NAHA Board Meeting Minutes - April 9, 2025

Meeting called to order at 6:04 PM.

Board Members in Attendance:

Amy McWilliams, Craig Bushey, Jared Ross, Stephanie Jeffrey, Tony Guzzo, Tory Tollefson, Nick Lavenant, Jeff Winchester, Jared Ross, Forrest Merrill, Mike Brown

Board Members Absent:

Paul Snell

Guests:

Evan Semel

Approval of Minutes:

Motion to approve the previous meeting minutes by Eddy, seconded by Stephanie. Motion passed.

Financial Report:

Bill was not present. He will send an update.

New Board Member Introductions:

Nick Lavenant was introduced as a new board member.

2025-2026 Leadership Team Appointments:

- President: Tony Guzzo (Nominated by Mike Brown, Second by Stephanie – Passed)
- Vice President: Eddy Conlon (Nominated by Tony, Second by Eddy – Passed)
- Secretary: Amy McWilliams (Nominated by Stephanie, Second by Eddy – Passed)
- Travel Director: Tory Tollefson (Nominated by Mike B., Second by Stephanie – Passed)
- SOL Director: Stephanie Jeffreys (Nominated by Jared, Second by Bushey – Passed)
- Treasurer: Bill B.
- Safesport Representative: Craig Bushey (Nominated by Tory, Second by Amy M. – Passed)

With Tony Guzzo being voted in as president. Matt Parker, election alternate, officially joins the board.

Dita Updates:

- 9 contractors submitted applications to pre-qualify for the expansion.
- 6 General Contractors qualified based on expectations and qualifications.
- April 1: Pre-Bid Conference held onsite at ISC for all expansion leads and qualified GCs.
- Bid deadline: April 18, 2025

• Bid award by City Council: May 8, 2025
• Notice to proceed: May 9, 2025
• Estimated completion: October 1, 2026
• Work hours: Monday–Saturday, possibly Sunday
• Building remains operational during construction.
• Construction workers not to interact with building users.

League Reports:

House: No update.

Travel:
Tryouts: Thunder – May 10; NAHA – May 17

Thunder Registration Numbers:
12U – 11
14U – 16
16U – 16
18U – 8

Charger Registration Numbers:
10U – 23
12U – 11
14U – 16
16U – 8
18U – 4

Note: 16U & 18U Chargers may shift to the All-Star model depending on registration.

SOL:
• Playoffs starting this week
• Summer Registration opens April 27 (10 weeks)
• ADP next session is open
• ADL in pre-registration
• ADL 2.0: First session has 28 skaters and 2 goalies; next session opens in one month (9 weeks each)

Policies and Procedures Update:

Tony sent updates to several policies to the board. Nick to assist with referee materials with Mike B.

Coaches Committee:
Discussion on restructuring 8U and 10U House League.
Proposal to split 8U by skill level and implement more structured coaching before next seasons.

New Business:

Charger Coaches:

• 10UA – Jeff Winchester (Motion by Tory, Second by Jared - Passed)
• 10UAA – Paul Snell (Motion by Tory, Second by Stephanie – Passed)
• 12U – TBD
• 12UAA – Craig Bushey (Motion by Tory, Second by Jared – Passed)
• 14U – Matt Siekle (Motion by Tory, Second by Jared – Passed)
• 16U/18U – Mike Brown (Motion by Tory, Second by Eddy – Passed)

Note: Craig Bushey and Jeff Winchester abstained from coach voting.

• Liz will continue to support NAHA. Approved at $800/month (Motion by Mike, Second by Stephanie – Passed unanimously)

Referee Program:
Mike Brown will propose new rates for ref in the 2025-2026 season.

Adjournment:

Motion to adjourn by Mike Brown.
Meeting adjourned at 7:24 PM.

Electronic Voting / Other Board Activities:

• April 15 – NAHA Board met with Ice Rink management to discuss ice rate increases. Rates increased from $350/hour to $390/hour. (PDF of slide show presented is attached.)

• April 17 – Passed motion for NAHA to purchase 12 dasher boards from the Ice Plex to resell as a fundraiser to offset some of the ice cost increase for NAHA members across all age/skill levels and all NAHA programming.

• April 19 – Board adopted new additions to the NAHA Bylaws including: Coach Removal Policy, Official Removal Policy, Officials Code of Conduct, Player Incident Report, Player Removal Policy, and Team Manager Removal Policy.

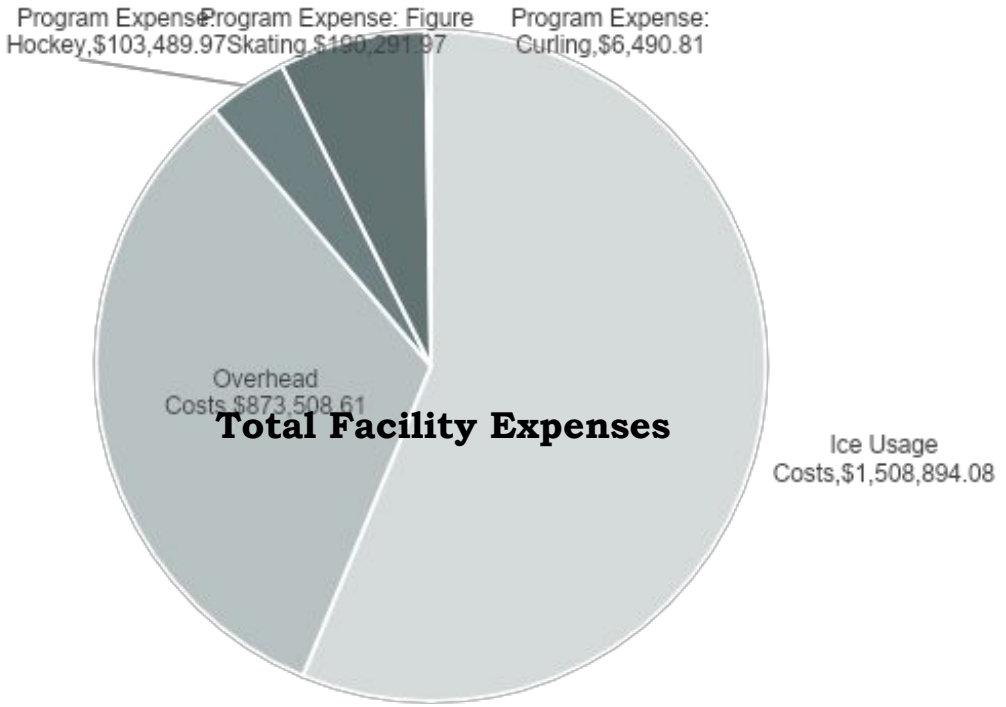
• May 9 – Ryan Longley play-up request from 12U AA Thunder to 14U AA Thunder. Passed.

• May 13 – Joe Kondratek to replace Craig Bushey as 12U AA Charger coach. Passed.

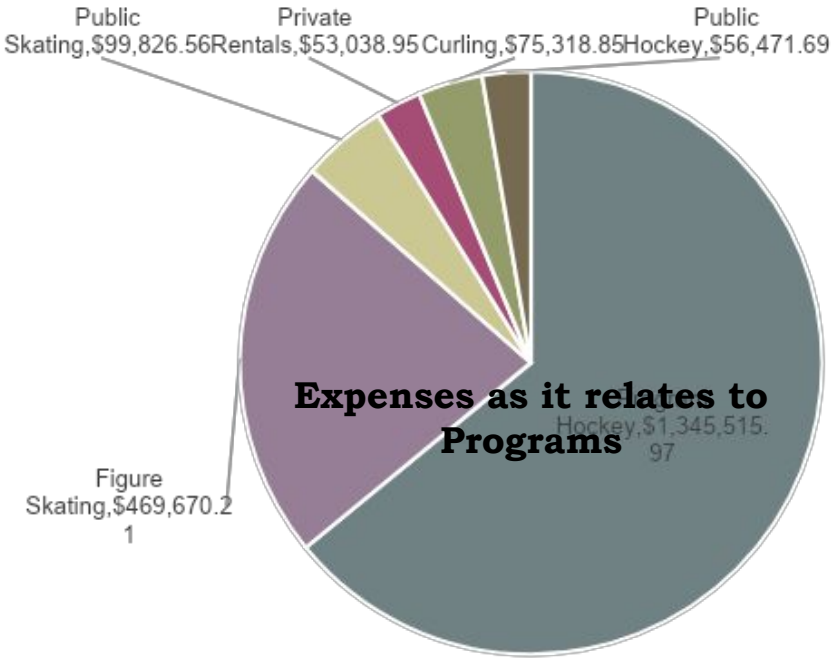
Ice Rates FY25-26

Budget

- At the March Board of Control meeting the budget for Fiscal Year 2025-2026 was approved unanimously
- The total expenses were approved at $2,890,000
- The Facility Management team was tasked with setting revenue goals in line with these expense.



Total Facility Expenses



Expenses as it relates to Programs

The Price of Ice

1. Program Related Costs = $103,490
   - Locker Room repairs/maintenance
   - Broken glass/board repairs
   - Net maintenance
2. Ice Usage Costs (67% of total) = $1,010,562
   - Ice maintenance
   - Zamboni costs
   - Compressor repairs
3. Share of Overhead Costs = $232,161
   - General Liability Insurance
   - Annual Audit/Accountant Fees
   - Salaries

Total Costs are $1,345,515

Factors Impacting This year's Budget

1. Inflationary Concerns
   A. Utilities increased 12%
   B. Liability Insurance increased 30%
2. Repair and Maintenance Concerns
   A. New Continuing Service Agreement
   B. Replenishing Facility Emergency Operations Fund after catastrophic issues in 2024
3. Outfitting a New Arena including capital expenditures

Math on a Chalk Board

- Given Net Expenses for 2025-2026 = $1,345,515
- Anticipated use is 2700 Hours of Prime Ice and 340 hours of Non-Prime Ice
- This would set rates at $454.13 for Prime and $340.60 for non-prime

Reality

- The ISC acknowledges the essential role hockey plays in the past, present, and future sustainability of the facility.
- The ISC also acknowledges that a $114 rate increase, a jump of 33.5%, is not palatable
- Other programs are able to incur a greater share of the overhead costs, lessening hockey's share.

Rates

- $390 Prime
- $310 Non-Prime

Coach Removal Policy

All NAHA and Thunder coaches are expected to uphold the standards outlined in the NAHA Code of Conduct. Any violations of those standards—whether related to performance, conduct, or behavior—may result in disciplinary action, including removal from their position.

Authority for Removal

In accordance with NAHA Bylaws Section 6.2 (d), the NAHA Board of Directors holds the authority to affirm or remove suspensions and enforce disciplinary action. Furthermore, Bylaw Section 6.8 grants the Board the power to determine and resolve disputes, with such decisions being final and conclusive. Therefore, any coach may be removed by a majority vote of the NAHA Board of Directors at any time for cause.

Grounds for Removal

Grounds for removal include, but are not limited to:

- Failure to meet the responsibilities of the coaching role. Based on issues related to practice and game structure, creating a positive learning environment, incorporation of all players into practices, challenging players and pushing them to achieve their greatest potential, and creating a good experience to grow players on and off the ice.
- Misuse or inappropriate handling of team funds.
- Violation of Safe Sport requirements: Use of inappropriate, offensive, or sexually explicit language in person or electronically (e.g., text, email, social media). Bullying or abuse—verbal, physical, or emotional—toward players, other coaches, parents, or officials.
- Any other behavior deemed to be in violation of the NAHA Code of Conduct or USA Hockey guidelines.

Process

- A formal review may be initiated by the NAHA Travel Director, Safe Sport Representative, or the NAHA Board.
- A hearing shall be conducted in accordance with USA Hockey Bylaw 10 (“Procedure for Suspension and Discipline of Members”).
- The coach in question will receive written notification of any disciplinary decision, including the reason(s) for removal.
- Coaches will be given at least 7 days’ notice prior to a hearing or appeal.

Right to Hearing and Appeal

In accordance with USA Hockey Bylaw 10, any coach subject to removal has the right to a hearing prior to any final decision. After the hearing, if removal is upheld, the coach has the right to appeal to the NAHA Board of Directors. The coach will be given at least 7 days' notice prior to both the hearing and any appeal

Team Manager Removal Policy

All NAHA and Thunder Team Managers are expected to conduct themselves in a manner consistent with the NAHA Code of Conduct. Any Team Manager whose performance, conduct, or behavior is found to be inappropriate may be subject to disciplinary action, including removal from their position.

Authority for Removal

In accordance with NAHA Bylaws Section 6.2 (d), the NAHA Board of Directors has the authority to affirm or remove suspensions and enforce disciplinary action. Per Section 6.8, the Board has the power to resolve disputes, and those decisions are final. Therefore, any Team Manager may be removed by a majority vote of the NAHA Board at any time, based on the recommendation of the Travel Director, Safe Sport Representative, or a formal recommendation by the Board itself.

Grounds for Removal

Grounds for removal may include, but are not limited to:

- Failure to fulfill the responsibilities and duties of the role.
- Inappropriate use or handling of team funds.
- Bullying, harassment, or abuse (verbal, physical, or emotional) directed at players, coaches, officials, or others.
- Use of inappropriate, offensive, or sexually explicit language or messages.
- Violation of the NAHA Code of Conduct.

Process

- A formal review may be initiated by the Travel Director, Safe Sport Representative, or the NAHA Board.
- The Team Manager will receive written notification of the disciplinary action, including the reason(s) for dismissal.
- A replacement Team Manager will be selected by the Travel Director with input from NAHA leadership.

Right to Hearing and Appeal

Team Managers have the right to a hearing under USA Hockey Bylaw 10 prior to any final decision. After the hearing, if dismissal is upheld, the Team Manager may appeal to the NAHA Board. A minimum of 7 days' notice will be given for both the hearing and the appeal.

Player Removal Policy

All NAHA players are expected to uphold the standards outlined in the NAHA Player Code of Conduct, which is signed prior to the start of each season. Any violations of these standards—particularly those involving bullying, harassment, or abuse—may result in disciplinary action, up to and including removal from the team or from NAHA entirely.

Authority for Removal

In accordance with NAHA Bylaws Section 6.2 (d), the NAHA Board of Directors has the authority to affirm or remove suspensions and to enforce disciplinary action. Per Section 6.8, the Board has the power to determine and resolve disputes, and those decisions are final and binding. Therefore, any player may be removed by a majority vote of the NAHA Board at any time, based on the recommendation of the player's coach, the Travel Director, the Safe Sport Representative, or the NAHA Disciplinary Committee.

Grounds for Removal

Grounds for removal include, but are not limited to:

- Violation of the NAHA Player Code of Conduct.
- Bullying, harassment, or abuse (verbal, physical, or emotional) of teammates, coaches, officials, or opponents.
- Inappropriate language or behavior, including sexually explicit comments or messages.
- Repeated violations of team rules or NAHA policies.

Process

- Any coach who observes or is informed of a violation will complete a NAHA Incident/Disciplinary Report.
- The report will be reviewed with the player, their parent(s), the Travel Director, and the coach.
- The Disciplinary Committee—comprised of the Travel Director, Safe Sport Representative, and designated board members—will review each case.
- The player and parent(s) will be given at least 7 days' notice of any hearing and an opportunity to respond.
- In cases where the violation is admitted, no hearing is required.

Disciplinary Actions

Disciplinary actions may include, but are not limited to:

- 1st Offense: The player will meet with coach(es), manager, and parents for a warning. This may lead to a probation period of up to 1 month, during which the player's behavior will be closely monitored.
- 2nd Offense: Automatic 1-week suspension and a minimum of 1 game missed.
- 3rd Offense: Automatic 2-week suspension and a minimum of 2 games missed. The player will also meet with the coach, manager, and a NAHA Board representative.
- 4th Offense: Dismissal from the program for the remainder of the season without refund.

If USA Hockey policy mandates stricter consequences, those will supersede NAHA policy.

Right to Hearing and Appeal

Per USA Hockey Bylaw 10, players have the right to a hearing before disciplinary action is

finalized. Following the hearing, players and parents may submit an appeal to the NAHA Board.
A minimum 7-day notice will be provided ahead of any hearing or appeal.

NAHA Incident Form

Incident Information Form

Allegations of abuse, violations of NAHA guidelines or policies, inappropriate behavior by a Player/Coach/Parent/Other.

Return the completed form to a member of the NAHA Board or Hockey Office within 2 days/48 hours of alleged incident.

Submitting this form does not eliminate your responsibility to immediately stop the behavior at issue and to protect the youth. Nor does completing this form exempt you from your obligations under USA Hockey/Safe Sport mandatory reporting of child abuse and any other obligations imposed by state law.

Incident date: _____

Date incident reported: _____

Location where incident occurred (if applicable): _____

Report type: • Suspicion/allegation of abuse • NAHA policy or guideline violation(s)

• Other inappropriate behavior by a Coach/Parent/Other

Details of incident: What alleged victim/target/injured party said, what reporter observed/was told, similar or past incidents involving the victim(s)/target(s)/injured party (parties) or violator(s)/ offenders(s), etc.

_____
_____
_____
_____
_____
_____

PERSON FILLING OUT THIS FORM: _____

Relation to NAHA: _____

Phone(s): Primary _____

Email: _____

PERSON WHO REPORTED THIS INCIDENT:

_____

Relation to NAHA: _____

Phone(s): Primary _____

Email: _____

CONFIDENTIAL

Alleged Victim/Target/Injured Party Information:

• Adult • Youth • Registered • Other

Name/ DOB / Age / Gender

_____

If a minor, parent(s) information:

_____

Name: _____

Phone(s): _____

Email: _____

Parent notified? • Yes • No if yes, by whom? _____

Date/Time _____

Alleged Policy Violator/Offender Information:

• Adult • Youth • Registered • Other

Name / DOB / Age / Gender _____

If a minor, parent(s) information:

_____

Name: _____

Phone(s): _____

Email: _____

Parent notified? • Yes • No if yes, by whom? _____

Date/Time _____

Was this incident reported to law enforcement? • Yes • No • I don't know

Name of law enforcement agency:

_____

Date reported: _____ Approximate time reported: _____

If applicable, was appropriate children and family services/Child Protective Services agency notified?

• Yes • No • I don't know

Name of agency:

_____

Date reported: _____ Approximate time reported: _____

Attachments such as photos, statements, and this incident report can be added and are helpful. Return the completed form to a member of the NAHA board or Hockey Office.

NAHA Game Official's Code of Conduct

• Always act in a professional and businesslike manner and take your role seriously.

• Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.

• Know all playing rules, their interpretations and their proper application.

• Remember that officials are teachers, set a good example.

• Make your calls with quiet confidence, never with arrogance.

• Manage and help to control games in cooperation with the Coaches/Captains to provide a positive and safe experience for all participants.

• Violence must *never* be tolerated.

• Always be fair and impartial.

• Answer all reasonable questions and requests.

• Adopt a "zero tolerance" attitude toward verbal or physical abuse.

• Never use foul or vulgar language when speaking with a player, coach or parent.

• Use honesty and integrity when answering questions.

• Admit your mistakes when you make them.

• Never openly criticize a coach, player or fellow official.

• Keep your emotions under control.

• Use only USA Hockey-approved officiating techniques and policies.

• Maintain your health through a physical conditioning program.

• Dedicate yourself to personal improvement and maintenance of officiating skills.

• Respect your Supervisor and his/her critique of your performance.

I understand that failure to adhere to the North Alabama Hockey Association (NAHA) Officials Standards and Code of Conduct will lead to disciplinary action in the form of a potential suspension, or possible expulsion.

Player Signature _____Date_____

Print PlayerSignature_____

Please retain this copy for your records

NAHA Policy for Removal of Game Official

All NAHA and Thunder Officials will conduct themselves in a manner consistent with the USA Hockey's Game Official's Code of Conduct. An Officials performance or inappropriate behavior may result in disciplinary action by NAHA, it's designated Safe Sport Representative, and/or Officials Representative. This may include removal of the individual from their position. They The individual will be informed of their dismissal in writing, which will include an explanation for the action. NAHA and its designated Officials Representative will take appropriate corrective action.

Under NAHA Bylaws, the NAHA Board has the right as an association to remove any Official from the association at any time based on the decision of the Safe Sport Representative, Officials Representative or the recommendation of the NAHA Bboard. NAHA will follow Bylaw 10 per USA hockey when discussing and moving forward with the removal, hearing or appeal of any Official from a NAHA association.

Right to Hearing and Appeal

Per USA Hockey Bylaw 10, Officials have the right to a hearing before disciplinary action is finalized. Following the hearing, an official may submit an appeal to the NAHA Board.
A minimum 7-day notice will be provided ahead of any hearing or appeal.