

WASHINGTON COUNTY YOUTH HOCKEY ASSOCIATION

2330 S. Main Street • West Bend, WI • (262) 335-0876

May 20, 2013

Monthly Board Meeting

Kettle Moraine Ice Center-Multi-Purpose Room

7:30 PM

Attending: Doug Pickett, Tom Postulka, Paula Beine, Dave Coughlin, Jeremy Grannan, Eddie MacDonald, Sherry Reiter, Brian Doran, Paul Luedtke, Paul Mcaughey, Ryan Lichtensteiger

Staff: Craig Peterson

Excused: None

Guests: Mike Klebba, Mike Zale, Regan McCormack, Andrew Quinn, Russ Farrell, Amy Farrell, Kathy Schairer

MEETING NOTES

- I. **Doug Pickett called the meeting to order at 7:31pm**
 - a. Doug Pickett established a quorum via the roll call

- II. **Paula Beine motioned and Dave Coughlin seconded the approval of the May BOD Meeting Agenda. Motion Carried unanimously.**

- III. **Dave Coughlin motioned and Paula Beine seconded the approval of the April 30, 2013 BOD Meeting Notes. Motion Carried unanimously.**

- IV. **Director Reports**
 - a. **Treasurer -- Finances (Paula)**
 - i. April \$14k in ice rental
 1. Short of budget
 2. KMFSC-Short ice rental fee deal
 - ii. \$7k off budget for month
 - iii. \$72k in the bank
 - iv. Beer & Wine budget \$20k for 2013-14 (200 people in ticket sales)
 1. \$16.1k in funds brought in from event
 2. Net approximately \$14k
 - v. Jeremy Grannan – Hotel Funding from Hampton Inn
 1. No funds have been brought in for the year
 2. Jeremy in touch with Hotel Sales Manager to resolve issues
 3. Looking at mandate for 2013-14 tournaments to require hotel stays at WCYHA approved partners as part of tournament sign up
 - b. **Fundraising -- Beer & Wine Tasting Event (Sherry, Craig)**
 - i. Questioning if Beer & Wine should be moved to fall date
 1. Sherry Reiter will speak with Amy Hennings about dates moving forward and determine best course of action with committee feedback.
 - c. **KMIC General Manager --- Rink Updates (Craig)**
 - i. Scheduling going well for all ice renters for 2013-14 year
 1. Looking at scheduling model from 2 years ago when we had similar number teams skating
 - 2.

- ii. In need of scissors lift
 - 1. Need for ice in August
 - iii. Squirt 2C state tournament awarded to WCYHA in 2015
 - iv. Safe Sport Certification-Need to have someone assigned as Safe Sport Coordinator
 - 1. BOD to determine process and who will be in charge of Safe Sport for WCYHA
 - v. Volunteer work days scheduling
 - 1. Early summer/2 before start of season
 - vi. SaniSport coming to sanitize locker rooms
 - vii. Zumba going well-potentially adding Sundays
 - 1. 95 people have tried Zumba at KMIC
 - 2. Ensuring that they have Certificate of Insurance and Waiver for Participation
 - viii. Craig was featured in Rink Magazine regarding new Chiller
 - ix. Dehumidifier shut down
 - x. Sprinkler head leaking over ice-fixed
- d. Other Director/Coordinator reports**
- i. Tournament Director---Jeremy
 - 1. Squirt C State Tournament awarded to WCYHA in 2015
 - a. Bantams/Squirts State Tournament remain 2nd weekend in March
 - b. PeeWee State Tournament remains 3rd weekend in March
 - ii. Director of Player Development/Director of Coaching---Eddie
 - 1. Update on registration numbers for 2013-14 season
 - a. Currently have 143 skaters registered (budgeted 130)
 - i. 44 ADM
 - ii. 40 Squirts (potentially 4 more?)
 - iii. 42 Pee Wees (potentially 2 more?)
 - iv. 17 Bantams
 - v. 23 players have moved from Intro to Hockey to ADM or Squirt (5 more potentially to move forward)
 - 2. Craig and Eddie to meet on/around August 1st to determine final number of travel teams for 2013-14 season
 - iii. Region 5 Meeting Recap---Doug/Dave

V. Old Business

- a. Goalie Tryout Proposal at the Squirt Level (Committee)
 - i. **Jeremy Grannan motioned and Tom Postulka seconded the following verbiage be added to the WCYHA Handbook regarding Goalie Tryouts at the Squirt Level. "If your skater is interested in committing to the goalie position full time at the Squirt Level, please contact the Director of Player Development to express your interest. Skaters are welcome to attend tryouts for Squirts at the Goalie position. Goalies will be judged and scored by independent evaluators. Team placement is determined by goalie's ability and what is most appropriate and in the best interest of the goalie's development. Team placement will be determined by a committee comprised of the Director of Player Development, Director of Coaching and the Squirt Level Coaches. At the Squirt level, skaters who request and opportunity to play goalie should be accommodated. Accommodation will be at the head coach's discretion with the development of each player in mind." Motion Carried unanimously.**

- VI. New Business
 - a. Insurance Bids (Paula)
 - i. BOD to review 2 bids from West Bend Mutual and R&R (SECURA)
 - 1. West Bend Mutual \$17,682 (includes \$1M umbrella policy)
 - 2. R&R (SECURA) \$14,327 (\$15,243 with a building value of \$6.5M)
 - 3. WCYHA paid \$21,856 for insurance policy in 2012-13 to West Bend Mutual
 - ii. Paula to review USA Hockey's coverage/protection of Officers & Directors to determine what if any level of coverage needs to be included in WCYHA policy
 - iii. **Jeremy Grannan motioned and Doug Pickett seconded the approval of R&R (SECURA) as 2013-14 provider pending information from Paula regarding Officers & Directors inclusion and coverage from USA Hockey. Motion Carried 5-1 (Eddie MacDonald voted against).**
 - b. Accounting Firm Bids (Paula)
 - i. BOD to review 3 bids from KDHH, Rice and Schenck
 - 1. KDHH \$5250
 - 2. Rice \$2500
 - 3. Schenck \$3400
 - a. After negotiation with Paula, Schenck came down to \$2500 with inclusion of rink board and website exposure
 - ii. Paula recommending Schenck
 - 1. Wasn't comfortable with Rice
 - 2. KDHH was too high
 - iii. **Paula Beine motioned and Eddie MacDonald seconded the approval of Schenck & Associates as 2013-14 Accounting Firm. Motion Carried unanimously.**
 - iv. Paula to get information and logos to Craig and Jeremy for rink board and website inclusion
 - c. PCI Policy (Paula)
 - i. Need to have on file as WCYHA collects credit card info
 - ii. **Paula Beine motioned and Doug Pickett seconded the approval of the PCI Policy document as written and previously submitted to the BOD for review. Motion Carried unanimously.**
 - iii. Craig Peterson, Paula Beine and Doug Pickett will need to sign policy documents as they are responsible for and have access Association credit card information as collected.
 - d. Whistleblower Policy (Paula)
 - i. **Paula Beine motioned and Doug Pickett seconded the approval of the Whistleblower Policy as written and previously submitted to the BOD for review. Policy will be on file in office. Motion Carried unanimously.**
- VII. Open Forum
 - a. Does ice in have an effect on fall Beer & Wine event?
 - i. Committee needs to come together and determine direction and date
 - ii. Is this the event that should be done (Beer & Wine)? Or should something else be looked at?
 - b. Building-Doug and Steve Sarauer will meet in next couple of weeks to determine project plan
 - i. Windows caulked
 - ii. Pothole/drain repair
 - iii. Grass seeding
 - c. Jeremy will grant access to website for new and existing board members as needed
 - d. Paul Luedtke will get together with Deb McClarren on Volunteer transition

- e. Ryan Lichtensteiger and Craig to meet and talk about ZAM needs
- f. All new board members send Craig bio info for downstairs lobby bulletin board
- g. Jeremy had ADM parent potentially interested in Internal Fundraising position (do we need?)

VIII. Meeting was adjourned at 8:41pm

Meeting Notes submitted by Dave Coughlin, Secretary