

FLAGSTAFF YOUTH HOCKEY ASSOCIATION

FYHA BOARD OF DIRECTOR'S MONTHLY MEETING MEETING MINUTES

Meeting Date: Jul 17, 2025 6:00 PM Location: 214 E. Birch Ave

Teams Link: <https://tinyurl.com/FYHA-BOD-Meeting>



ROLL CALL

Board Members in attendance:

- Travis Joralmon, President
- Chris Whitney, Vice President & Coaching Coordinator
- Gina Nabours, Treasurer
- Tiffany Abbott, Secretary & Webmaster
- Brad Mihalik, Ice Scheduler
- Mike Darby, Fundraising Coordinator
- Jilleen Alessi, Equipment Manager

Coaches in attendance:

- 6/8U Club - N/A
- 10/12/14U Club - N/A
- 8U Travel - N/A
- 10U Navy, Andrew Graham
- 12U Navy, Chris Whitney
- 14U Navy, Kris Walsh

Managers in attendance:

- 8U Navy - N/A
- 10U Navy - Maegan Van Wyck
- 12U Navy - Brittany Darby
- 14U Navy - N/A
- Molly Joralmon, Manager Coordinator

Directors/Coordinators in attendance:

- Leigh Mathias, Club Director
- Mark Del Giorgio, Goalie Coordinator

Other/Members in attendance:

- Dave Booth

CALL TO ORDER + APPROVAL OF MINUTES

Meeting called to order at 6:03 PM by Travis Joralmon. Motion to approve June meeting minutes by Gina Nabours, seconded by Mike Darby. Motion to approve July agenda with amendments by Gina Nabours, seconded by Mike Darby.

REPORTS

President's Report (Travis Joralmon)

- No report

Vice President's Report (Chris Whitney)

- No report

Treasurer's Report (Gina Nabours)

- PayPal is up and running. I've submitted an application to get a card reader for our account. Tiffany has ordered the card readers and will receive them by the Dark Sky tournament.
- Anyone looking for Ice Monitor payments will need to submit a W9 to the organization so that we can tag payments on Quickbooks and send appropriate tax forms to anyone who receives \$600 or more from the organization during the tax year. I have sent emails out to anyone I've sent a check to at this point and have let them know before I send any more checks that we will need to have the tax form on file.
- Apparently we're doing a very good job of paying our ice bills and received recognition at the rink's user group meeting this month.
- Travis and I went to the bank to sign paperwork that increases daily spending on the association's card. Each card now has a \$7500 daily spending limit which will help for registering for tournaments.

Discussed adding a blank w9 form to the Volunteer registration, Tiffany will follow up with Charlie.

Secretary's Report (Tiffany Abbott)

- Continuing to work on getting Volunteers and Coaches current on requirements.

AAHA Hockey Director's Report (Travis Joralmon)

- Our last meeting was on 6/19. We discussed which teams will be in the AZYHL divisions for AZYHL. I took the coaches recommendations to the meeting and we are currently set to play in the following divisions for seeding: 8U - 2-Trk2 teams / 10U - Mesquite / 12U - Mesquite / 14U - Cactus. After seeding weekend we will meet again to determine division placement for the season.
- Important Dates:
 - AAHA Managers Meeting - 8/9
 - Seeding - 8/27-9/1
 - Hockey Ops - 9/3
 - League Scheduling - 9/6-9/7
 - Post Season:
 - 8U - 3/7-3/8 (Flagstaff)
 - 12/16/18U - 3/4-3/6
 - 10/14U - 3/11-3/15

Club Hockey Director's Report (Leigh Mathias)

- Shott's Tots starts in August
- Two Arizona Hockey Association grants were submitted 1) general assistance for gear (\$10k), 2) support goalies (\$15k)
- Club starts in the fall. I want to discuss color specific playing levels and goalie strategies.

Discussed recruiting on-ice volunteers for Shott's Tots. In addition to adult coaches, any youth players that want to come and help are welcome. Can also reach out to Kyle Palmer and/or Dan Carrick to get high school or NAU players.

Coaching Coordinator's Report (Chris Whitney)

- Coaches will be contacted again for those that need updates.

- I will go through coaching supplies to see what's needed.
- Look at 8U coaching

Discussed clarification for coaching requirements. Head coaches and assistant coaches on the bench during USA hockey sanctioned games require: SafeSport training modules, Age-Appropriate Coaching Modules, and Coaching Education Program (CEP) certifications. CEP certifications (for the group you are coaching) must be completed by 12/31/25, but coaches must be enrolled in a class at the start of the season. Currently there are no dates listed for CEP courses - watch USA Hockey website for registration (likely August).

If completing a background check, FYHA's organization number is 35615801.

Equipment Manager's Report (Jilleen Alessi)

- **Items received:**
 - Dark Sky Jerseys
 - Northstar travel practice jerseys
 - Dryland shirts and shorts
 - Polo shirts
- **Items waiting to be received:**
 - Game Jerseys
 - Game Socks
 - Warm ups
- **Other items:**
 - Team Store has closed. Orders will be placed. We did not meet the minimum bag order for the Troy bags. A second date to open it will be selected once club starts.
 - Zack Savage has confirmed that there are no jersey donations, but if we have equipment needs he can look to see what he can get us. Need to send him a list of equipment needed for next try hockey for free date.

Fundraising's Report (Mike Darby)

- Discount cards are in progress. Reaching out to other businesses.

Discussed a buyout option for discount cards for Club. FYHA asks each Club player to sell 5 cards (\$20/ea). FYHA would offer the option to buy out discount cards for \$50 at the time of registration OR sell 5 cards. Travel expectations remain the same (sell 10 cards), with no buyout option. Travel team managers will be responsible for the management of discount cards. Leigh will be responsible at Club level. Tiffany will follow up with Charlie with verbiage to include this in the Club registration, along with the conditional functionality.

Mike and Tiffany will work together to update the Sponsorship Opportunities on the website.

Ice Scheduler's Report (Brad Mihalik)

- Summer:
 - Sunday summer Stick Time (all ages) Each Sunday through July 27th 11a-12p with some exceptions (pay attention to the SportsEngine/website calendar).
 - Summer Pond Hockey through July 31st:
 - Tuesdays 6, 8, 10U (5:30pm)
 - Thursdays 12, 14, 16U (5:30pm)

- Northwestern Hockey Camp - July 21st - 25th
- Dark Sky 3v3 Tournament - July 25th - 27th
- Fall/Winter:
 - I am trying to secure some Stick Time slots in August. Ice is very hard to come by at this time but I will update the calendar when I learn of any available sessions.
 - Travel hockey season begins Monday, August 11th! Season practice schedule is loaded into SportsEngine and displayed on the website calendar.
 - The first two 8U Travel sessions on 8/11 & 8/12 are for tryouts.
 - Goalie clinics will take place the first five Tuesdays of travel season (8/12 - 9/9) 5:30-6:30pm. Open to all FYHA goalies.
 - Shott's Tots is scheduled and registration is open! It will be held from 9-10am on the following Saturdays & Sundays: 8/16, 8/17, 8/23, 8/24, 9/13 & 9/14
 - 10, 12 & 14U Navy Travel seeding tournament is 8/30 - 9/1
 - 10, 12 & 14U Navy Travel league game scheduling will be 9/6 & 9/7
 - Club hockey season begins Sept. 15th! Season practice schedule is loaded into SportsEngine and displayed on the website calendar.
 - The first two 10,12,14U Club sessions on 9/15 & 9/18 are combined and will be used as evaluation sessions to determine Navy or White team placement.
 - Grunnah Power Skating (GPS) Season Prep Clinic is scheduled and registration is open! We will not be scheduling any league games (home or away) this weekend to allow all FYHA skaters to take advantage of this clinic. Club teams will have a modified schedule this weekend so please check the calendar! Register before 9/1 for \$50 off. The schedule is as follows:
 - Group 1 (7-10 years olds)
 - Saturday 9/27, 9-10:30am & 5-6:30pm
 - Sunday 9/28, 9-10:30am
 - Group 2 (11-18 year olds)
 - Saturday 9/27, 10:45am-12:15pm & 6:45-8:15pm
 - Sunday 9/28, 10:45am-12:15pm
 - Stick Times for August have been added to the FYHA Calendar
 - There is a Saturday Stick Time (all ages) scheduled right after Shott's Tots on 9/13 from 10:15-11:15am
 - Season Stick Time (all ages beginning 9/21) will be most Sundays 9:45-10:45am with some exceptions. Check the SE calendar for changes and omissions.
 - There are some dates that we will not have hockey:
 - Sept. 1st Labor Day (Travel will be at seeding)
 - October 10th-12th Fall Break (this could include the 9th and/or 13th as different schools have a different fall break by a day. Coaches will determine if you have practice on the 9th or 13th)
 - November 27th-30th Thanksgiving Break
 - December 20th - January 2nd Winter Break
 - January 19th - MLK Day (Travel tournament possible)
 - February 16th - President's Day (Association travel tournament)
 - The 10,12,14U Club teams will combine and practice with each other in the other team's slot in weeks where a Monday or Thursday are the holidays listed above (with the exception of winter break - no hockey those dates)
 - Other key dates:
 - November 2nd - 8U Mite Jamboree (Travel) in Flagstaff

- March 7th & 8th - 8U Travel State Championships in Flagstaff
- March 28th - Last day of Club hockey

Webmaster's Report (Tiffany Abbott)

- Cleaned up and organized Board meeting agendas and minutes by year.
- DIBS sign up issue has been resolved; the sessions were set to a max credit of "1" and needs to be left blank.
- Shott's Tots, Club hockey, and Ice Schedule pages updated and live.
- Next up: Team pages (10U Navy, 12U Navy, 14U Navy), Sponsorship Opportunities

Discussed ideas for social media - player profiles. Tiffany will email teams with a form to fill out if they wish to participate.

Registrar's Report (Charlie Knotts)

- No report

Tournament Director's Report (Kevin Callaway)

- Currently sitting at 132 total, max cap is 172
- Special event license has been secured - beer garden is a go
- Mike Darby is working with Shamrock on the grill items to be donated, along with condiments, utensils, etc.
- Merch is ordered, champions banners are done, and will have a photo backdrop sponsored by Ski Haus.
- PayPal card readers have been ordered. Tiffany will work with Volunteer coordinator to get users set up on the system.
- Schedules will be set the week before the tournament.
- Email will go out week before the tournament with details on what to expect.

Discussed the need to create a physical boundary around the beer garden. Chris Whitney/Warners will provide fencing and stakes. Follow up with Kevin on the space size submitted.

Travis purchased the Tourney app on SportsEngine for the tournament. Everything will be online.

Mike was able to get everything donated from Shamrock. Concession/grill hours for Dark Sky will be Saturday, 11 AM to 2 PM, and 5-8 PM. Sunday will be 10 AM to 2 PM. This eliminates the need for constant volunteer coverage.

Need to connect with Tabitha to purchase plates, napkins, etc. with Sam's Club order.

Manager Coordinator's Report (Molly Joralmon)

- Managers meeting is scheduled for Wednesday, July 23rd @ 5:30
 - iPads & charger handout
 - Projectors (if wanted)
 - Team budget (Gina)
 - Ice Schedule
 - Dryland
 - Roles and Responsibilities

- Dryland schedule for travel teams has been created and will begin the week of Aug 4th. I will attend the first session for all teams to help OSI with collecting waivers.
- I am working with Dixie to create a player/parent contract to hopefully help lessen behaviors and lack of participation during dryland sessions.

Goalie Coordinator's Report (Mark Del Giorgio)

- Nick Kasten is scheduled to coach FYHA goalie sessions from 5:30-6:30 pm starting August 12th and going for 5 weeks.
- I am working on a Try Goalie for Free session in October. Date TBD.

ACTION ITEMS:

- Add w9 form to Volunteer registration - Tiffany
- Recruit on-ice volunteers for Shott's Tots - Leigh/Tiffany
- Send Charlie verbiage re: discount card buyout to include in Club registration - Tiffany
- Update sponsorship packet - Tiffany/Mike

UPCOMING EVENTS

- Northwestern Hockey Camp 7/21-7/25
- Dark Sky 3v3 Tournament 7/25-7/27
- Shott's Tots - 8/16-17, 23-24, 9/13-14
- Grunnah Power Skating Season Prep Clinic 9/27-28

OLD BUSINESS

Summer Pond Hockey

- 77 participants, winding down. Going well.

Jackson Haughey Memorial Scholarship

- Discussed requirements for JHMS, separate from FYHA scholarships. Agreed to move forward as a completely separate scholarship. Will give preference to goalies.
- Applicants will be required to answer a few brief questions:
 - Tell us about you and why you deserve this scholarship
 - What would you use this scholarship for and how would you benefit?
 - What amount are you asking for?
- Scholarship recipients will be shared on website and social and website to carry on Jackson's legacy. Tiffany will follow up with Maria and begin promoting ASAP. Recipients will be reviewed and selected at the August board meeting.

Shott's Tots

- Discussed in reports

Fall Practice Schedule - Dryland

- Dryland practice schedule (pre-club, 8/12 to 9/11) has been added to the website and FYHA Calendar.

Association Selected Tourney

- Motion to approve association selected tournament to be in Vegas by Gina Nabours, seconded by Brad Mihalik. All in favor. Motion passed.
- Discussed the need to book hotel rooms for Stay & Play through the hotel link in order for the association to receive credit. Please do not use your rewards.

Volunteers & Coaches

- Discussed in reports. Charlie is starting to roster teams and we need all volunteers to fill out the 2025-2026 Volunteer application and fulfill SafeSport/bg check requirements.

ACTION ITEMS:

- Tiffany to follow up with Maria on JHMS and begin getting materials on the website and social to promote

NEW BUSINESS

2-Step Verification

- Discussed the need for board members to enable 2-step verification to secure accounts.

McLaughlin Spendlove Mouthguard Night

- Discussed mouthguard fitting night has been scheduled for August 5, between 5-7 PM, same day as OSI baseline screenings. Offered by McLaughlin Spendlove for free.

Troy Bags on Team Store

- Discussed not meeting the minimum requirement (10) for Troy hockey bags on the team store. We received 6 orders and need to buy 4 additional to meet the minimum. All agreed to buy to meet minimum and will plan on selling at future events.
- Discussed removing Troy bags from the team store for next year, will table discussion for next spring.

Equipment Swap Date

- Discussed equipment swap date has been scheduled for Saturday, 8/23 during Shott's Tots, 9-10 AM. All are invited to donate, swap, or sell hockey gear no longer needed. Everything will be self-managed. FYHA will have one table to sell surplus dryland shirts, shorts, gloves, bags, etc. as a fundraiser for the organization. More details to come in email.

Club Jersey Order

- Discussed no donation from AZ Hockey Legacy (Zack Savage) for jerseys this season; however FYHA has budgeted for the expense. Jilleen will order the same colors (gold, navy, white, grey) with the FLG hockey logo to differentiate from Travel players. No numbers.
- Discussed equipment/training room and storage of gear. Hallway storage room has mouse poop and the rink needs to be notified. Plan to move goalie gear to McPhearson to make storage closet easier to access. Jilleen/Gina will purchase blank bins with yellow lids from Sam's Club to organize.

Non-FYHA players at Stick Time policy

- Discussed clarification on policy of non-FYHA players at stick time. If the individual volunteering is over 18 and not going to put on a roster, SafeSport and background check is

required. If they are under 18, registered with the Association and roster on a team as a player, they need nothing further. Their registration and rostering on a team is sufficient.

Next Meeting

- Proposed moving August meeting date to 8/13 @ 6 PM to avoid conflict with local school open house events. Scholarship deadline will now be moved to 8/10 to allow for selection on 8/13. ALL scholarships will be reviewed at the August meeting.

ACTION ITEMS:

- Order Club jerseys - Jilleen
- Update August board meeting dates / scholarship deadline change and communicate - Tiffany

Motion to adjourn to Executive Session at 7:41PM by Travis Joralmon. Seconded by Chris Whitney.

Next meeting: Wednesday, August 13, 2025 @ 6 PM