

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Park Ballroom of New Prague
Wednesday, August 11th, 2021 7:00 P.M.

Meeting called to order at 7:01 p.m.

ATTENDANCE:

NPHA Board

President	Sam Blank	present
Vice President	Rick Carey	present
Secretary/Registrar	Miranda Vertnik	absent
Treasurer	Crystal Wong	present
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejпка	present
Board Member at Large	Aaron Neumann	present
Past Board Member	Jason Ashley	Absent

Miranda was absent from this meeting due to an out-of-state trip planned by her husband's employer; she notified the Board of her upcoming absence during the regular meeting in June. A motion was made to approve her absence from this meeting by Jess, which was seconded by Rick. Motion carried 7-0 (with two Board members absent).

Jason Ashley was absent from the meeting due to a work obligation. A motion was made to approve his absence from this meeting by Rick, which was seconded by Brian. Motion carried 7-0 (with two Board members absent).

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present
Ice Time Coordinator	Mike Nazzal	absent
HDC Coordinator	Tim Applen	present
Volunteer Coordinator	Jen Mushitz	present
Concessions Coordinator	Lornette Schmitz	present
Mite Coordinator	Anthony Anderson	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Lauren Heuer	absent
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: None

I. REPORTS

1. **Secretary's Report (Miranda Vertnik):** The Meeting Minutes for July 2021 were shared with the Board on July 25th. No revisions were suggested by any Board members. A motion was made by Brian to approve the July 2021 Meeting Minutes, which was seconded by Aaron. Motion carried 7-0 (with two Board members absent). Miranda will post the July 2021 Meeting Minutes to the NPHA website.
2. **Treasurer's Report (Crystal Wong):**
 - i. The July 2021 Treasurer's Report was shared with the Board on August 10. Crystal reported that all families on the AR list have been contacted several times by email, phone etc. Discussion was made on one family that claims the dad was a coach. We do not have record of this dad being a rostered coach. Board will determine by reaching out to head coach if this person coached or not. Further discussion will be had if he did coach, if was "legal" as he was not rostered. A motion was made by Sara to approve the July 2021 Treasurer's Report, which was seconded by Rick. Motion carried 7-0 (with two Board members absent).
 - ii. Crystal W shared with the Board her intention to step down from her position as NPHA Treasurer.
3. **Gambling Report (Nate Borwege):** Nate shared the Gambling Report for June 2021 prior to the meeting. Of note, Nate shared that pull tabs had resumed at Carbone's on June 15th and added boxes. The machine at Fishtale had been malfunctioning recently – Nate has gotten it fixed and it is dispensing only an extra pulltab per 1000 tickets. New manager at Carbone's is much easier to work with. Nate will reach out to Susan Murphy if she is going to do calendar coordinator. A motion was made by Brian to approve the June 2021 Gambling Report as well as to approve the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Rick Motion carried 7-0 (with two Board members absent).

II. OLD BUSINESS

1. **Open Coordinator Positions:** The following positions remain open at this time: Sponsorship Coordinator; Recruitment & Retention Coordinator. Sam will get started on Sponsorship. Jess will send out another communication to the association asking for any volunteers for these two roles
2. **Season Kick Off Event and Association-Wide Equipment Sale:** Sara shared details from the planning of the Season Kick-Off event that she is coordinating with some other parent volunteers during a closed Board meeting on July 21st. The group had determined that an event date of Sept 12th would be better than late August as originally intended. The event will be held that date from 3-7pm at the arena. A "Save the Date" was advertised on Facebook. The planning committee all feels that the association should not pay for the food at the food trucks as we had originally intended, but would rather see some of that money set toward raffle items of up to \$500 used toward registration expenses for two lucky winners at the event. Only players that have already registered for the season will be eligible to win this prize. The Board agreed that this is a good idea and will help draw people into the event. Families can pay for their food truck items on their own. The Board will likely cover free Kona ice for registered players or a free cookie for registered players.
3. **Junior Gold Planning:**

- i. The Board discussed fees and requirements for JG players/families during a special meeting on July 21st. It was determined at that meeting that the JG skater fee will be set at \$850. JG families will be expected to raised \$700 in fundraising, or choose the \$350 fundraising buyout fee at registration. They will also be asked to sell \$300 in raffle calendars. JG families will not be asked to complete any volunteer hours for the association (unless they also have a younger player). We will be sure to closely evaluate the costs of the season for our JG team and will issue refunds at the end of the season if applicable. The fees associated with JG are anticipated to cover ice time fees, coaching staff fees, and participation in 3 tournaments.
- ii. **JG Informational Meeting?** – Will be sending out information blast with registration. Conversation about not allowing players to petition out of the association, not all agree that we can deny a players petition to go to another association. We need to let the NPHA families know that we are making a plan to have a JG team in NP. D6 is talking about accepting northern teams into the JG league...games at a neutral site. The HDC has a meeting on Wednesday night and will discuss further and get some information back to Jess to send out.

4. Off-Season Planning:

- i. **Approval of 2021-22 Budget:** A revised copy of the 2021-22 NPHA Budget was shared with the Board on Aug 3rd. A motion was made by Rick to approve the budget, which was seconded by Brian. Motion carried 7-0 (with two Board member absent). Motion made to approve the budget for 2021-22 by Rick, Brian seconded the motion. Sam will be talking to Krystal B to see if she is interested in doing the financial duties as a paid position.

Do we need to add in an expense for outside bookkeeping duties, possibly have to make an amendment/adjustment to the budget at a later date.

- ii. **Approval of 2021-22 Handbook:** The 2021-22 NPHA Handbook was finalized on July 21st following a Board vote to approve the revisions that had been worked out during multiple closed session meeting. There was one item up for discussion that held up the approval of the Handbook. Specifically, the Board had considered making a coach's ejection from a game an automatic Level 1 violation with a one-week suspension. The Board was not in agreement on this issue. Some felt it is appropriate as coach's should be held to a higher standard and that ejections do not typically just happen for no good reason. Some felt it is unfair to hold anyone to a "guilty until proven innocent" standard and felt it is more appropriate for a coach's ejection to result in an automatic investigation to determine if a Level 1 violation is appropriate. A motion was made by to approve the Handbook with the coach's ejection as an automatic Level 1 violation left in the Handbook, this motion failed, 3-4 (with two Board members absent). The coach ejection piece was then removed from the Handbook. Jess then made a motion to approve the Handbook, which was seconded by Miranda. Motion carried 5-2 (with two Board members absent). Miranda posted the new Handbook to the website on July 27th.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** City and NPACC stance on masks if it remains recommended it will remain a recommendation. Comments about the parking lot were made that the patch job was done fine. Lines will be painted soon.

- ii. **Gambling Coordinator (Nate Borwege):** No further updates.
 - iii. **SafeSport Coordinator (Mike Franklin):** No updates.
2. **Vice President**
- i. **HDC Coordinator (Tim Applen):** Tournaments are all registered. MEGA scheduling is being worked on. xHockey is also being worked on. All on pace and where we need to be. Tryouts will be discussed this coming week at the meeting. Tim has been working with Brad Drazan to get pre-season clinic all set up...will offer a tryout preview for all, skaters and goalies. Pre-season information will be sent out Thursday 8/12/21 to the association. More discussion will be had about JG. Crystal asked about Preseason being shorter and if we will get less kids. Tim explained preseason is multi-sport friendly and also is "less is more"
 - ii. **Mite Coordinator (Anthony Anderson):** July 26th we were granted \$1500 Gear UP MN Grant. Dicks Sporting Goods will be mailing him \$100 gift cards soon. This will be used to help with 1st year skaters equipment needs. He has already received 3-5 emails about mite inquires. USA Hockey highly recommends we take advantage of 20% off weekend to buy some equipment. Discussion was had about giving equipment back to NPHA after it was used. Anthony will work with Brad to
 - iii. **Ice Time Coordinator (Mike Nazzal):** Tournament schedule has been added along with Bantam tournament. Tyler is helping him out as he goes. Everything has been going well.
 - iv. **Equipment Coordinator (Troy Gilbertson):** No updates.
3. **Treasurer**
- i. **Concession Stand Coordinator (Lornette Schmitz):** Brea has been helping Lornette and walking her through the position, Lornette is a bit overwhelmed, but will utilize Brea as needed.
 - ii. **Volunteer Coordinator (Jen Mushitz):** Jen will also help Lornette in concession stand questions. Will also work with Tim for Preseason volunteers.
 - iii. **Concession Stand POS Specialist (Erick Christianson):** we have a quote and all the equipment all set up, it just needs to be purchased. Crystal is going to find out if he has purchased it.
4. **Secretary/Registrar:** N/A
5. **Fundraising Director**
- i. **Tournament Coordinator (Lauren Heuer):** No updates.
6. **Communications Director**
- i. **Sponsorship Coordinator (Vacant):** Sam will start Sponsorship. We will send out a communication recruiting. Dasher boards from blue line to blue are filled. Working with Eric Brever talking to HyVee. Will be approaching xHockey for a dasher board. Kwik Trip will also be contacted.
7. **Board Member at Large**
- i. **Recruitment & Retention Coordinator (Vacant):** No updates.
8. **Past Board Member:**
- i. **Clothing & Apparel Coordinator (Sarah Hartman):** Sarah is working on vendors for the season.
9. **Manager Director**

- i. **Outdoor Ice Coordinator (Jeremy Denzer):** Marty Sticha is going to be working on leveling out the outdoor rink, he has fill lined up if needed.
- ii. **COVID-19 Point Person (Sarah Donovan):** just waiting to see what is happening with COVID, more to come between now and September.

IV. NEW BUSINESS

1. **Registration Updates:** Miranda was absent from this meeting but provided the following updates regarding the status of the season's registration link:
 - i. Player registration is almost ready to go. My hope is to have it ready to launch on Aug 15th (or as close to that date as possible), which would give families one month before the registration deadline for our upper levels. However, Miranda is still waiting to receive the Mite jersey size chart (take off of Flo site), COVID Waiver language to be approved, and for the 2021-22 NPHA Budget to be finalized before registration can be opened up.
2. **All-Association Meeting:** This meeting needs to be scheduled (date and location of said meeting) and we need to coordinate what information will be shared at the meeting. Registration deadline is Sept 15th. Do we know when fundraising packets will be ready to go-yes they will be ready by Sept 12th. The 21st seems to be an open night that will work at 7pm Rick will verify if the Park Ballroom is available, if not we will talk to Rick Bell about using the MS.
3. **Potential for COVID regulations and how to proceed**
 - i. Our COVID Point Person, Sarah Donovan, has asked for additional support this season should there be any regulations imposed due to COVID. More conversation will be had with Sarah on-going.
 - ii. A motion was made by Aaron to approve Waiver Liability Release for registration, which was seconded by Brian. Motion carried 7-0 (with two Board members absent).
 - iii. Board meetings – our plan is to meet in person with everyone, for the time being, should the needs change due to COVID regulations, etc. If anything changes we will explore virtual platforms.

V. BOARD MEMBER UPDATES

1. **Fundraising Director (Brian Vosejpka):** All vendors have been contacted turn-in Oct 28th and 30th at the rink. November 14th wreath delivery. Working on wreath parents, Brian will be contacting them, same with turn in volunteers.
2. **Communications Director (Jess Snyder):** no update.
3. **Manager Director (Sara Westing):** working on manager handbook
4. **Past Board Member (Jason Ashley):** Absent, no update.
5. **Board Member at Large (Aaron Neumann):** reached out to Brad D on preseason clinic. Working with Tim, ready to go.
6. **Treasurer (Crystal Wong):** Prior years taxes have been signed. xHockey deposit had been paid.
7. **Secretary/Registrar (Miranda Vertnik):** Miranda was absent from this meeting, but provided the following updates to the Board on August 10th: 1) Contract with the Park Ballroom of New Prague was signed and will be valid through May 2022 (at which time the new Board can determine if they would like to extend the contract). We are to exit the building by 10pm and notify Paul from the Park Ballroom that we have left so that he can set the security alarm for the building; 2) Coaching applications – as of Monday we have received 7 total coaching

applications, of which 3 are non-parent applicants; 3) Miranda asked that all Board members please send her their USA Hockey volunteer ID number for the Flex Roster we need to create with USA Hockey as soon as possible. This Flex Roster is due to D6 next month. 4) USA Hockey gave the directive to D6 registrars at our annual training that we are not to share any player data with anyone – even with members of our association. They indicated that all information gathered at registration is only made possible because of the USA Hockey number given to the player and they have very strict data privacy policies. Miranda is following up with D6 on how to proceed as this impacts all operations of our association. 5) Team rostering deadlines with D6 are as follows: 10/22 – Bantam, Peewee, & 12U; 11/11 – Squirt & 10U; 11/22 – Junior Gold; 12/1 – Mites; and 12/27 – last day for roster changes.

8. **Vice President (Rick Carey):** No updates
9. **President (Sam Blank):** Contacted President of Blue Line Club and asked them to change their date of their golf tournament.

Motion was made by Brian to adjourn the meeting and seconded by Sara. Motion carried 7-0 (with two Board members absent). Meeting adjourned at 9:26pm.

Meeting minutes prepared by Jess Snyder.