

## District 5

Meeting minutes

November 4, 2015

Meeting called to order at 7:03pm.

**Attendance:** All districts were in attendance.

**Secretary's Report-** Dena Walters The minutes from the October 7th, 2015 meeting were posted on the D-5 website. A motion to approve the October 7 2015 meeting minutes was made by STMA and seconded byBuffalo. Motion carried.

**Treasurer's Report-** Jeff Swenson- written and oral report given. Attached is the written report. Billing going out this week. 3 bills. League fees, WOSA fees and games. A motion to approve the report was made by STMA and seconded by LDC. Motion carried.

Q: Why do you need to pay for refs prior to the games.

A: because District 5 is the bank and last year because of some associations not paying we were down to \$200.00 in our checkbook.

**Coach-in-chief-** Brian Johnson - not present no report

**Official Report-** Mike Mooney- present-

## Supervisor Of Official Report 11-4-2015

### Seminars

We have completed another successful seminar season. We are encouraged that we had 31 new officials attend our seminars and many more that live within D5 attending seminars other than those conducted in D5. Our upper level numbers have remained strong. We are very happy with the results of the Willmar seminar.

- Buffalo level 3, 48 attendees
- Hutchinson level 3, 30 attendees
- STMA level 1, 13 attendees, level 2, 18 attendees
- Sauk Rapids level 1, 18 attendees, level 2, 16 attendees
- Willmar level 1, 13 attendees, level 2, 6 attendees
- 

A total of 162 officials attend our seminars

I would like to thank the seminar instructors that participated this season. Scott Oeffling, Dom Clements Clements, Jim Carson, Darren, Zach Nelson, Kris Moran, Ken Thielman, Ryan Szymanski, Steve Kirshbaum, Brandon Geyen, Jeff Carlen, Mac Habicht, Rick Nelson, Brian Thul

### **Level 1 Clinic**

The annual Level 1 Clinic will be held on November 22. Once again we will have two clinics that day. We start at STMA at 8:30 am and then go to Sartell at 1:30. All the new level 1 officials within the geographic boundaries of D5 will be invited. We are expecting close to 40 participants. We have invited the D10 Supervisor Of Officials to observe this clinic; he is interested in beginning something similar in D10.

### **Officials Of The Year**

We will be conducting the officials of the year program again this season. The NCHC Director of Officiating, Don Adam has embraced this program and has expanded it to almost every city in the NCHC. In Minnesota District 11 and 10 are now both participating with the NCHC and District 4 will be utilizing the Big 10 with the assistance of their Coordinator of Officials Steve Piotrowski. Brian Thul is has been and continues to be very instrumental in promoting this program.

### **Schedule**

The season schedule has been uploaded to the Arbiter and games are be assigned. We appreciate the hard work by all the Association Schedulers and Mike Graham. Thank you for all you do.

Due to a large number of last minute scrimmage cancelations we will institute a new policy of 48-hour minimum cancelation for scrimmages. Any scrimmage cancelled within 48 hours of the game time will be charged \$20.00 and the \$3.50 scheduling fee.

We have had some request for Squirt Scrimmages to extend over the one hour limit. It is the policy of D5 not to allow any Squirt Scrimmages to extend over the limit. In the past we have had Squirt teams attempt to circumvent the rules of limited number of games in a season by

scheduling games as much as 2 hours in length. The spirit of the rule is to limit the number of games and create more time for teaching young players the skills it takes to play our game.

No Game Reports!!!!

Respectfully Submitted

Michael Mooney

Supervisor Of Officials D5 MN Hockey

moondog@frontiernet.net

612-812-3268

**Tournament Coordinator** – Jeff Carlen -3 Associations have sent in their tournaments. No late fees if you put a tournament out there and then have to cancel it.

**Girls Coordinator** – Dena Walters – SCSU Womens hockey lets in all girls 18 or under into the games for free. Take your team just send the roster to denadaveusa15@gmail.com

**MN Hockey**- MN Hockey District Director, Steve Gapinski- see attached sheet

USA Hockey Girls Coordinator – Doug Foster

#### MN Hockey Updates

- Reminder 35 event day limit, for Squirts/U10's (district tournament counts as 1)
- Roster deadline Nov 7<sup>th</sup>. Many are coming in now, let me know if any issues.
- Coaches no excuses. Get current, 12/31 deadline. NO EXTENSIONS.
- THFF day this Saturday. 4 associations hosting events.

-League Policies. Read, review, understand.

-League Coordinator Bill Breeden contact info in hand book (page 9). Also sent to Presidents to distribute

\* Game sheet Policy enforcement begins Dec 1<sup>st</sup>.

\* Bill tracks, Steve and Tim fine and assess penalties, based on facts, with \$ going to pay for the position.

-Reminder penalty for game misconduct are served in D5 league games unless in a tournament.

- U15 A & B scheduling Monday Nov 9<sup>th</sup> Plymouth.
- Mite scheduling meeting Dec 5<sup>th</sup>. Triple R Kimball 9 am.
- Scorebooks & Game rescheduling policy and score sheet submittal info.
- Changes, be patient.
- MAML NHL Alumni game.

Q: River Lakes Squirt B divisions how did you determine to split these or why do you break them up?

A: 14 teams split but not tiered, need to worry about game days total and retention.

**USA Hockey Girls Coordinator-** Doug Foster present-----see attached growth sheets.

Pass the puck and 2 on 2 challenge going on.

Try hockey for free day Nov 7<sup>th</sup>.

### **Old Business-**

\*District 5 Playoffs

\*February 12,13,14

\*February 19,20

- February 21 Championship Sunday

- \*Squirt A/U10 2/26,27,28

- \*Squirt B and C 2/26,27,28 or 21,26,27,28

Mite scheduling is Dec 55<sup>th</sup> @ 9:00am in Kimball. If you want to schedule you will have that opportunity on this day. It is not mandatory. If you come and want to schedule, please bring your avail ice with you.

.

#### **New Business-**

#### **Open Floor-**

Q: River Lakes, what can associations do to make scheduling better.

A: schedule league games on the weekends, schedule some close games during the week if possible.

Be more open minded to scheduling meaning try and schedule more events in one day.

**Formal Adjournment:** ended at 7:56 pm upon motion by Hutchinson and Sartell. Motion carried.

Next meeting: Wednesday December 2, 2015 7:00pm @ @ RRR Bar and Grill, Kimball.



**Jeff Swenson – Treasurer**  
**14667 72<sup>nd</sup> ST NE**  
**Otsego, MN 55330**

*Buffalo ~ Hutchinson ~ Litchfield/Dassel/Cokato*  
*Monticello/Annandale/Maple Lake ~ River Lakes ~ Sartell ~ Sauk Rapids*  
*St. Cloud ~ St. Michael/Albertville ~ Willmar*

Treasurer's Report

Jeff Swenson

[D5treasurer@charter.net](mailto:D5treasurer@charter.net)

(763) 228-6445

November 4, 2015

Checking Account (Citizens Bank)	\$ 21,527.80
Catastrophic Failure Savings (Citizens Bank)	\$ 30,298.36

**Action Items:**

I still need to bill each Association for D5 league fees. The bills will go out by Friday, November 6. The D5 league fees are \$110 per traveling team.

The referee costs for all District league games will be sent to each Association by Friday, November 6 as well. Some levels are based on the number of home games where there are an equal amount of home games to away games. Otherwise it will be based off of away games.

The monthly ref bill for scrimmages & tournaments will be sent this week.

10:46 PM

11/02/15

Accrual Basis

# District 5 Hockey Transaction Detail by Account October 2015

Type	Date	Num	Name	Memo	Amount
<b>70000 - Operating Income</b>					
<b>70005 - Selects</b>					
Deposit	10/26/2015			Girls - Phase 2	4,025.00
Deposit	10/27/2015			Girls HP - Phase 3	1,350.00
Deposit	10/27/2015			Boys - Phase 3	1,435.00
Deposit	10/27/2015			Boys - Phase 2	5,570.00
Deposit	10/30/2015	39299	MN Hockey	HP Girls 14/15	2,025.00
Deposit	10/30/2015	39299	MN Hockey	HP Boys 14/15	3,975.00
Total 70005 - Selects					18,380.00
Total 70000 - Operating Income					
<b>80000 - Administrative Expenses</b>					
<b>80001 - Meetings</b>					
Check	10/31/2015	8908	Steve Gapinski	mileage to schedulers meeting	(83.00)
Check	10/31/2015	8908	Steve Gapinski	Domino's pizza for schedulers meeting	(86.88)
Check	10/31/2015	8908	Steve Gapinski	banquet room Holiday Inn for schedulers meeting	(378.57)
Total 80001 - Meetings					(548.45)
<b>80002 - Clinics</b>					
Bill	10/01/2015	20150275	City of Albertville	Level 1 & 2 referee clinic on Oct 3, 15	(300.00)
Check	10/12/2015	8899	Hutchinson Event	Level 3 referee clinic	(90.00)
Bill	10/14/2015	201510148754	Buffalo Civic Center	Referee power skating clinic	(193.00)
Bill	10/17/2015	92-1	Sports Arena East	Level 1 & 2 ref clinic on 10/4/15	(247.50)
Total 80002 - Clinics					(830.50)
<b>80005 - Selects</b>					
Check	10/31/2015	8901	Brian Johnson	Boys & Girls GM / Boys Head Coach	(3,900.00)
Check	10/31/2015	8902	Eric Altana	Boys Assistant Coach	(1,000.00)
Check	10/31/2015	8903	Terry Dvorak	Boys Goalle Coach	(1,200.00)
Check	10/31/2015	8904	Amanda Monkman	Girls Head Coach	(1,250.00)
Check	10/31/2015	8905	Ben Sullivan	Girls Assistand Coach	(1,200.00)
Check	10/31/2015	8906	Jenna Traut	Girls Goalle Coach	(1,000.00)
Check	10/31/2015	8907	Abby Kephart	Girls Tryout Coach	(100.00)
Total 80005 - Selects					(9,650.00)
Total 80000 - Administrative Expenses					
<b>TOTAL</b>					<b>7,351.05</b>

**District 5 Hockey**  
**Profit & Loss YTD Comparison**  
**October 2015**

	Oct 15	Jul - Oct 15
Ordinary Income/Expense		
Income		
70000 · Operating Income	18,380.00	18,380.00
70005 · Selects	18,380.00	18,380.00
<b>Total 70000 · Operating Income</b>	<b>18,380.00</b>	<b>18,380.00</b>
<b>Total Income</b>	<b>18,380.00</b>	<b>18,380.00</b>
Gross Profit	18,380.00	18,380.00
Expense		
80000 · Administrative Expenses		
80001 · Meetings	548.45	548.45
80002 · Clinics	830.50	1,530.50
80005 · Selects	9,650.00	12,422.00
80010 · Internet	0.00	20.00
80015 · Professional Fees	0.00	991.00
80022 · Administrative	0.00	675.00
<b>Total 80000 · Administrative Expenses</b>	<b>11,028.95</b>	<b>16,186.95</b>
80300 · Advertising	0.00	150.00
81100 · Referee in Chief Fees	0.00	1,250.00
<b>Total Expense</b>	<b>11,028.95</b>	<b>17,586.95</b>
Net Ordinary Income	7,351.05	793.05
Other Income/Expense		
Other Income		
72000 · Interest Income	0.00	7.63
<b>Total Other Income</b>	<b>0.00</b>	<b>7.63</b>
Net Other Income	0.00	7.63
Net Income	<b>7,351.05</b>	<b>800.68</b>

District 5 Hockey  
Balance Sheet  
As of October 31, 2015

	<u>Oct 31, 15</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · Citizens Bank Checking	21,527.80
10100 · Citizens Bank Savings	30,298.36
Total Checking/Savings	<u>51,826.16</u>
Total Current Assets	51,826.16
Fixed Assets	
15100 · Computer & Computer Equipment	697.93
Total Fixed Assets	<u>697.93</u>
Other Assets	
16000 · Accumulated Depreciation	-577.00
Total Other Assets	<u>-577.00</u>
<b>TOTAL ASSETS</b>	<b><u>51,947.09</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	38,070.98
32000 · Unrestricted Net Assets	13,075.43
Net Income	800.68
Total Equity	<u>51,947.09</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>51,947.09</u></b>

**District 5 Hockey  
Reconciliation Detail  
10000 - Citizens Bank Checking, Period Ending 10/31/2015**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						17,648.75
<b>Cleared Transactions</b>						
<b>Checks and Payments - 7 items</b>						
Check	08/30/2015	8890	MN Hockey	X	-720.00	-720.00
Check	09/29/2015	8898	Dave's Sport Shop	X	-1,332.00	-2,052.00
Check	09/29/2015	8895	MN Hockey	X	-720.00	-2,772.00
Check	09/29/2015	8897	Mitch Baker	X	-350.00	-3,122.00
Check	09/29/2015	8896	Steve Carroll	X	-350.00	-3,472.00
Bill Pmt -Check	10/12/2015	8900	City of Albertville	X	-300.00	-3,772.00
Check	10/12/2015	8899	Hutchinson Event	X	-90.00	-3,862.00
<b>Total Checks and Payments</b>						
					-3,862.00	-3,862.00
<b>Deposits and Credits - 3 items</b>						
Deposit	10/26/2015			X	4,025.00	4,025.00
Deposit	10/27/2015			X	1,350.00	5,375.00
Deposit	10/27/2015			X	1,435.00	6,810.00
<b>Total Deposits and Credits</b>						
					6,810.00	6,810.00
<b>Total Cleared Transactions</b>						
					2,948.00	2,948.00
Cleared Balance					2,948.00	20,596.75
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 10 items</b>						
Check	10/31/2015	8901	Brian Johnson		-3,900.00	-3,900.00
Check	10/31/2015	8904	Amanda Monkman		-1,250.00	-5,150.00
Check	10/31/2015	8903	Terry Dvorak		-1,200.00	-6,350.00
Check	10/31/2015	8905	Ben Sullivan		-1,200.00	-7,550.00
Check	10/31/2015	8906	Jenna Traut		-1,000.00	-8,550.00
Check	10/31/2015	8902	Eric Altana		-1,000.00	-9,550.00
Check	10/31/2015	8908	Steve Gapinski		-548.45	-10,098.45
Bill Pmt -Check	10/31/2015	8910	Sports Arena East		-247.50	-10,345.95
Bill Pmt -Check	10/31/2015	8909	Buffalo Civic Center		-193.00	-10,538.95
Check	10/31/2015	8907	Abby Kephart		-100.00	-10,638.95
<b>Total Checks and Payments</b>						
					-10,638.95	-10,638.95
<b>Deposits and Credits - 2 items</b>						
Deposit	10/27/2015				5,570.00	5,570.00
Deposit	10/30/2015				6,000.00	11,570.00
<b>Total Deposits and Credits</b>						
					11,570.00	11,570.00
<b>Total Uncleared Transactions</b>						
					931.05	931.05
<b>Register Balance as of 10/31/2015</b>						
					3,879.05	21,527.80
<b>Ending Balance</b>						
					<b>3,879.05</b>	<b>21,527.80</b>

**District 5 Hockey**  
**Reconciliation Detail**  
**10100 - Citizens Bank Savings, Period Ending 10/31/2015**

Type	Date	Nurm	Name	Cir	Amount	Balance
Beginning Balance						30,298.36
Cleared Balance						30,298.36
Register Balance as of 10/31/2015						30,298.36
Ending Balance						<b>30,298.36</b>

**Steven Gapinski**

Director, District 5  
425 Ash Ave NW  
St. Michael, MN 55376  
Phone: 612-386-9337  
E-mail: [stevengapinski@gmail.com](mailto:stevengapinski@gmail.com)



[www.minnesotahockey.org](http://www.minnesotahockey.org)

District 5 Monthly Board Meeting Agenda  
Wednesday November 4, 2015

USA Hockey Girls Coordinator – Doug Foster

MN Hockey Updates

- Reminder 35 event day limit, for Squirrels/U10's (district tournament counts as 1)
- Roster deadline Nov 7<sup>th</sup>. Many are coming in now, let me know if any issues.
- Coaches no excuses. Get current, 12/31 deadline. NO EXTENSIONS.
- THFF day this Saturday. 4 associations hosting events.
- League Policies. Read, review, understand.
- League Coordinator Bill Breeden contact info in hand book (page 9). Also sent to Presidents to distribute
  - \* Game sheet Policy enforcement begins Dec 1<sup>st</sup>.
  - \* Bill tracks, Steve and Tim fine and assess penalties, based on facts, with \$ going to pay for the position.
- Reminder penalty for game misconduct are served in D5 league games unless in a tournament.
- U15 A & B scheduling Monday Nov 9<sup>th</sup> Plymouth.
- Mite scheduling meeting Dec 5<sup>th</sup>. Triple R Kimball 9 am.
- Scorebooks & Game rescheduling policy and score sheet submittal info.
- Changes, be patient.
- MAML NHL Alumni game.



***Minnesota Hockey District 5  
Board Meeting Agenda  
November 4, 2015  
RRR Bar & Grill, Kimball, MN***

- I. Call to Order/Roll Call/Attendance-Tim Reuter**
- II. Secretary's Report-Dena Walters**
- III. Treasurer's Report-Jeff Swenson**
- IV. Coach-in-Chief Report-Brian Johnson**
- V. Official's Report-Mike Mooney**
- VI. Tournament Coordinator-Jeff Carlen**
- VII. Girls Coordinator-Dena Walters**
- VIII. MN Hockey District Director-Steve Gapinski**
- IX. Old Business-**
  - 1. District 5 Playoffs**
    - \* February 12, 13, 14**
    - \* February 19, 20**
    - \* February 21 Champion Sunday**
    - \* Squirt A / 10U February 26, 27, 28**
    - \* Squirt B and C February 26, 27, 28 or 21, 26, 27, 28**
  - 2. Mite Scheduling**
- X. New Business-**
  - 1. Open Floor**

**Next meeting: Wednesday, December 2, 2015 @ RRR Bar & Grill, Kimball**



Doug Foster-R & R Coordinator  
612 3<sup>rd</sup> St. SW  
St. Michael, MN. 55376  
(763) 497-8071  
dougfooster@mwpsales.com

Buffalo~St. Cloud~Hutchinson~L-D-C~MAML~Sauk Rapids~River Lakes~Sartell~STMA~Willmar

## **Membership Growth Notes November 4, 2015**

**MINNESOTA HOCKEY GRANTS:** Just one grant now "Pass The Puck". Up to \$2,500. Online application.

### **IMPORTANT DATES:**

**Try Hockey For Free-Subsidized by the NHL-November 7<sup>th</sup>**

**2 and 2 Challenge:** This program aims at calling players who haven't signed up-Keep two add two new players.

### **District 5 Events:**

**THFF-River Lakes(2), Sartell , Willmar and STMA**

**2 and 2 Challenge-Litchfield, River Lakes, Sartell, St. Michael, St. Cloud**

**What are the other Associations doing for recruiting? Buffalo, Hutchinson, Monticello and Sauk Rapids.**

## APPENDIX I

### Game Rescheduling Policy and Procedure

Official game schedule is maintained on the District 5 website ([www.dist5hockey.org](http://www.dist5hockey.org)). Teams are required to play games as defined by the official district game schedule. It is expected that Association schedulers have taken into account conflicting events which prevent teams from playing scheduled games. Events that are easily anticipated include tournament participation, scrimmages, holidays, and school activities.

However, it is acknowledged that occasions arise where a game requires rescheduling. To reschedule a game the following procedure **MUST** be followed:

1. Initiating team is to contact their Association's scheduler who will then contact the scheduler representing the opposing team to identify an agreeable date/time for rescheduling. **ALL RESCHEDULING MUST BE COORDINATED THROUGH THE ASSOCIATION ICE SCHEDULER!** Scheduler contact information for all D-5 Associations is located on the D-5 website.
2. An e-mail from the initiating association stating the game number, original date, time and location of the game, along with the agreed upon new date, time, and location, as well as a reason for the request, must be sent to the opposing team contact, both sets of ice schedulers, and to [d5leaguecoordinator@gmail.com](mailto:d5leaguecoordinator@gmail.com)
3. The opposing team will send a confirmation e-mail of the agreed upon change to [d5leaguecoordinator@gmail.com](mailto:d5leaguecoordinator@gmail.com) the official district schedule and referee schedule will then be updated. The change is not official until it is posted on the website.
4. A rescheduling fee that follows D-5 policy will be billed to the initiating Association. Exceptions for this fee include games rescheduled due to weather, loss of ice to HS games, school activities, changes in game time BUT not date, or game rescheduling completed earlier than 1 week prior to D-5 roster signing day.

The following policy applies to rescheduling District 5 league games:

1. Each team is allowed to initiate rescheduling of 1 game during the season.
2. The game rescheduling procedure **MUST** be completed at least 7 days prior to the original scheduled game date. If the procedure has not be completed in this time frame, the official district schedule will not be updated, and the game is to be played as originally scheduled.
3. The following exceptions negate the 7 day requirement and will not count as an initiated rescheduling: weather cancellations, loss of ice due to HS games or other arena events, and school activities.
4. Teams not participating in an official district schedule will automatically forfeit that game. Forfeiture of a game will result in the team being declared ineligible for participation in any District, Regional, and State playoff games. Additionally, a fine of \$300 will be assessed to the offending Association.
5. Failure to follow the District's Rescheduling policy will result in a \$300 fine.

## 8.0 District 5 League Rules

*Youth and Girls teams playing at the same competitive level (A, B, C, House) are considered to be equal competitive levels and these like competitive levels shall receive equal treatment.*

### 8.1 Game Administration

#### *Filling out the Score Sheet*

Score books will be provided to each team at the time of roster signing. The home team is responsible for properly filling out the score sheets before and after the game. Game Numbers and Association Names (ie: Hutchinson, MAML, River Lakes, etc.) MUST be on the score sheet. (Do not count on the association name to be printed on the team roster sticker) In addition, the Final Score section of the score sheet must be completed correctly. If any of these 3 items are missing or incorrect, the home Association will be charged \$10 for each missing/incorrect item.

#### *Submitting the Score Sheet*

The **Home Team** must submit the **original** (white) score sheet via US Mail or a legible copy electronically to the address listed below within 5 days of the date of the game. If the score sheet is postmarked later than 5 days, the Association will be assessed a \$75 penalty for each occurrence. Note: Electronically submitted score sheets must have the game number listed in the subject line. The Association of the home team will be assessed a \$10 penalty if the game number is missing from the subject line.

*White Copy Exception:* If the on-ice officials request the white copy of the score sheet to complete reports for penalties, the home association shall submit the **pink** copy of the score sheet with all required information legible on the copy.

**IMPORTANT NOTE:** During the last week of the season it is imperative that scores get reported as soon as possible. Therefore, any game played during the last week of the season must be submitted **electronically** within 5 days or by 10:00 pm, Sunday, February 7<sup>th</sup> 2016, whichever is soonest. For each late score sheet, the Association will be assessed a \$75 penalty.

Bill Breeden

District 5 League Coordinator

15015 70th Street

Mayer, MN 55360

[d5leaguecoordinator@gmail.com](mailto:d5leaguecoordinator@gmail.com)

[952.715.9605](tel:952.715.9605)

DISTRICT 5 TEAMS

Association	Representative Name (please print)	Representative Email (please print)
Buffalo	DAN NUNN	DAN.NUNN@ COMCAST.NET
Hutchinson	Pete Lackwis	pete.lackwis@ gmail.com
Litchfield/Dassel/Cokato	Troy Zwilling	t1zwilling@yahoo.com
Monticello/Annandale/ Maple Lake	Matt Bergstrom	mbergstrom@ sawwater.com
River Lakes	Judd Dumirek	judd@dumirek.com
Sartell	Dena Walters	
Sauk Rapids	Lance Kayser	Kayser.l@live.com
St. Cloud	Ira Hopper	
St. Michael/Albertville	Karl Anderson	andersak23@yahoo.com
Willmar	Eric Loo	ericloo77@gmail.com