Park Rapids Amateur Hockey Association

Board Meeting Minutes

Date: 1/9/17

1. Call to Order: By: Brent S. Time: 6:03 p.m.
2. Agenda Approval: Norita
3. Minutes Approval: Brent H/Nancy/Passed
4. Director’s Reports
	1. Executive
	2. Treasurer
		1. Motion to approve: Norita/Brent H/Passed
	3. Facilities Management
		1. Carpet is coming Thursday morning.
		2. New popcorn popper was purchased. The old one was left on, the building was filled with smoke. Price of popcorn was increased to $2/bag.
		3. Heater is fixed.
		4. Rink rats need help with equipment. Brent H. will contact Clayton regarding this issue.
	4. Staffing
		1. EMTs – there was a meeting tonight and Jeromy has asked if there is any way we can get coverage for the varsity games this weekend. If they cannot cover, Jeromy will contact Dr. Brattlof to see if he would be willing to cover the games this weekend.
	5. Administrative
		1. Shaun will inform all managers that any parents that do not turn in their sold/unsold raffle tickets will be invoiced.
	6. Capital
		1. February 20 is the deadline to have tickets turned in.
	7. Hockey Development
		1. All coaches are certified.
		2. Thank You Event info will be sent out soon.
			1. Varsity players will be handwriting the invitations for this event.
	8. Gaming
		1. There was a meeting last week. Dez is now officially the manager as of January 1, 2017. Status of thefts – Bogey’s theft going through court and we will be getting those monies returned. Theft from the home – it does not look like there will be any recovery of funds from that theft.
		2. 2 safes – Brent H. will check with Clayton to see if there are keys to the safe that is at the rink. Two safes will be purchased by gaming to be placed in the cabinets at the sites (Royal and Bogey’s).
		3. Check signers – Dez May will need to be added as a check signer.
			1. Motion to approve: Blake/Norita/Passed
		4. Raffle job duties – There is a lot of steps that need to be followed during raffles. There was found to be data missing from last year’s raffle during this year’s audit. We need to try to generate this information by February. Moving forward there will be a raffle checklist to avoid this issue in the future.
		5. Pull tabs will be pulled from Blueberry Pines. We are getting no revenue from that site.
		6. Approval of gaming report: Brent H/Norita/Passed
5. Old Business
	1. Volunteer hours check
		1. Nancy received the check last week.
		2. Pete addressed this issue further. He does not want players being pulled off the ice. He feels like the family should receive a notice that if they have not paid by a certain date the player will be pulled off the ice. The board will consider different ways to address this so that rather than punishing the players for this, the parents are held accountable.
	2. Spaghetti dinner and silent auction
		1. Shaun will send an email to all managers to get one parent from each team to form a committee to organize the spaghetti dinner and silent auction, getting donations of food, getting tickets printed, getting desserts made.
6. New Business
	1. Policy Book
		1. Norita and Pete would like to make some changes/additions to the policy book. Every board member will read the policy book make notes and bring to the next meeting.
	2. Member Communication
		1. Norita wanted to stress the importance of communicating and responding to communication to keep things moving forward.
	3. Kathy Melvin – registration
		1. Working on mite/mini mites rosters for jamborees. Jamborees are not district sanctioned. This will not be an issue in these jamborees.
		2. Kathy has made a list of things that will make registration easier for next year.
		3. Suggestion was made that we set the system up so when the birth date is entered the only team that pops up for registration is the one in which that birth date would fall.
		4. Kathy suggested having the spaghetti dinner ticket prices be added to registration so it gets paid up front.
	4. Bryan Hanson and Eric Ravnaas – tournament information
		1. Trophies are done. The trophies came in at $289.91 for all three tournaments.
		2. Bryan and Eric have requested that there is free admission for out of town parents/players. Free admission vouchers will be added to the goodie bags.
			1. Motion to approve: Norita/Matt/Passed
		3. Scheduling has been difficult. They need to remedy the situation with the high school for next year. Ed does have a tentative schedule for high school next year, which is 80% complete, so this will help.
		4. PRAHA will host 12U districts this year on February 17, 18 and 19. A rep from the board must attend the February district meeting to get information that is required for the district tournament.
	5. Safe Sport/USA Hockey liability
		1. Norita wanted to stress the importance of following safe sport regulations.
		2. No phone use signs are here. Ed will hang them on the main locker room door, the girl’s locker room door, and the boy’s locker room door.
	6. Concessions/apparel
		1. Laura Hillukka will not be our concession manager next year. We will need to find a new concession manager.
		2. Apparel may be added to the duties of the concession manager.
7. Next meeting date is: 1/23/2017
8. Adjournment: By: Pete Time: 8:27 p.m.