



# River Falls Youth Hockey Association

## March 10<sup>th</sup>, 2010 Board Meeting Minutes

**Date:** Wednesday March 10<sup>th</sup>, 2010

**Place:** Best Western / Junior's

**Board Members Present:** Mike Kealy, Tom Magill, Jon Benusa, Lisa Woiwode, Dave Buck, Jesse Getzie, Jody Christensen, and Paul Wilson

**Board Members Not Present:** Dan Briese, Marc Harer, Kent Manglitz, Tracey Laesser

**Guests:** Shane Dock

**Notes taken by:** Marc Harer

*Meeting called to order @ 5:40pm by Mike Kealy*

**Approval of meeting minutes from February 3<sup>rd</sup>, 2010 Board meeting**  
*Jody motioned to approve meeting minutes, Jesse 2<sup>nd</sup> motion – approved.*

### FINANCE OPERATIONS

#### *Action Items from last meeting*

- *Lisa will work on identifying actual costs incurred by the association for all levels of skater's vs. the current costs to skater's/families.*
- ~~*Mike to follow-up with Shelly Kahut-Loomis and provide costs for high school phy-ed use of the Wildcat Centre.*~~
- ~~*Mike will continue to work with the City on the arrangements for next season.*~~
- ~~*Mike and Jesse to follow-up on any requirements in order to obtain picnic license from the City to allow for beer sales at the Fat Boys tournament.*~~
- ~~*Dan to follow-up with Junior's in relation to payment for advertising dasher*~~

#### **Financial Report (Treasurer)**

- *Dan provided report. High School payment outstanding (expected to be about \$15,000). Debt is up just a bit at \$86,320.*

#### **Co-op Expenses 2009/2010 (Jon)**

- *Review Co-op teams expenses and determine Baldwin/RF financial commitments - Jon to provide detailed spreadsheet. Plans are to work off of Baldwin's spreadsheet for this year and to review with Baldwin (Mike K. and Jon Z.) for going forward.*

#### **2010/2011 Items**

- **Season Registration Details (Jon)**
  - All Registration details (*fee's, volunteer hours and raffle tickets*) need to be finalized before May 1st so registration forms can be updated and printed. *See action items below...*
- **Budget Items (Jon)**
  - Budget items for next season, many building items need to be addressed. *Jon will be getting details on potential costs for discussion at upcoming meeting.*
    - locker room furnace
    - dehumidifier coil
    - many small maintenance items
    - Hockey nets – *see follow up items*
- **Business Plan (Mike)**
  - *Mike provided an overview of a plan that balances ice time/associated expenses against registration and fundraising. This will be further reviewed at the Financial meeting listed below in the action items.*

#### **Pull Tabs (Jesse)**

- *Contracts have been approved.*

#### **Twin States Pool Tournament**

- *Contracts have been finalized for the upcoming pool tournament to be held on April 22<sup>nd</sup> – 25<sup>th</sup>. The hours of operation are from 8am to 2am.*
- *The RFYHA will be receiving \$1,000 per day for building rental, 100% of concessions sales and 50% of the beer sales.*
- *We will be responsible for staffing the resources for concessions, cooking/grilling, clean-up and general support.*

#### **Action Items from this meeting**

- *Follow-up Financial meeting has been scheduled for March 24<sup>th</sup> at 6pm @ Junior's to decide 2010 / 2011 fees, raffle's, volunteer hours/fundraising.*
- *Jon is going to look into the costs for new nets vs. refurbishing the nets that we have.*

### **HOCKEY OPERATIONS**

#### **Action Items from last meeting**

- *Kent, Mike, and Andy continue to review and develop 2010 – 2011 Mite program plan for proposal/finalization at the March meeting.*
- ~~*Mike to contact Tracey for upcoming tournament information. This information needs to be provided to Shane Doek for coordination.*~~
- ~~*Shane Doek will place the State Tournament bid for the 2011 / 2012 season for Mite 2B, Mite 2A and U-14.*~~

#### **2010 / 2011 Mite Program Ice Time Proposal (Mike)**

- *Mike proposed an adjustment to the Mite program for the 2010 / 2011 that balances the ice time with the registration and fundraising fee's.*

*Dave motioned to approve the proposed program of a 2 day/3 day rotation week to week with in-house play through the end of December and traveling being January/February. There will be a limit of 8 games (4 home and 4 away) with 1 or 2 tournaments. Teams will be determined depending on number of Mite skaters for the season. Lisa 2<sup>nd</sup> motion – approved.*

#### **ACE Committee**

- Review of interested individuals and next step.

*Lisa motioned to dissolve the ACE Committee and put in place an ACE Coordinator. This would be an annual position selected by the Board. This Coordinator will be responsible for ensuring the RFYHA follows USA Hockey standards and would receive full hours, Dave 2<sup>nd</sup> motion – approved.*

#### **Tournaments (Kent)**

- 2010 / 2011 Coordinator – *Dave Buck will be the coordinator for the 2010 / 2011*
- State Tournament Bids – *This has been taken care of by Shane Dock for the 2011 / 2012 season. Our State tournaments for the upcoming season (2010 / 2011) are*

#### **Action Items from this meeting**

- *Follow-up with MAHA and WAHA representatives to ensure details (important ones) from the yearly meetings are provided to the Board and ACE Coordinator going forward.*

### **BUILDING OPERATIONS**

#### **Action Items from last meeting**

- ~~*Jon will request Gordy's Lock Service to re-key the interior office door.*~~

#### **Ice Removal (Jon)**

- Ice out date and arrangements (proposed date of 4/3, unless someone wants to do it on 4/1 - which is a Thursday?) – *It has been determined that April 1<sup>st</sup> 2010 will be the start of ice removal with an expected completion date of Sunday the 4<sup>th</sup>.*

#### **Intern Position 2010/2011 (Mike)**

- *Mike proposed and provided a job description/posting for an intern position with the RFYHA. This will be a cost free position for the association with compensation of experience only.*

*Jesse motioned to approve internship, Paul 2<sup>nd</sup> motion – approved*

#### **Karyn Bye Display Case (Tom)**

- Display case for Karyn Bye, including signed Olympic jerseys and photos (youth, HS, Olympic) – *This has been put on hold indefinitely due to lack of funding.*
  - Brian Sylla has offered to build the above display case and provide materials in exchange for his remaining 15.0 tourney vol hours. I'm trying to raise funds for it, and received a quote for \$629 (at cost) -- which I thought was too high.

#### **Relay for Life**

- *Requested use of our parking lot as overflow from the High School during the same weekend as the Fat Boys tournament. We will rope off a portion of the parking lot toward the entrance which will be policed by a member from the Relay for Life committee.*

#### **Action Items from this meeting**

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### **COMMUNICATION OPERATIONS**

#### **Action Items from last meeting**

- *Review current volunteer hour allotments for Registration and Registrar to determine if a change is needed for the upcoming season.*

#### **2010/2011 Committee's**

- *Registration and Registrar will be separated going forward based on overall responsibilities. The volunteer hours will be adjusted to the following: Registration Coordinator (25), Registrar (full).*

- *New Member Coordinator* will be a new position going forward that will work to provide orientation/training for new members to the association.
- *Concession Coordinator* will receive full hours going forward.
- *Concession Volunteer Sign-up Coordinator* will be a new position to focus on the sign-up and filling of hours for the concession. This position will receive 15 hours (non-tournament).
- *Fundraising Coordinator* will be a new position responsible for coordinating events like Kwik Trip, Circus, Raffle's, Wild Ticket Sales, etc.

#### **Volunteer Hours (Jon)**

- Review of un-worked volunteer hours vs. what is needed for the remainder of the season. *We are within 30 hours (short) for the remaining 2009 / 2010 season. The season (for hours worked) ends March 31<sup>st</sup> 2010.*

#### **Budget Steering Committee (Jon)**

- Consider the creation of a "Bucket Steering Committee" for the 2010-2011 season. The purpose would be to prioritize and provide direction to the Bucket Managers. Also to facilitate repairs/improvements within the facility. (1 board member and up to 3 association members, hour for hour towards volunteer hours). *This was tabled based on the potential of an internship being assigned and possibly holding this position.*

#### **Annual Meeting Planning (Tom)**

- Agenda – *Will be determined at an upcoming officers meeting scheduled for the 4<sup>th</sup> of April at 6pm @ Junior's.*
- Committee Reports
- Income Statement, Balance Sheet
- Financial Progress in last 12 months, next 12 months plan

#### **Formation of Nomination Committee (Tom)**

- Timeline: email to membership mid-March, nominee bio's received by Mar 31, post to website, vote at annual meeting. *1 Board member and 2 association members is are required.*

#### **Action Items from this meeting**

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#### **OTHER ITEMS**

##### **Action Items from last meeting**

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##### **Misc Items**

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##### **Looking Forward –**

- **Items which need to be addressed in the next 30 days...**
- **Future items which need to be addressed....**

##### **Action Items from this meeting**

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**Next board meeting TBD**

***Jody motioned to end meeting, Lisa 2<sup>nd</sup> motion – approved.***