

Date: November 6th, 2023
Location: Chavez Center Conference Room
Attendees: Bearclaw Shipe, Dawn Kaufman, Denise Ip, Dylan Moore,
Japa Khalsa, Liz Alfaro, John Utsey, Katy Fitzgerald,
Kristy Janda, Lisa Schub, Sarah Miller.
Excused:
Absent:



SFHA Board Meeting Minutes

I. CALL TO ORDER: 6:39pm

II. APPROVAL OF SEPTEMBER MEETING MINUTES.

- MOTION: Denise moved that the board approve October 2nd meeting minutes as written. Seconded by Dylan and passed unanimously.

III. PRESIDENT'S REPORT

Bearclaw discussed some of the player safety points of emphasis from LOE and USA Hockey:

- Cell phones and mobile devices may not be used in the locker rooms. They must be stowed in the player's bag or left outside of the locker room. Violations of this policy will result in disciplinary action.
- All locker room monitors must be safe sport certified and have passed a background check. Monitors must be listed on all game rosters. For now all head coaches will be rostered as the locker room monitor.

Other Items:

- John will print out each age group roster and leave a blank space next to the parent name for their USA Hockey registration number. Our goal is to capture numbers of all registered parents as a means to expand our volunteer base.
- We will be making an effort to keep our website up to date to improve upon its usefulness and reliability as a source of current Association information.
- We are working to standardize communications channels to simplify communications and improve upon timeliness of information dissemination. Slack will be the primary communications tool for Board members, Managers, and Coaches. Sportsengine will remain the primary tool for communications between Team Managers and Players/Parents/Guardians. Sportsengine will also be used by the Board to send out general interest communications to all Association members.

IV. TREASURER'S REPORT

- Additional registrations have come in since last month (approx \$12k). Two refunds still need to be processed.
- Checking Account balance is currently \$63,900. There have been no major expenses recorded to date (such as ice invoices and referee bills).
- Concessions: Lisa will talk to Chris (the Complex manager) about having a donation table during games. If Lisa is unsuccessful, Bearclaw will talk with Brian Stinett.
- SFHA records - Liz will research companies that can digitize Association Records prior to the 2022-2023 Season. These records are predominantly in paper form.
- Discussion was held regarding the creation of a financial reserve policy as part of our

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overall financial policies. Historically, the Association has finished seasons with some cash on hand for liquidity purposes. A formal policy will be drafted as part of the Association Financial Policies and presented at a future Board Meeting for approval.

V. OLD BUSINESS

- Fundraising (Japa): Each Board Member needs to solicit a friend/ business to donate to our new fundraising campaign. Suggested contribution is \$250 for business donations.. For donations in excess of \$250, a banner with the Business logo will be hung during games.
- Japa will draft a clear “ask” for the website so giving becomes easier.
- Japa needs the fundraising email to route to her so she can respond to inquiries.
- Community Outreach plan (Dawn): Giving Tuesday? Dawn can post a link to the website “giving button” on social media.
- Try Hockey for Free Feb 24th, this could roll into 3v3 spring clinics. Need to watch scheduling conflict with Little Howlers.
- Weekly instagram posts (Wednesdays/ Thursdays).
- Jersey Order Update (Dylan): Capitals orders are ready to go - will distribute during the parent meetings.
- Wrong sizes were sent by the manufacturer for the Blue Jackets jerseys. The bulk of the jerseys were Adult XL. Dylan is working with the vendor on a reorder of correct sizes.
- Ice scheduling update (Katy): started looping in coaches every Sun/ Mon on game updates.
- Rink is open on Friday 11/10 (Veteran’s Day) for our scheduled games. Need to send an email notifying parents.

VI. NEW BUSINESS

- Annual Equipment Swap. Nothing new to discuss.
- Reinstate player that was previously banned. Disciplinary Committee will be convened by Dylan as Committee Chair to address the reinstatement request from the player.
- Requirement for neck guards and other protective gear was discussed. We will follow USA Hockey’s guidance on this issue. We will also send out a communication to all Association members recommending the use of neck guards as well as other protective gear such as cut resistant socks and arm protection.

VII. NEXT MEETING DATE

- [Monday 12/04 at 6:30pm at GCCC.](#)

VIII. ADJOURNMENT: 8:12 pm

Santa Fe Hockey Association

Regular Checking (01) - 1 Bank Balance: 67035.37 Ending Balance: \$63,985.37

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat	Balance
						Auto	
11/03/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-I AC- SportsEngine -TRANSFERST-I0Z8T0B0Y9W0	\$4,229.40		C	\$63,985.37
11/02/2023	Expenditure	Pure Hockey 1400 Uniform / Equip Purchase	CKCD DEBIT 9897 10/31 21:58 VE CKCD DEBIT 9897 10/31 21:58 VELOCITY TEAM SALES HOLLIS	\$2,270.00		C	\$59,755.97
11/02/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-C AC- SportsEngine -TRANSFERST-C2F0H6H6V7F2	\$206.01		C	\$62,025.97
11/01/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-D AC- SportsEngine -TRANSFERST-D4L9F8M1J7H9	\$206.01		C	\$61,819.96
10/31/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-E AC- SportsEngine -TRANSFERST-E0W3D6M4J0Q7	\$105.05		C	\$61,613.95
10/30/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-H AC- SportsEngine -TRANSFERST-H5W7N7K2P1D6	\$742.50		C	\$61,508.90
10/27/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-J AC- SportsEngine -TRANSFERST-J6J4B5F8H1G8	\$957.50		C	\$60,766.40
10/26/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-F AC- SportsEngine -TRANSFERST-F7D1H5K7N8X7	\$232.74		C	\$59,808.90
10/25/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-L AC- SportsEngine -TRANSFERST-L7B8I8D3A8V0	\$67.50		C	\$59,576.16

Date	Ref No. Type	Payee Account	Memo	Payment	Deposit	Stat	Balance Auto
10/25/2023	Deposit	Los Alamos National Labs 3410 Contributed income:Other Income:Donations Cash	Los Alamos National Labs Dontaion		\$34.20	C	\$59,508.66
10/24/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-C AC- SportsEngine -TRANSFERST-C4T9F1Q4K8T8		\$121.50	C	\$59,474.46
10/20/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-F AC- SportsEngine -TRANSFERST-F8V3E0N9B2F5		\$889.00	C	\$59,352.96
10/16/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-N AC- SportsEngine -TRANSFERST-N7B2B2C7W5T2		\$742.50	C	\$58,463.96
10/13/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-G AC- SportsEngine -TRANSFERST-G5W7G5M9K5H0		\$232.74	C	\$57,721.46
10/12/2023	Deposit	Sportsengine Transfers 3000 Player Registration	Sports Engine Player Registration		\$970.52	C	\$57,488.72
10/10/2023	Expenditure	Intuit 1620 Administrative Expenses:Accounting Software	CKCD DEBIT 8496 10/10 20:45 IN CKCD DEBIT 8496 10/10 20:45 INTUIT *QBook CL.INTUIT.CO	\$97.37		C	\$56,518.20
10/10/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-W AC- SportsEngine -TRANSFERST-W5I2Y3Q3D8A0		\$228.02	C	\$56,615.57
10/04/2023	Deposit	Sportsengine Transfers 3000 Player Registration	AC-SportsEngine -TRANSFERST-W AC- SportsEngine -TRANSFERST-W2O0K0S3F1T4		\$2,991.55	C	\$56,387.55

Santa Fe Hockey Association

Statement of Activity

October 1 - November 6, 2023

	TOTAL
Revenue	
3000 Player Registration	12,922.54
Contributed income	
3400 Other Income	
3410 Donations Cash	34.20
Total 3400 Other Income	34.20
Total Contributed income	34.20
Total Revenue	\$12,956.74
GROSS PROFIT	\$12,956.74
Expenditures	
1400 Uniform / Equip Purchase	2,270.00
1600 Administrative Expenses	
1620 Accounting Software	97.37
Total 1600 Administrative Expenses	97.37
Total Expenditures	\$2,367.37
NET OPERATING REVENUE	\$10,589.37
NET REVENUE	\$10,589.37