



**Hockey Club Alaska: Northern Knights**  
**November 16, 2021 @ 6pm, Soldotna Public Library**

<b>Attendees:</b> <ul style="list-style-type: none"> <li>● <b>President</b> - Andie Bock 2021-Present</li> <li>● <b>Vice President</b> - Jeremy Love 2020 - 2022</li> <li>● <b>Treasurer</b> - Megan Swanson 2021 - 2023</li> <li>● <b>Secretary</b> - Sarah Miller 2021 - 2023</li> <li>● <b>Coach Coordinator</b> - Jeremy Love, Interim</li> <li>● <b>Registrar</b> - Bruce Linton, 2021-2023</li> <li>● <b>Information Technology</b> - Brice Cunningham 2020 - present</li> <li>● <b>Ice Scheduler</b>- Stephanie Derleth, 2021-2023</li> <li>● <b>Manager of Managers</b> -</li> <li>● <b>Volunteer Coordinator</b>- Sarah Williams 2021-present</li> <li>● Other -</li> </ul>	<b>Board Member Norms:</b> <ol style="list-style-type: none"> <li>1) <b>One person talking at a time</b></li> <li>2) <b>Stick to time</b></li> <li>3) <b>Constructive listening</b></li> <li>4) <b>Stay open-minded</b></li> <li>5) <b>Remain kind &amp; considerate</b></li> </ol>
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Agenda Item		Completed/ In-progress	Due Date	Responsible Party
Call meeting to order	Time: 6:04 pm			President/ VP
Roll Call of board	Andie, Jeremy, Megan, Sarah M., Bruce, Brice, Stephanie, Sarah W.			Secretary
Call for Approval of Minutes	<a href="#">September Minutes</a> <a href="#">October Minutes</a> 1st: Jeremy 2nd: Brice	Approved		Secretary
Call for Approval of Special Meeting Minutes	1st: 2nd:			Secretary
Call for Approval of Agenda	Any amendments from the Board to today's agenda? Reports etc. Motion: Dismiss review of Past Due Payment policy for this meeting 1st: Sarah W. 2nd: Sarah M.	Approved		President / VP

<b>Public Comment</b>	Public Comment Norms: 1) All comments must pertain to agenda items. 2) Each speaker is allowed two minutes. 3) No profanity allowed	None		
<b>Discussion Items</b>	1. Tournament update U14 Team submitted registration & payment for state U12 Team has until Dec. 1 to register U12 participating in Peninsula Power Play tournament this weekend (\$1200 cost)	Complete		Andie/Jeremy
	2. Skateathon Report Total of \$9569.50 deposited, 28 kids participated Small amounts outstanding (\$25 from a few players) Brown Bears assisted with lap counting	Complete		Megan
	3. Scholarship Program application process Doesn't seem ready for this season, also uncertain if a need/inquiry has been raised for financial assistance. Suggestion- a subcommittee of Board members (President, Treasurer & Registrar) to determine need, come up with process to review and protect confidential, sensitive information submitted from applicants. Add agenda item to June board meeting to determine how many scholarships can be awarded in a season. Still need to determine if scholarships would only cover ice fees or additional expenses such as jerseys. Propose ideas for how to raise funds designated specifically for scholarships. Last year- of 70 kids, 2 kids requested assistance. Still yet to be determined what amount HCAK can offer in financial assistance.	In progress		Stephanie
	4. Brown Bears volunteer update Participated in Skateathon, otherwise difficult to coordinate Brown Bears travel schedule with HCAK events. Goalie coaching weekly or twice a month would be possible need they could fill- could share with other organizations. Other possibilities than on-ice volunteering could be considered for next season.	Completed		Megan
	5. Out of state travel options In communication with coaches for high school team. Coordinating a trip around h.s. schedule is challenging. Optimal to include the entire team if possible, also considering the location of the tournament and its impact on the quality of experience for the players. Will decide by December meeting.	In progress		Jeremy
	6. Ice scheduling update/communications process Thursday Nov 24 practice canceled (Thanksgiving). Soldotna Sports Center will send weekly schedule to prevent future scheduling errors/miscommunication. Waiting for December schedule from Madeline at SSC. Tyler Best in charge of ice schedule for Kenai rink, ice currently scheduled there for entire season. Stephanie will forward to board.	Ongoing		Andie/Stephanie

	<p>7. Breakfast with Santa update  Dec. 11, 10-2 pm at Soldotna Sports Center Kitchen &amp; Conference room. Coordinates with Open Skate time.  One hour to decorate &amp; begin food prep, then open event to public.  Backdrop for photos with Santa. Andie will take photos, post them to HCAK Facebook for people to download. Need a photo release form (Sarah M. will draft).  Need to create Google doc for volunteer sign ups (Sarah W.)  Megan has check for Sports Center, Sarah W. will deliver next week. Sarah W. will submit receipts for reimbursement up to \$600 for event.</p>	In progress		Sarah W.
	<p>8. Status of HCAK Board members with USA Hockey/SafeSport  Bruce Linton incomplete, all other board members complete &amp; submitted to Brice.</p>	In progress		All
	<p>9. Jersey &amp; warmup orders update  All jerseys and warmups distributed. Coach Matt James &amp; Coach Howard were given HCAK jackets. Need a jacket for Coach Richardson. Loaner jerseys have been collected. Socks not collected from U14s yet.</p>	Complete		Andie
	<p>10. Accounting update  Ending balance \$16157.00 (October). Still need to pay Soldotna Sports Center ice for October.  \$1500 from insurance should be deposited within next week.</p>	Complete		Megan
	<p>11. Manager of Managers vacant position  Leave it vacant for the current season, with only two teams, no need to fill at present.</p>	Complete		Andie
	<p>12. Dryland opportunities AATC  U14 team received \$1000 donation for dryland training (\$1500 is cost with trainer). Would cost \$5 per player out of pocket for U12s to participate in dryland. Alternatively, Board could also cover the \$500 with a donation for U12s. Megan will reach out to U12 families to determine commitment level and Board will fund the dryland practice if families accept.</p>	In progress		Andie / Jeremy
	<p>13. Late registration information  <a href="https://hockey-club-alaska.sportngin.com/register/form/029823092">https://hockey-club-alaska.sportngin.com/register/form/029823092</a>  Registration is closed but if any player wants to join U12 team that could still occur through contact with Brice/Bruce.</p>	Complete		Brice
	<p>14. COVID Mitigation Plan  <a href="#">HCAK Return to Play</a>  <a href="#">On-ice mask exemption 9.24.21.pdf</a> (SSC)  <a href="#">Kenai Rink Covid Waiver</a>  <a href="#">ASHA COVID POLICY</a>  Board members to look over documents and bring revision suggestions to December meeting.</p>	In progress		Andie/Sarah M.

ACTION ITEMS		<u>COMPLETED / IN PROGRESS</u>	<u>DUE DATE</u>	<u>RESPONSIBLE PARTY</u>
	1. Review and approve <a href="#">POL-01-2021</a> (Late payment policy) <b>(Brice)</b>  <b>1st:</b> <span style="margin-left: 200px;"><b>2nd:</b></span>	Removed from agenda		Megan / Brice
	2. Review and approve changes to HCAK bylaws <a href="#">Bylaws Document</a> Proposed revision: Information Technology Coordinator to just “Information Technology” Final edits and submit for email vote approval.  <b>1st:</b> <span style="margin-left: 200px;"><b>2nd:</b></span>	In progress		Sarah M. / Brice
<b>Future Agenda Items</b>	Suggestions: 1. COVID mitigation 2. Breakfast with Santa post event update 3. Dryland training update 4. SafeSport board member status update 5. Out of state travel options update 6. Ice schedule update			Board
<b>Public Comments</b>	Public Comment Norms: 1) All comments must pertain to agenda items. 2) Each speaker is allowed two minutes. 3) No profanity allowed	None-complete		
<b>Next Meeting Date</b>	Tuesday, December 21, 2021. 6:00pm Soldotna Public Library			
<b>Adjournment</b>	7:04 pm <b>1st: Andie 2nd: Sarah W.</b>	Complete		President/VP