

Date: April 8th, 2024
Location: Chavez Center Conference Room
Attendees: Bearclaw Shipe, Dawn Kaufman, Denise Ip, Lisa Schub,
Sarah Wrenn-Weaver, Kristy Janda (Phone)
Excused: John Utsey, Liz Alfaro
Absent: Katy Fitzgerald, Sarah Miller



SFHA Board Meeting Minutes April 8th, 2024

I. CALL TO ORDER 6:52pm

II. APPROVAL OF MARCH MEETING MINUTES

- MOTION: Denise moved that the board approve March 11th meeting minutes as written. Seconded by Lisa and passed unanimously.

III. PRESIDENT'S REPORT (Bearclaw)

- LOEAHA Annual Meeting 5/05. Seeking candidates for Officer positions: President and Secretary. Information is available of LOE and SFHA websites
- Nominations for SFHA Board: End of Season Letter from Bearclaw will include a request for applicants for open board seats.
- Cash Donations - Thank You Letters need to be retained for tax purposes.

IV. TREASURER'S REPORT (Liz)

- 2023 Tax Return. No Activity. Tax Accountant will start on after April 15th.
- Current Financials. See attached.

V. OLD BUSINESS

- Fundraising Update (Sarah W.) Sponsorship, Online Store,
- We need sponsorship logo and jersey number info by June 1st. Each team manager can send in roster information. Lisa will help with the Jersey number spreadsheet.
- Communications and Community Outreach Report (Dawn).
 - a) Bottleneck with registration. Dawn can only do marketing if she has links to registration. Spring Hockey was a little too last minute.
 - b) Need photos from the Squirts team party. Also want to request Team Managers send weekly photos from Team Managers during the season. Kristy will update our Team Managers responsibilities handout to include this duty.
- Ice Scheduling Update-Spring Programs (Katy). No status update.
- Jerseys/Socks/Merchandising Update (Sarah W). No status update.
- End of Season Message to Association Members (Bearclaw) coming in the next 10 days.
 - a) Thank you to all volunteers
 - b) Fundraising Update
 - c) Request for volunteers
 - d) Annual Meeting Notice
- Policies/Procedures Updates. Kristy is updating procedures/guidelines for Team Managers, Coaches and Parents.

VI. NEW BUSINESS

- Special Board Meeting 4/19 at 12pm (Zoom) to establish fund distribution guidelines for fundraising dollars.
- Coaching roster will need to be firmed up for next season.
- All Slack channels need to be reviewed and updated. This will include identification of

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- appropriate positions/members for each channel. Bearclaw and Dawn will initiate this process.
- We need a documented process for requesting and approving off-season ice time. Sarah W offered to draft a request form and written procedures. Discussion ensued about recruiting a dedicated individual for coordinating off-season activities/workshops/clinics. For now, Katy will be asked to request ice time for a Skills Building Workshop from Kenneth/ Brian.
- We don't have anyone running older Pond Hockey. Will and Sean are willing to help. Lisa to reach out.

VII. BOARD MEMBER COMMENTS

VIII. ADJOURNMENT 8:00pm