

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Raven Stream Elementary
Wednesday, May 10th, 2023, 7:00 P.M.

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

ATTENDANCE:

NPHA Board

Interim President	Aaron Lindholm	absent
Vice President	Jason Olson	present
Secretary	Miranda Vertnik	present
Treasurer	Ben Jones	present
Interim Director of Operations	Mike Westing	present
Communication Director	Jess Snyder	present
Board Member at Large	Kirk Crabb	absent
Interim Board Member at Large	Tony Robles	present
Interim Manager Director	VACANT	

Aaron informed the Board on Monday that he would be unable to attend the meeting due to being out of town. Miranda made a motion to excuse his absence, which was seconded by Ben. Motion carried 6-0 (with two Board members absent). Jason will lead the meeting.

Kirk informed the Board today that he would be unable to attend the meeting due to work commitments out of state. Jess made a motion to excuse his absence, which was seconded by Ben. Motion carried 6-0 (with two Board members absent).

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Manager	Nate Borwege	present
Ice Time Coordinator	Tyler Kienow	absent
HDC Coordinator	Tim Applen	present
Volunteer Coordinator	Aimee Bombardo	absent
Concession Stand Coordinator	Ashley Lindholm	absent
Mite/8U Coordinator	VACANT	
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	VACANT	
Sponsorship Coordinator	Hollie Weckman	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	absent
Recruitment & Retention Coord	Brandy Rife	absent

Others present: Amy Danielson (parent & coach)

I. REPORTS

1. **Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for April 2023 with the Board on May 3rd. There were no revisions suggested by any Board members. A motion was made by Jess to approve the April 2023 Meeting Minutes, which was seconded by Mike. Motion carried 6-0 (with two Board members absent). Miranda will post the April 2023 Meeting Minutes to the NPHA website.
2. **Treasurer's Report (Ben Jones):** The Board reviewed the February and March financials prior to the meeting. Miranda made a motion to approve the February and March Treasurer's Reports, which was seconded by Jess. Motion carried 6-0 (with two Board members absent). Ben sent out the April 2023 Treasurer's Report (minus the bank reconciliation) to the Board prior to the meeting – the bank reconciliation still needs some updating for the refund checks that were issued. Ben will send that out at a later date and the Board will then approve the April Treasurer's Report. Ben noted that March had \$37,204 in expenses, with no income, and that April had \$60,695.49 in expenses, with \$6,103.56 in income. There is just shy of \$9k owed to the association by families with outstanding balances (mostly due to incomplete DIBS hours). Miranda will be resending this info to Ben along with the info recently obtained from the Raffle Calendar Coordinator regarding the families who sold extra calendars. Ben noted that \$11,328.84 had been distributed to various tournaments for the upcoming season as some tournament registrations had already opened. However, there will be more payments made in the coming weeks as other tournaments will open on June 1st. Our budget will soon be approaching the negative with these payments (Ben estimates that amount to be around \$20k), we discussed how this was expected last year when we approved the budget. Even with the skater fee increases that we implemented this past season, we were anticipating an approximately \$45K deficit. We discussed the need to withdraw the funds from the CD account (approximately \$30k) so that we can continue to make tournament payments and other off-season expenses. Jess made a motion to approve the withdrawal of the funds in the CD account, which was seconded by Tony. Motion carried 6-0 (with two Board members absent). Ben shared information on bonds versus insurance, noting that bonds have to be paid back, but insurance does not. He would like the Board to consider getting Directors and Officers insurance for the Board to help protect the association. Nate is working with Aaron regarding the dishonesty bond that is required for the gambling manager as this is required by state statute.
3. **Gambling Report (Nate Borwege):** Nate reported that the April 2023 Gambling Report is not quite ready, he would ask the Board for approvals next week at the earliest. Nate reported that Smoke and Fire has opened (formerly Carbone's) and that the gambling license had been updated under the new name. He shared that new pull tab boxes were ordered for behind the bar as the old ones were quite old and needed updating. Fishtale had a record month for April. The gambling account is sitting just below \$20k, it is usually hovering around \$13k for this time of the year. Still no updates on the status of the Rusty Spoke. We will post the Gambling Manager position once Nate has had a chance to finalize the position description. We hope to have someone shadow Nate this season.

II. OLD BUSINESS

1. **Beer Bash Updates:** Recap of the event was discussed last month, but we did not have the financial info from the event at that time. Ben reported that he had been given \$2,678 in cash from Amber Hunter, who had organized the event. It was reported that there is just shy of \$3k

in the Venmo account, but we need to determine how much of that money was deposited for the Beer Bash event and how much was deposited as memorial donations on behalf of Matt Peterson, a member of the NP hockey community who has passed away.

2. **Upper-Level Jerseys for 2023-24:** K-1 jersey rates are increasing by \$20 (per jersey) this season. We have asked Troy to provide a mockup sublimated jersey from a different jersey vendor, but we do not have this info at the time of this meeting. A decision needs to be made ASAP as we will be looking to schedule the jersey fitting event for next month. The group decided that since we may need to increase skater fees again for this upcoming season, we do not wish to also add the expense of new jerseys to all members of the association this season. We will keep the existing K1 jerseys and those who need to order new jerseys will just need to pay the increased fee for those jerseys. The Board would like to pursue the possibility of having new jerseys for the 2024-25 season and beyond – we would like to see if we can get some sponsorship money to help offset that cost, this needs to be worked on this season ahead of time in order for that possibility to actually happen for the 2024 season.
3. **Available Board & Coordinator Positions:**
 - i. **Manager Director** – this will be an interim Board seat for the 2023-24 season since it went unfilled during the Board elections in March. This opening needs to be advertised to the whole association.
 - ii. **Gambling Manager** – Nate will be stepping out of this role at the end of the 2023-24 season, we will need to hire someone who will shadow Nate this year. Nate is still working on defining this role.
 - iii. **Equipment Coordinator** – Troy and Alison will be stepping out of this role at the end of the 2023-24 season, we will need to find someone to fill this role and shadow the Gilbertsons this year.
 - iv. **Girls Program Coordinator** – Role description complete and has been posted.
 - v. **Website/Technology Coordinator** – Role description is complete and can be posted.
 - vi. **Tournament Coordinator** – we will fill this role after teams are established and see if a parent of that level of play is willing to take on the role. Revisit this role in October.
4. **Support for Sponsorship Coordinator & Fundraiser Coordinator:** Last month we agreed to find support for these two roles. We know for sure that the Sponsorship Coordinator position could use help, Ben will follow up with our Fundraiser Coordinator to see if that position is in need of support as well.
5. **Mite/8U Equipment Rental Program:** We need to determine the budget necessary for this program, possible sponsorship money to purchase the equipment, and how the equipment will be managed. We would like our Equipment Coordinators to take on the storage of the equipment. The Mite Committee (once it has been established) will work to purchase the equipment and hold equipment fittings for new players. Miranda attended the MN Hockey Excellence in Leadership conference this past weekend and participated in a raffle drawing and won \$1k for the association to be used for recruitment and retention purposes – we will apply this money to the budget for the Mite/8U Equipment Rental Program.
6. **End of Season Banners** – Nate will work on the ordering of the 10U banner and Mike W will work on the PW C banner. They should have Spotlight send the association an invoice for payment.
7. **12U Discussion:** Nate and Amy wished to speak on the 12U situation. Nate shared that he has received phone calls from some 12U eligible families who also have another player in the

association who are upset with the Board's decision regarding DIBS hours and fundraising requirements for these families. Some of these families are feeling disappointed and like the decision does not really give these families a break and that the Board does not care about the 12U families. Nate noted that he would like to keep the 10U siblings so that the 10U can be two teams rather than one large one. Amy asked why the association wasn't having the kids who could play up to 12U from 10U do so or why some 12U eligible players were allowed to play with the Peewees when if they stayed at 12U we could likely have a team. The Board explained that these families were asked to play 12U, but that they could not be forced to do so, and it is up to those families to make their decisions. Those families do not wish to play with the 12U team – there was significant drama amongst that team this past season and some families do not wish to be a part of that. The Board cannot force anyone to play at a given level. The Board also noted that we have many families who have multiple children who play other sports that also have fundraising and volunteer requirements – those families do not get a break on DIBS or fundraising, what some of the 12U families are asking for is not fair to others in the association. We've not made such exceptions in the past for families who had to waive their Junior Gold-aged player out to a different association, but also had a younger sibling playing for NPHA. Those families were held to the full requirements of NPHA despite having to play with two different hockey associations. The association is also facing a significant deficit and it costs money to play hockey. The fundraising and volunteer hours help keep our skater fees lower – anyone who does not wish to participate in the fundraising or complete their required hours has the option to pay the buyout fees. Participating in the fundraising and completing volunteer hours is to the benefit of each family as it keeps their hockey costs lower. At the end of the discussion, the Board agreed to be available to 12U eligible families in the hour prior to the June meeting.

III. COORDINATOR UPDATES

1. Interim President

- i. **NPACC Manager (Kevin Cassidy):** The following updates were shared with the group: the arena roof is on schedule to be completed in two weeks – work has already started; the lighting updates have been completed; the new speakers for the sound system have been hung and are working, just needs to be programmed and should be done by the end of next week; the arena board is debating on the price tag for the resurfacer to be purchased by NPHA for use on our outdoor rink once the arena's new resurfacer arrives; the ice rate for fall/winter is being discussed and should be finalized at the next arena board meeting. Mike suggested that we put together a video training course that can be shared with team managers and families on how to use the new sound system.
- ii. **Gambling Manager (Nate Borwege):** No further updates.
- iii. **Safe Sport Coordinator (Chelsea Casey):** Chelsea has made an updated version of our locker room policy signs that will be laminated and posted in each of the locker rooms at the arena.

2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim reported that the Mega and xHockey contracts are up for renewal. He noted that the HDC will be discussing the possibility of having xHockey come down to our arena to work with the Bantam teams in the dryland area. Tim shared information about a Squirt/10U model that has been adopted by programs

in Duluth and Mankato with good results. Essentially it involves a hybrid practice for squirts with station-based full-ice practices. Many SQ/10U players can be lacking in underlying skills needed, so this approach may be of good benefit to our teams. It will be good for our SQ/10U players to benefit from the exposure to all coaches. We will need to explain the logic behind this approach to parents – we sometimes get feedback from Mite/8U parents that don't understand the logic behind practice stations on ice. Not all practices will be held like this, some will be held with only the specific team on the ice, but others will follow the station model. Tim reported that the HDC received a total of 7 player petitions: Maddison B (grade eligible); Grady G (grade eligible); Jonny V (grade eligible); Mallory L (grade eligible); Raelyn C (grade eligible); Zach G (grade eligible); and Caiden B (skill based). The HDC is in full agreement to approve these petitions, it was noted that this would be the third season that Caiden B would likely play on the Level 4 Mite team and that it is not uncommon for the association to approve petitions in this case. Miranda made a motion to approve the HDC recommendations for all petitions, which was seconded by Mike. Motion carried 6-0 (with two Board members absent). Tim shared some positive feedback regarding our goalie training from MEGA – he shared that this past season was the first year that players who had MEGA training all through their involvement in the youth program played HS hockey, and that it really made a difference in their goalie skills.

ii. **Mite/8U Coordinator (VACANT):** Tim reported that the HDC hopes to have the Mite/8U Committee set at their next meeting.

iii. **Ice Time Coordinator (Tyler Kienow):** No updates at this time.

3. Treasurer

i. **Concession Stand Coordinator (Ashley Lindholm):** Ben shared that the concession stand had a total of just under \$60k in year-end sales this season as compared to \$34k last year. This has helped to decrease the actual deficit from what we were projected at the beginning of the season for the association. There was less than \$100 in items left in the stand that needed to be donated as they would have expired. Ashley plans to continue on in her coordinator role but will need to replace a few managers for the concession stand. The concession stand has been cleaned out. She would like the Board to add a second point of sales station to the concession stand budget for this year.

ii. **Fundraising Coordinator (Kristina Dillon):** No updates at this time.

4. Secretary:

i. **Registrar (Miranda Vertnik):** Board of Directors applications are still being accepted for the Interim Manager Director position, no applicants thus far. Miranda will work on creating the 2023-24 player registration in June/July when the Budget and Handbook revisions are finalized. Miranda will work on creating the coaching application for this season as well. She will connect with Tim to see if any modifications are needed on the coaching application, coaching contract, and the non-parent coach contract. Miranda will create a preseason clinic registration as well when we have those details (dates, fees, etc.). So far, we have one 12U waiver that has been submitted to PLSHA, we're just waiting for them to approve before it can be sent along to the district. Miranda sent a reminder to all of the 12U eligible families to complete the waiver request form and send it her way so that waivers can be processed. After sending out that reminder, one 12U family has reported that they will be going to MN Made. Still waiting to hear

from the other 12U eligible families as to where they would like to play. This seasons' district training for registrars has not been scheduled yet, historically this meeting is held in August.

- ii. **Volunteer Coordinator (Aimee Bombardo):** No updates at this time.
- 5. **Interim Director of Operations:**
 - i. **Equipment Coordinator (Troy & Alison Gilbertson):** No updates at this time.
 - ii. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy is waiting for direction from the Board on what to do with the broken outdoor ice Zamboni – we still need some additional information to make that decision (what is the anticipated cost to repair it?).
 - iii. **Tournament Coordinator (VACANT):** No updates.
- 6. **Communications Director**
 - i. **Sponsorship Coordinator (Hollie Weckman):** No updates at this time
 - ii. **Website & Technology Coordinator (VACANT):** No updates.
- 7. **Board Member at Large**
 - i. **Recruitment & Retention Coordinator (Brandy Rife):** Jason shared the following updates from Kirk and Brandy: Flyers have been made to be distributed at schools – we cannot get flyers into some of the neighboring elementary schools (Jordan); Parade sign up will be happening soon – Brandy will work on signing us up for the Elko/New Market parade which is on June 24th and Dozinky Days in NP which is in September. Brandy has the waivers for families to sign for parade participation; Brandy will be working with Kirk on lining up vendors for the Season Kickoff Party in September. Jess suggested that we ask kids to bring in one bag of candy to pass out during the parade to help keep our parade costs lower.
- 8. **Interim Past Board Member**
 - i. **Clothing & Apparel Coordinator (Amanda Will):** No updates at this time.
- 9. **Interim Manager Director:** N/A

IV. NEW BUSINESS

- 1. **Discussion on whether to keep the outdoor rink:** Discussion postponed for now.
- 2. **Learn to Skate program:** This is a winter discussion topic that we agreed to revisit in May – as we could not help with the winter session. Does the arena need help with this for the fall? If so, in what capacity, and would we be able to help?
- 3. **Locked locker rooms at arena:** This is a winter discussion topic that we agreed to revisit in May. Do we want to have the arena lock the locker room doors and establish a system for checking out locker room keys? Miranda reported that Safe Sport prefers and recommends that we have locks on all locker rooms – this was stressed at the MN Hockey Excellence in Leadership conference that she attended last week. We need to pursue this with the arena.
- 4. **Off season ice events?** Try hockey for free events? The Great Skate? Etc. We need to get equipment to hold these events and need to find volunteers to run these events. No locker rooms used unless we can find locker room monitors who have completed all of the requirements.

V. BOARD MEMBER UPDATES

- 1. **Interim Manager Director (VACANT):** N/A

2. **Interim Director of Operations (Mike Westing):** Mike reported that he has been thinking about Preseason Clinics and when to time it. He is also interested in some summer ice events for kids like shinny hockey. He will be connecting with the HDC to begin planning this.
3. **Board Member at Large (Kirk Crabb):** No further updates.
4. **Communications Director (Jess Snyder):** No further updates.
5. **Interim Past Board Member (Tony Robles):** No further updates.
6. **Treasurer (Ben Jones):** No further updates.
7. **Secretary (Miranda Vertnik):** The money that we won from the MN Hockey Excellence in Leadership Conference needs to be applied toward recruitment and retention efforts, Miranda needs to send the plan to MN Hockey before the check will be issued. The Board agreed to apply this money toward the purchasing of equipment for new Mite/8U players since the grant money we receive is never enough to cover all of the new equipment requests we receive.
8. **Vice President (Jason Olson):** Jason reminded the group to list their availability for Budget and Handbook review meetings.
9. **Interim President (Aaron Lindholm):** No further updates.

Jess made a motion to adjourn the meeting which was seconded by Ben. Motion carried 7-0 (with one Board member absent). Meeting adjourned at 10:02pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar.