be sending out link for volunteers for Gear Swap
- Meeting scheduled with Hawks (Jenn, Jason and Yinka)

### Girls Hockey (Robin Willins)

- 14U registration: 20 signed up (though 6 under age)
- 17 kids budgeted per team (fewer athletes would increase cost to families substantially)
- Girls Hockey Weekend: October 7<sup>th</sup> weekend
- **ACTION ITEM: Review #'s: Registration & Development Team discussion – Executive Board**
- **ACTION ITEM: Rose City Hockey Club partnership; what does this look like?**
- **ACTION ITEM: Girls needs to understand PJW fees**
- **ACTION ITEM: Evaluation process for girl's teams?**
- **ACTION ITEM: Cut-off date for registration**

### TREASURER

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- Creating special registration form will be distributed via email (this will include waivers and financial agreements)
- 2017/18 Season: Approx. \$4,000.00 outstanding; working on collection efforts
- 2018/19 Payment Plans: WVHL and Metro working well; \$40K due (for families who didn't pay in full at time of registration)
- Travel Teams will be placed on auto draft
- IDEAS: Exploring options for tier team managers to pay tournament expenses
- **ACTION ITEM: Training for managers in September**
- Pricing for tournaments submitted by Summer Facchini for Georgia's review

**MOTION MADE: Georgia moves tournament pricing as submitted; Paul 2<sup>nd</sup>; unanimous approval**

### • Registrar (Karin Jewett)

- Verifying Travel Players USA Hockey Players; Georgia will help
- By August 5, 2018: all players must renew USA Hockey registration
- 2 Financial Aid Requests; Karin will submit to Executive Board for review

## SECRETARY

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- Forms update underway
- Request received from a PJW member for 2017 minutes; minutes have not been provided by former board members; to remedy this going forward, information will be saved to the cloud and shared with future boards

### Safesport Representative (Karin Jewett)

- Locker Room Monitor program will be revamped for PJW effective 2018/19 season
- Lanyards to identify locker room monitors
- Background screening for volunteers: \$25.00 flat fee for all

### Discipline Lead (Kristan Rinnell)

- Safe Sport & Background Check Completed
- USA Hockey Bylaw review scheduled with Meerta

### General Administrator & Tournament Director (Jennifer Anderson)

- 8U and 10U – Jamboree (1/2 ice)
- Further clarification needed for state tournament
- Team Photos: Photographer not answering (Summer will provide to Jenn)
- Tournaments: PT Group to man all tournaments (background checks will be required, concussion protocol, and provide insurance)
- Use USA Hockey National Tournament Rules for all tournaments
- **ACTION ITEM: Tournament schedule to Meerta**
- **ACTION ITEM: Clarify registration process with Summer and Georgia**

## DIRECTOR AT LARGE

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- Chris Givens provided a joint report on behalf of Special Projects & Equipment Director (Chris Armstrong) update:
  - All jerseys have been counted and logged
  - Coaching equipment has been counted and logged
  - 5 jerseys will be replaced; approximately \$500.00
  - Gear swap: Jennifer will work with Chris to get box truck
  - Socks will arrive in September

**ACTION ITEM:** Any feedback on what equipment has been ordered?

**ACTION ITEM:** Fee proposal for new jerseys (based on highest need)

**ACTION ITEM:** Forward Georgia quote for socks

**ACTION ITEM:** Need more volunteers for gear swap

**ACTION ITEM:** Need sample sizes of track suits; when are orders due? women's available?

**ACTION ITEM:** Metro coaches need equipment in advance of evaluations

**ACTION ITEM:** Score sheet distribution to Metro/Tier/WVHL Directors for 9/4/18 meeting

**ACTION ITEM:** Practice jerseys to be delivered to WSC for Metro and WVHL evals

*Meeting Adjourned 9:15pm*

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**FUTURE BOARD MEETING SCHEDULE: PLEASE MARK YOUR CALENDARS**

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Location & Time: Oregon Sports Office / 6pm – 7:30pm

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# PORTLAND JR. WINTERHAWKS

## BOARD MEETING AGENDA

August 14, 2018, 8:30pm | Meeting Location: OSO

### EXECUTIVE BOARD OF DIRECTORS

Paul Gaustad, President

Jason Vaillancourt, Vice President

Georgia Bailey, Treasurer

Meerta Meyer, Secretary

Chris Givens, Director at Large

### SPECIAL MEETING MINUTES CALLED BY PAUL GAUSTAD

*Meeting called to order 8:30pm*

#### In Attendance:

Executive Board Present: Paul Gaustad, Jason Vaillancourt, Georgia Bailey, Chris Givens, Meerta Meyer

Invitee: Chris Meyer, Coaching Director

#### Purpose of Special Meeting:

- Metro coaching review (with a focus on Head Coaches)
  - 6U: Chris Meyer presented Head Coaching recommendations and is a proponent of co-head coaches for 6U to promote a collaborative approach; best for strong leadership of such large groups of kids

**MOTION MADE** by Paul to approve co-head coaches for 6U – Chris Lewis and Lance Johnson: Chris Givens 2<sup>nd</sup>; unanimous board approval

- Travel team selection:
  - Paul proposes that up to 12 8U (2<sup>nd</sup> year players) players move up to 10U Metro (8U players play in 8U Dev)

**MOTION MADE** by Paul to move up to 12 2<sup>nd</sup> year mites to 10U Metro for 2018/19 season; Jason recused himself from vote (he has a child playing at that level who could potentially be evaluated) – Georgia 2<sup>nd</sup>; unanimous remaining board approval

- Girls Hockey Program  
Discussion to work with Rose City Girls Hockey to manage girls Development Teams; (formalize agreement with renewal option)

**MOTION MADE** by Paul to partner with Rose City in 2018/19 season to manage all girls development teams (female athletes will remain in Metro with PJW); Meerta 2<sup>nd</sup>, unanimous board approval

- **Board Discussion and Agreement:** Austen Potter named Skills and Development Team Coordinator

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- Coaching education reimbursement proposal discussion for Level 4 and 5 coaches

**Reimbursement Proposal for Level 4 and Level 5** (as submitted by Jason Vaillancourt):

In order to incentivize our committed coaches to achieve higher levels of USA Hockey training, I propose we lay out a formal reimbursement plan for Level 4 and Level 5 coaches. **I propose the following:**

**LEVEL 4 CERTIFICATION**

I suggest PJW offer class reimbursement to anyone who wants to achieve their Level 4 (cap at 5 coaches per season).

To keep it manageable and available to anyone who desires, we should pay for the classes (Between \$200-300 fee for Level 4) and not travel or lodging costs so you get the most committed coaches who want their certification and are willing to kick in some to achieve the higher-level certification.

**Requirement** – For reimbursement, coaches must be in good standing with PJW, attend classes and achieve their Level 4 (and) receive a recommendation from the Coaching Director and/or Tier Director.

**LEVEL 5 CERTIFICATION**

It is in our best interest to have as many Level 5 Coaches in our organization so I think we should consider the following reimbursement:

- Make Level 5 reimbursement available to anyone who requests it (the number is likely to be low because of the USAH requirements to achieve the Level 5).
- Coach will receive immediate reimbursement for lodging and airfare. To be reimbursed for the class fee, the Coach MUST submit a thesis. PJW will not reimburse those who fail to do the thesis work.
- Coach must agree, in writing, that in the event they do not achieve Level 5 certification they will reimburse PJW in full

**Requirement** – A letter of recommendation will be required, in advance, from Tier Director and Coaching Director for pre-authorization of reimbursement. Coaches must be active in the Assoc. for 5+ years, in good standing (no major complaints, no match penalties, no SafeSport sanctions, etc), and receive a majority vote of the Exec Board. Special cases may be considered upon the recommendation of the Coaching Director and Tier Director.

For Level 5, reimbursement - Class fee (\$600 for Level 5), up to \$500 for lodging, and up to \$700 for airfare; total not to exceed \$1,800.00 per coach. (Level 5 is only offered every other year, so this would be an every other year budget item).

**MOTION MADE** by Jason to approve proposal as submitted; Georgia 2<sup>nd</sup>; unanimous approval

# PORTLAND JR. WINTERHAWKS

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## BOARD MEETING AGENDA

*August 18, 2018, 10:14pm | Meeting Location: Board Vote Via Email*

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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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### **MOTION MADE/ BOARD VOTE CALLED BY PAUL GAUSTAD & GEORGIA BAILEY**

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Two (2) hockey scholarship applications for the 2018/19 season were submitted to our Registrar, Karin Jewett and reviewed by Treasurer, Georgia Bailey. Upon review, Georgia forwarded to the Board of Directors a motion to approve both scholarship requests totaling \$1,398.00 in scholarships for 2 families.

*(Family details and respective team(s) of athletes omitted intentionally to respect confidentiality).*

Board approved unanimously, via email, 8/20/18, 5:54am.

# PORTLAND JR. WINTERHAWKS

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## BOARD MEETING AGENDA

*August 30, 2018, 8:30pm | Meeting Location: Board Vote Via Email*

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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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### BOARD VOTE REQUIRED: MEMBERSHIP REQUEST FOR SIBLINGS TO PLAY TOGETHER

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Mid-August, Paul received a request from member, Steve James, asking if the Board would consider allowing his youngest son (12U) to decline a 12U travel team position and be permitted to play 14U Metro with his older brother.

Facts:

- Deadline to accept a spot on 12U travel team was originally 8/24/18; extended to 8/31/18
- Steve's request came in mid-August (shortly before registration closed)
- Waiting list at 14U
- Travel Team spot already designated to 12U athlete

After much discussion, the Board did not approve the request; final vote:

Jason Vaillancourt, Yes

Chris Givens, Yes

Meerta Meyer, No

Georgia Bailey, No

Paul Gaustad, No