

New Prague Hockey Association
Regular Meeting of the Board of Directors
Dual Meeting Location: HillSpring Church and Google Meets
Wednesday, May 12th, 2021 7:00 P.M.

Meeting called to order at 7:00 p.m.

ATTENDANCE:

NPHA Board

President	Sam Blank	present
Vice President	Rick Carey	present
Secretary/Registrar	Miranda Vertnik	present
Treasurer	VACANT	
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Board Member at Large	Aaron Neumann	present
Past Board Member	Jason Ashley	present via Google Meets

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	absent
Ice Time Coordinator	VACANT	
HDC Coordinator	Tim Applen	present via Google Meets
Volunteer Coordinator	Jen Mushitz	absent
Concessions Coordinator	VACANT	
Mite Coordinator	Anthony Anderson	absent
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	VACANT	
Sponsor Coordinator	VACANT	
SafeSport Coordinator	Mike Franklin	absent
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	VACANT	
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Sarah Donovan	absent

Others present: Mike Nazzal (Parent & Ice Time Coordinator applicant)

I. REPORTS

- 1. Secretary's Report (Miranda Vertnik):** The Meeting Minutes for April 2021 were shared with the Board on April 20th. A motion was made by Jess to approve the April 2021 Meeting Minutes, which was seconded by Rick. Motion carried 6-0 (two Board members absent – running late, one position vacant). Miranda will post the April 2021 Meeting Minutes to the NPHA website.
- 2. Treasurer's Report (Krystal Beedle):** The April 2021 Treasurer's Report was shared with the Board on May 11th. As Krystal was not in attendance at the meeting, Sam

provided a brief summary of the report that was submitted to the Board. Of note, all 2020-21 refunds were calculated and distributed since the last meeting. After all expenses have been paid for the season, we are left with a profit of approximately \$17k in the account. Sam noted that we would like to get this amount closer to zero at the end of the next season. Rick had a question about one of the line-item expenses listed, specifically what the \$6,436 “misc.” item was that was listed under equipment expenses. Jess reached out to Krystal via text during the meeting and she reported back that this expense was for the iPads that were purchased for the association to use for the electronic scoresheet program that was piloted by D6 this year. In Krystal’s report it was noted that expenses since the last Board meeting included: a little over \$26k for March ice – she noted that the Gambling account was unable to pay a portion of this bill as discussed last month; refund checks (a total of 193 checks were issued for a total amount of \$41,609.50) that included fundraising incentives, tournament refunds, and the Covid refund; and payment to non-parent coaches. Deposits since the last Board meeting included profits from the Beer Bash annual hockey fundraiser (\$4,044) and payments for unfulfilled volunteer hours (\$4,394). We still have 16 families who owe the association for their unfulfilled volunteer hours (minus the refund they would have received) in a total amount of \$2,874.00. These families will be unable to register for the 2021-22 season until payment has been received. Krystal is working to prepare the 2021-22 Budget File and will share it with the Board prior to our upcoming Budget Planning Meetings, she is also working to resolve an outstanding issue regarding gambling payroll, and is compiling info for our 2020 tax return to be sent to our tax preparer. Jason made a motion to approve the April 2021 Treasurer’s Report, which was seconded by Brian. Motion carried 7-0 (one Board member absent – running late, one position vacant).

3. Gambling Report (Nate Borwege):

Nate was not in attendance at the meeting, nor did he share the Gambling Report for March 2021 prior to the meeting.

II. OLD BUSINESS

1. Open Treasurer Position: Krystal’s term as Treasurer is complete. We are still looking for a volunteer to serve as Interim Treasurer as a voting member of the Board. This individual ideally would have an accounting background. While, at this time, Krystal will continue to manage the overall bookkeeping for NPHA, the Board is also considering the possibility of hiring out the bookkeeping duties to an outside (preferably local) accounting firm as many other hockey associations have done this. We will plan to discuss and vote on this at our next meeting. Jess and Krystal have discussed what duties an Interim Treasurer would attend to and Jess will share a position listing with the association in the near future so we can hopefully fill this position. The Interim Treasurer will serve in this role until the next Board election.

2. Open Coordinator Positions:

i. Ice Time Coordinator: We have one interested candidate for this position: Mike Nazzal. Mike shared why he feels he is a good fit for this position, including his background with computers, attention to detail, and communication skills. Jess made a motion to approve Mike Nazzal’s appointment as Ice Time Coordinator, which was seconded by Rick. Motion carried 7-0 (one Board member absent –

running late, one position vacant). Tyler will work with Mike ASAP to begin the training process.

- ii. **Concession Stand Coordinator:** This position remains open. Brea has indicated that she will assist with training in a new person.
 - iii. **Tournament Coordinator:** This position remains open.
 - iv. **Sponsorship Coordinator:** This position remains open, Sam will continue to serve in this role as needed, but would like to see someone else take the position.
 - v. **Recruitment & Retention:** This position remains open.
3. **End of Year Survey Results:** Jess compiled the data from this survey and shared it with the Board and HDC Coordinator prior to the meeting. To allow for more time to review this data, we will plan to discuss it at the beginning of our upcoming Budget Meeting. Jess indicated that the data was grouped by level of play, but that she can separate it out by team if needed.
4. **Condition of outdoor rink:** Sam will provide an update to this issue during the NPACC Manager section of the Coordinator Updates.
5. **Upper-level Jerseys:** In February, our Equipment Coordinator asked us to let him know by June or July if we intend to make any changes to our jerseys (colors, logo, vendor, etc.). Last month it was asked if we were interested in making any changes to our upper-level jerseys or wanted to pursue other vendors. Rick discussed this topic with our Equipment Coordinator, Troy. Rick noted that Troy shared that our relationship with Westwood (our current jersey vendor) has been good as he feels they have treated us fairly and provided us with good service. If we were to wish to change the design of our jerseys, he would really need greater lead time in order to make those changes. We determined that for this upcoming season, we will not be making any changes to our upper-level jerseys. We will plan to discuss this further though with our HS Boys and Girls hockey head coaches as we would like to keep our jerseys consistent with the HS jerseys and we may send out a parent survey to see if families are interested in any changes to our jerseys.
6. **Annual Hockey Fundraiser:** This Beer Bash event was held on April 30th at the Park Ballroom in NP. The NPHA would like to thank Kelly Weber and her team who organized this event for all of their hard work and efforts to hold a successful fundraising event.
 - i. **Team basket that went missing:** It was reported to the Board that the team basket for the Intermediate Mite Grey team (which contained \$300 worth of local gift cards) was left in the pro shop at the arena for the event coordinators to pick up. However, when the event coordinator had gone to pick up the basket, it was missing. When the event coordinator asked Kevin at the arena if he knew where the basket was, Kevin reportedly said that it was no longer in the office and that he did not know where the basket was. The event coordinator then notified Jess of the missing basket. Jess informed Sam, who contacted Kevin, who then reported to Sam that he had distributed the gift cards to his employees. Kevin indicated that he would refund the association for the gift cards that had been gifted to his employees. The Board discussed their concerns with these events, notably that Kevin had not been forthcoming with the truth at the beginning when the missing basket was brought to his attention and that he chose to distribute the gift cards without first sending a quick email to the programs that use the facility to determine to whom the basket may belong. It was agreed amongst the Board that

this issue should be shared with the full NPACC Board in writing. Sam and Jess will work together to draft an email about this incident.

- ii. **Results of the fundraiser:** It was noted that we made a little over \$4k at this event, but we do not yet have any details regarding how many people attended and how many people participated online. It was noted that the Park Ballroom was a great venue as it offered more space than venues used in the past. It was also agreed that the end of the season was a nice time to hold this event.
- 7. Off-Season Planning:**
- i. **Budget Meetings:** We have two meetings scheduled this month to begin our 2021-22 Budget planning.
 - ii. **Handbook Review:** We will need to schedule some special sessions for June to work on this, Miranda will send out a communication to the Board to get these sessions scheduled.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** Sam shared that ice rates at the NPACC will be increasing this coming season by \$5 or \$10. He noted that the Board will need to consider raising skater fees this season in light of this change. Miranda will look into the history of skater fee increases across previous registrations. Sam reported that there are some improvements to the facility coming including a parking lot facelift, new lights within the facility, and a new cooling system. He also shared that there are plans for building out a new press box. He asked if we might consider having some volunteers with construction experience complete the labor for this project in exchange for their required volunteer hours, however, the Board was in general agreement that the NPACC should be paying for this upgrade to the facility instead of NPHA paying for it through our DIBS hours. Sam also reported that the NPACC is continuing in their discussions with us regarding their interest in taking over the outdoor rink, but with our help. The Board agreed that we need to discuss this further and gather more information before turning over ownership of the outdoor rink. Of note, it was agreed that very clear rules would need to be set about use of the outdoor rink to ensure that it is monitored and only used when the conditions are right. Sam also reported that NPACC Board member, Chris Morris, has resigned and will be moving out of state.
- ii. **Gambling Coordinator (Nate Borwege):** Sam reported that Nate had indicated that Carbone's will be resuming their pull tab program in June and that he and Nate hope to work with the brewery in town very soon to implement a pull tab program there as well. Sara suggested that if we decide to resume our Bingo nights, the brewery would be a great location.
- iii. **SafeSport Coordinator (Mike Franklin):** No updates at this time.

2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim reported that there was an HDC meeting last week on the 5th. He noted that he had received a resignation letter from Tom Huber from the HDC. Tim also reported that Dan Witty may be taking some time off from his involvement with the HDC as Dan's wife was recently diagnosed with

cancer and will be starting an aggressive treatment plan this week. Tim shared that he had told Dan that he can take whatever time he needs and that his HDC position will be held for him. As discussed in previous meetings, we will be signing a contract with Butch K for every Monday evening and we will rotate teams through practices with him. MEGA Goaltending will be moved to Wednesday evenings. We will also be signing a two-year contract with xHockey and will plan to continue only having one team on ice with them at a time. The HDC will begin booking tournaments for the 2021-22 season soon. Discussion at the recent HDC meeting was given to the projections for the number of returning players we may have for the upcoming season and it is anticipated that we will likely have one 12U team, one 10U team, three Bantam teams, four PeeWee teams, and four Squirt teams. These team counts could change should there be a significant player increase/decrease at registration time. HDC discussions continue to happen around booking off-site ice and identifying a second home ice facility in the event one is needed as a backup in an emergency. HDC discussions continue regarding the usage of Team Genius for the upcoming season. The software will definitely be used during tryouts and for ongoing player evaluations as well as for dryland workouts.

- ii. **Mite Coordinator (Anthony Anderson):** Rick reported that Anthony and Brad are working together on the Gear Up MN program/grant and that they have been discussing the projected number of Mite players for the upcoming season. Discussion was given to the prospect of having our Mite 2 players participate in some xHockey programming once a month. It was noted that learning to shoot on the ice is difficult and the players could benefit from their dryland programming. The Board generally agreed that we would prefer to have our Mite 2 players practicing at the NPACC as many of the Mite 2 families are brand new to hockey and it may be too soon at that level to ask families to drive to Lakeville for practice. While our dryland room was not able to be used this past season due to COVID-19 regulations, we hope to use the room this coming season. Maybe we could work out a partnership with xHockey for them to send a staff member to NPACC to provide some training to our coaching staff on effective use of a dryland program and/or have an xHockey team member run some dryland practices with our teams.
- iii. **Ice Time Coordinator (Mike Nazzal):** As noted earlier, Mike Nazzal was appointed the new Ice Time Coordinator earlier in this meeting. No further updates.
- iv. **Equipment Coordinator (Troy Gilbertson):** Rick reported that Troy was requesting permission to change the access code to the equipment room at the NPACC. The Board was in agreement that he can/should change the code each year and only give the code to the HDC Coordinator and the Mite Coordinator. It was also noted that Troy has said that it has been next to impossible to get the coaches to return their puck bags at the end of the season. We may need to implement a deposit program to solve this problem or come up with another incentive for coaches to return these bags at the end of the season. Troy has indicated to Rick that he would like to get into the equipment room during this off season to take inventory of what is in there and may be implementing a sign-out system for the

equipment. He may also be updating the organization of the equipment with bins and shelving, etc.

3. Treasurer

- i. Concession Stand Coordinator (Vacant):** We are still seeking an interested person to fill the role and Brea has indicated that she will train in the new coordinator.
- ii. Volunteer Coordinator (Jen Mushitz):** As noted earlier in the Treasurer's Report, we have 16 families who did not complete their required 22 DIBS hours. They have been invoiced for their outstanding balances. Many of these families were brand new to the association this season. It was explained at registration and at multiple times throughout the season that all families (including new families) are required to complete their 22 hours.
- iii. Concession Stand POS Specialist (Erick Christianson):** No updates at this time.

4. Secretary/Registrar: N/A

5. Fundraising Director

- i. Tournament Coordinator (Vacant):** Sam reported that he may know of an individual who might be interested in this position – they had assisted with the tournament this past season. He will follow up with this individual.

6. Communications Director

- i. Sponsorship Coordinator (Vacant):** We are still seeking an interested person to fill this role next season.

7. Board Member at Large

- i. Recruitment & Retention Coordinator (Vacant):** We are still seeking an interested person to fill this role next season.

8. Past Board Member:

- i. Clothing & Apparel Coordinator (Sarah Hartman):** Rick asked if it might be possible to have the Coach's last names added to their NP coach jacket. The Board agreed that this would be okay to do, that the added expense would be minimal and that it would be helpful to have last names added to the jackets to help our members identify the coaches. Rick will follow up with Sarah about making this arrangement.

9. Manager Director

- i. Outdoor Ice Coordinator (Jeremy Denzer):** No updates at this time.
- ii. COVID-19 Point Person (Sarah Donovan):** No updates at this time.

IV. NEW BUSINESS

- 1. Association Wide Equipment Sale:** Sara was approached by an association member who suggested that we hold a large used equipment sale that association members can buy/sell used hockey equipment. The Board was in agreement that such an event may be useful for the association. Sara will connect with this parent to let them know they are welcome to begin organizing an equipment sale. Waiver of volunteer hours will be determined at a later date when we know more about the event and the time it will take to organize and hold this sale.

V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Brian Vosejпка):** Brian indicated that he will be reaching out to our fundraising vendors in the near future to start planning for the next season.

2. **Communications Director (Jess Snyder):** No updates at this time.
3. **Manager Director (Sara Westing):** No updates at this time.
4. **Past Board Member (Jason Ashley):** No updates at this time.
5. **Board Member at Large (Aaron Neumann):** No updates at this time.
6. **Treasurer (Vacant):** N/A
7. **Secretary/Registrar (Miranda Vertnik):** Miranda reported that she gave last year's coaching application questions and NPHA Coaching Agreement to both Rick and Tim to review for any necessary changes as we will need to have our 2021-22 coaching application ready to go in August. Miranda also asked the Board to consider any registration data that might be useful to gather as she will be working to set up the new registration link, which will be shared with the association likely in mid-August. Miranda noted that she had been looking through the NPHA website and noticed that there are some sections that need to be updated and asked the group if they would like to have any input on which action photos we use on the website – the Board gave the go ahead to Miranda and Jess to include photos as they see fit. Miranda also notified the group that she will need to create a Flex Roster on the USA Hockey registration again and will be sending out an email to Board members and Coordinators with instructions on how to complete their USA Hockey registration, background screening, and SafeSport training.
8. **Vice President (Rick Carey):** Rick shared that he has reached out to each of the Coordinators that he oversees and that he is working with them.
9. **President (Sam Blank):** Sam shared information that came out from MN Hockey in which they have stated that they will be retiring the COVID-19 rules on 5/28, apart from any Governor mandated regulations. Sam also reported that Brad Drazan had reached out and indicated that the HDC will be looking hard at offering a Junior Gold team this coming season as we will likely have the numbers to support it. Brad also plans to hold a "NP Hockey Day" at the NPACC this winter to celebrate the arena's 25th anniversary. There will be a HS game home game against Faribault that day and that he hopes that we can pack the rink. He would also like to work out an all-day event with our youth hockey program at the arena that day as well. Sam reported that the Kennedy/Richfield hockey association dissolved today and that their players will be playing for Jefferson or other programs. Sam reported that an association member had indicated to him that they did not receive an email with a link to tonight's meeting. Miranda shared that it has not been our practice to send out an email to the entire association about the Board meetings, those emails are sent to Board members and Coordinators, but that all upcoming meeting dates are listed on the website and that she lists an updated meeting near the 1st of each month on the website as well. There are instructions for association members to request the meeting link from Miranda should anyone wish to attend virtually. Miranda offered to send out an email to the entire association, however, the Board was in agreement that this is not necessary as the information is listed on the website for all to see. Sara suggested that we may want to move the Board meeting dates/agenda to the Home page of the website for quicker/easier access. Miranda will look into making this change.

Motion was made by Brian to adjourn the meeting and seconded by Jess. Motion carried 8-0 (one Board position vacant). Meeting adjourned at 9:24 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar