

**PYHA Board Meeting Minutes**  
**October 1, 2025, 6:00pm**  
**Palouse Ice Rink and Google Meets**

**1. Call to Order/Attendance**

Liz moved to call the meeting to order at 6:12pm, motion seconded. Roll call, quorum established.

**Board Members Present:**

Dan Bayly (President), Justin Hughes (VP), Asia Paszcynska, Liz Bryant (Secretary), Stacey Poler (Treasurer), Andy Carlson, John Paradis (Parent Rep), Brant Schroeder (Director of Coaching)

**Board Members Absent:** Tim Spencer (Scheduler-in-training)

Board Volunteers Present: Natasha Shoemake (Tournament Director), Brian Mitchell (Safe Sport Coordinator)

**2. Old Business**

- Justin moved to approve the September minutes, motion seconded, all in favor. Minutes approved.
- Registrar Position: Asia accepted the nomination for Registrar position, carried forward from last month.
  - Liz moved to appoint Asia to the position, seconded, all in favor, motion passes.

**3. New Business**

Registrar's Report

- Asia has been meeting with Joanne T and attended the state Registrars meeting.
- Board roster MUST be submitted before we can submit team rosters.
  - Any outstanding SafeSport and Background checks must be completed ASAP.
- PYHA policy for 2 locker room monitors is best practice per USA Hockey standards.
- We cannot alter the USA Hockey tournament rules.
  - Natasha confirmed that tournament rules have been submitted and that she copied/pasted the USA Hockey rules directly from their website.
- Travel forms must be submitted to Registrar no less than two (2) weeks in advance.
  - Submit via email to: [registrar.pyha@gmail.com](mailto:registrar.pyha@gmail.com)

President's Report

- Current registration numbers across all divisions at about 100 skaters, but we anticipate several more.
- Scholarship Committee met on Sunday and voted to award partial financial support to each family requesting assistance. Several more registrations should be coming in as soon as the registration discount codes for these skaters are generated.
- Justin asked about the 18U team status, House/Travel
  - There is still an "evaluation skate" on the schedule.

- Discussion: Should House skaters receive a discount if they do not end up playing as many tournaments as anticipated? Additional fee for Travel skaters who will get additional ice time? Dan reports that Butch is working to schedule some tiered levels of tournaments. Decision: Need to wait to clarify the structure and then 'redistribute' the registration fees as appropriate.
  - Dan notes that we had discussed opening Select tryouts to other associations outside of PYHA. Our numbers this year may not make this a viable option. Discussion: If a team has 10-11 skaters, could we fill the remaining roster slots with 3-4 from Lewiston or another association. Decision: Will need to continue to play it by ear.
- Tjay reports that he is trying to figure out how to work collaboratively with the 12U and 14U skaters. Looking at tournaments that may be appropriate for mixed age groups, such as a Canadian 15U tournament that could be appropriate for some of the younger (15yo) 18U skaters as well as the older 14U skaters.
  - Tjay was referred to speak with Director of Coaching, Brant, and to connect with Butch about the potential for younger 18U skaters to join.
- Brian asked if 14U will be able to play up. Dan stated that there will likely be opportunities for scrimmages between 14U/18U.
- Justin was contacted about an opportunity for a Girls Development tournament. He has shared the information with Laura.

#### Treasurers Report

- Stacey reports that she still does not have access to the account. She has a box of records and has the checkbook but is not yet an authorized signer due to schedule conflicts preventing her, Brant, and Dan from getting to the bank at the same time.
  - Total assets are \$125,000, but registration fees will continue to trickle in (PYHA skaters on payment plans and home tournament registration fees).
  - At this time, all transactions have to go through Brant until she can be added as an authorized signer on the account.

#### Coaching Report

- No formal application process was implemented for Assistant Coaches this year
  - Dan asked Asia to send out a memo to all coaches letting them know to begin "putting out feelers" and providing information on the process to register as a volunteer, including SafeSport and background checks.

### **Committee/Volunteer Reports**

#### Tournament Director

- Natasha requested access to the tournament registration in Sports Engine
  - Stacey granted Natasha the necessary access

- Sports Engine Tourney: Natasha set up a Tournament Director account. Everything is in and ready to go, but can't advance until we have the schedule. Natasha reports that the system is very user friendly. Cost will be approximately \$300 for the season.
  - Liz moved to approve the use of Sports Engine Tourney, seconded, all in favor, motion passes.
- With the closure of the WSU print shop, Natasha is looking for a new banner vendor.
  - Stacey will connect Natasha with the vendor that the County Fair uses, noting that their prices are reasonable if you order in advance.
- Natasha asked about setting a cut off date for tournament registration.
  - Brant agreed that this is a reasonable idea to prevent the scheduling chaos of last-minute sign-ups. Could officially close and then play it by ear if teams reach out and it seems reasonable to accommodate.

#### Volunteer/Dibs

- Liz reports that all practices for the season should now be loaded into Sports Engine Dibs. Tournaments will be added on a rolling basis.
  - Dibs requests should be emailed to [pyhadibs@gmail.com](mailto:pyhadibs@gmail.com)
  - Stacey will eventually begin taking on some Dibs responsibilities but needs to get Treasurer role situated first. Asia and Liz will continue monitoring the Dibs email with Stacey potentially stepping in later in the season.

#### SafeSport Coordinator

- Brian is meeting with Joanne T next week and should have information to share at the next meeting.

#### Goalie Camp

- Dan reports that the goalie camp was canceled as the ice was not quite ready. Proposed the week before or after Christmas. Stacey suggests reaching out to those who had signed up for the previously scheduled camp to see if they have a preference and then go with the majority.
- Brant advised finding a time that we can reliably count on year after year for consistency, likely in Spring. Dan will look at possible Spring options.

#### Rental Gear

- The first "Rental Gear Extravaganza" was held on Saturday, 9/20. Twenty-five skaters were fitted with gear and the system seemed to work very well.
  - Next "Rental Gear Extravaganza" will be on 10/11/25.
- Need to order more breezers as several were disposed of due to wear and tear.
- Inventory is primarily geared toward LTP, 8U, and 10U. Consider purchasing 1-2 "larger" sets to accommodate 11-12 year olds.

- The shed in the parking lot next to the PYHA shed is currently available for rent. Dan will ask Laura about rental cost, potential to rent to own, etc.
- Additional shed update: door lock appears to have been broken when the shed was moved this past weekend. The issue was identified directly before the meeting. We are not currently able to get the door open, but are working on solutions as we have more rental gear fittings coming up.

#### Bylaws Revision

- No updates at this time; carry forward to next meeting.

#### Next Meeting

- Wednesday, November 5<sup>th</sup> at 5:15pm.

#### **4. Executive Session**

7:45pm – Liz moved to go into closed session to discuss confidential information from the scholarship committee meeting, not for public record. Motion passes.

#### **5. Adjournment**

Stacey moved to adjourn meeting at 8:03pm, seconded, motion passed.