

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting held via Webex due to Stay-at-Home Orders issued by State of MN
Wednesday, August 12th, 2020 7:00 P.M.

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

NPHA Board

President	Sam Blank	present
Vice President	John Prokopec	present
Secretary/Registrar	Miranda Vertnik	present
Treasurer	Krystal Beedle	present
Manager Director	Brian Christensen	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Board Member at Large	Brad Breggemann	present
Past Board Member	Jason Ashley	present

Sam arrived to this meeting at 8:40pm as he needed to attend a D6 meeting that conflicted with this meeting. John facilitated the meeting until Sam was able to join.

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present
Ice Coordinator	Tyler Kienow	absent
HDC Coordinator	Joe Franck	present
Volunteer Coordinator	Jen Mushitz	present
Concessions Coordinator	Brea Applen	present
Mite Coordinator	Brad Breggemann	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present
SafeSport Coordinator	Mike Franklin	present
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	Mike & Sara Westing	present

Others present:

Brad Drazan (NP HS Hockey Head Coach)

I. REPORTS

- 1. Secretary's Report (Miranda Vertnik):** The Meeting Minutes for July 2020 were shared with the Board on July 10th. She noted that after the minutes were distributed for review, one revision was made to include a budget meeting date that she had accidentally left out. A motion was made by Brian C. to approve the July 2020 Meeting

Minutes, with the noted revision, which was seconded by Jess. Motion carried (seven in favor, two Board members absent from this discussion).

2. **Treasurer's Report (Krystal Beedle):** The Treasurer's Report for July 2020 was shared with the Board on August 11th. Our check was returned for Czech Out New Prague as that event was cancelled. NPHA has continued to pay for tournaments for the upcoming season and also paid our annual fee to Sports Engine, which was \$780.00. Included in the report was a list of seven families that still owe the NPHA money from the 2019-20 season, despite having been contacted via email and postal mail by Krystal on numerous occasions. These families will be blocked from registration for the 2020-21 season until the point in which their account balance is paid in full. A motion was made by Brad to approve the July 2020 Treasurer's Report, which was seconded by Brian V. Motion carried (eight in favor, one Board member absent from this discussion).

3. **Gambling Report (Nate Borwege):**

Nate shared the June 2020 Gambling Report prior to the meeting. Nate shared some price information for repair for the Grandmaster machine at the Fishtale, which would run approximately \$2,300.00. He included pricing information for purchasing (\$6,800) and leasing (\$250/month for 33 months) a new machine. He noted, however, that if we were to purchase a new machine, it may be a better idea to consider purchasing a newer model with more options than our current machine. Our existing machine does not have any trade-in value unless we were to repair the machine. He shared that he has a meeting tomorrow with the owner of Smoke BBQ in Lonsdale to discuss pull tabs. At this time, our plan will be to repair our machine at Fishtale and look into a new machine for Smoke if we are able to bring pull tabs in to that venue. There is still no word from Carbone's as to when they will be ready to resume pull tab operations. It was also noted that Colton Borwege has resigned from his position as assistant gambling manager and that we will need a replacement for this position once our gambling program is fully operational. Nate was encouraged to let the Board know when he is in need of an assistant. No salaries have been paid at this time, but employees will be compensated for July, with payments going out in September. There were no deposits for the month of June. A motion was made by Jess to repair our broken machine at Fishtale. The motion was seconded by Brad. Motion carried (8 in favor, one Board member absent from the discussion). A motion was made by Brian C. to approve the June 2020 Gambling Report and the Lawful Expenditures for July, which was seconded by Brian V. Motion carried (8 in favor, one Board member absent from the discussion).

II. OLD BUSINESS

1. **Website Updates:** Jess asked for Board feedback on which areas need to be cleaned up on the website. It was noted that some of the links on the New to Hockey page were not operational. Miranda confirmed the couple changes to skater fees and tournament fees that need to be updated on the registration page.
2. **Creation of Disciplinary Committee:** The suggestion was made to create a Disciplinary Committee, which we discussed further during one of the special sessions held recently to review the 2020-21 Handbook. The following Board positions were named

to serve on this committee: Board Member at Large, Manager Director, and Past Board Member. In the event that a report concerning disciplinary issues is made to the Board, the Disciplinary Committee (or an alternate Board member if necessary) will review and investigate the report and present their findings to the Board of Directors.

3. **Fundraising Options:** Prior to this meeting, Sam shared pricing information that he had worked out with Odenthal Meats for the new meat sales fundraiser option we are going to offer families this hockey season. At this time, we will table implementation of an additional raffle fundraiser, but we may revisit this next year.
4. **Electronic Coaching Application:** See HDC Coordinator update below.
5. **Junior Gold Updates:** As some of the HS fall sports have been postponed until spring, there is some concern regarding a potential delay to the HS Hockey season. If this happens, NPHA may need to consider offering a Junior Gold program this year to allow HS players the opportunity to play hockey. We will continue to monitor this situation, and should the need arise, we will plan to work closely with the Blue Line Club in organizing this program.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** No updates at this time.
- ii. **Gambling Coordinator (Nate Borwege):** See Gambling Report above.
- iii. **SafeSport Coordinator (Mike Franklin):** Mike introduced himself at the meeting and noted that he is beginning to gather information pertaining to his new role. Sam reported that he had spoken with the D6 SafeSport representative and asked to be included with Mike on all trainings as he is considered the back-up SafeSport Coordinator. Discussion was given to the requirement that all Board members and any coordinator that has direct contact with or decision-making authority over players must complete SafeSport training. Miranda indicated that she would be sending an email to the Board with links to complete this process as she also needs to complete a Board "roster" with USA Hockey by the end of September. This roster will be used to track completion of Background Screenings and SafeSport Training.

2. Vice President

- i. **HDC Coordinator (Joe Franck):** Joe reported that xHockey got our scheduling to our Ice Time Coordinator and noted that Tuesdays will be one of our main days with xHockey ice time. The Checking Clinics that were promised to us from xHockey will be limited to two hours, which will limit the number of players that can attend. The HDS will come up with a plan for this. The HDC continues to reach out to other local arenas to see who has available ice that we can rent since St. Olaf will not be offering ice to outside organizations this year. They have since learned that Shattuck is not renting out their ice to outside organizations and are waiting to hear back from Prior Lake and Shakopee about their available hours. Burnsville has open ice times, but the cost is higher than what we have paid elsewhere. The HDC will keep them in consideration. It was noted that there is concern that the HS Hockey programs will be delayed due to COVID-19 and other sports such as Football, etc. already

having been postponed. If this happens, there may be more ice available for NPHA or there may be a need to create a Junior Gold team option this season. We will continue to monitor the situation. Joe reported that all of the tournaments have been booked and that almost all of the hotel blocks have been booked as well. We are still waiting to hear the NPACC's guidelines for our presence at the arena. Discussion was given to finalizing the electronic coaching application, specifically surrounding the topic of an application deadline (which will be listed as prior to player tryouts if possible). Miranda indicated that she will finalize the application and share it with the Board this week so that it can be published and shared with interested applicants.

- ii. **Mite Coordinator (Brad Breggemann):** Brad reported that he is still waiting to hear back on a grant from Gear Up MN. He indicated that we should be notified of the grant status this month and receive gear in September if the grant is approved. Brad also shared that he had been checking into different jersey vendors for the Mites' jerseys and came across Flow Hockey which offers a nice sublimated jersey option. They are reportedly more durable than jerseys we currently use. The turn around time may be a bit slower, but should still arrive sooner than the Mite jerseys did last season.
- iii. **Ice Time Coordinator (Tyler Kienow):** It was reported that Tyler has submitted his resignation from his position. He intends to finish out this season and recommends that the Board seek a replacement as soon as possible so that he can train them in on the position duties. Jess will put together a position description and share with opening with the association. Whomever volunteers and trains for this role will have their 22 volunteer hours waived for this season. It was also noted that the NPACC is working out their anticipated time blocks between team sessions to comply with COVID-19 regulations limiting capacity within the building.
- iv. **Equipment Coordinator (Troy Gilbertson):** There are several parents who haven't ordered their jerseys yet, these may be players who are leaving the association this season. Miranda will see if there is a Sox size chart on the registration.

3. Treasurer

- i. **Concession Stand Coordinator (Brea Applen):** Sam reported that the arena will soon be installing the plexiglass barrier at the concession stand. Brea reported that this is the time she and her team are usually stocking the concession stand to prepare for the season, but with uncertainty about how much use the concession stand will get this season, they are holding off. We will be moving forward with implementation of a cashless Point of Sales system for collecting payments at the concession stand. Brea asked if she could get assistance with this and it was decided that we will hire a volunteer to take on this project in exchange for having their 22 volunteer hours waived. Jess will send out a position posting soon.
- ii. **Volunteer Coordinator (Jen Mushitz):** Jen indicated her intention to share the SafeSport Information that she has with Mike Franklin, the new SafeSport Coordinator. Discussion was given to volunteer hours and how they may be

different than in previous years due to limitations on the number of individuals allowed in the rink. While we may have less available Concession Stand hours, we anticipate having opportunities for volunteers to assist with temperature checks at the door for all who enter the facility, lobby monitors, etc. We are just waiting to hear on the rink's policy for use of the facility to see what will be needed for volunteers. Jen noted her concern that the 22-hour volunteer hour requirement may be too high, the Board indicated that we intend to keep a close eye on this situation, but will continue to require the 22 hours for now.

4. **Secretary/Registrar:** N/A

5. **Fundraising Director**

- i. **Tournament Coordinator (Eric Steinhoff):** Sam reported that there will be a D6 Tournament Director meeting held on September 22nd at 7pm. He will send the information to Brian V to be shared with Eric.

6. **Communications Director**

- i. **Sponsor Coordinator (Sam Blank):** No updates at this time.

7. **Board Member at Large**

- i. **Recruitment & Retention Coordinator (Mike & Sara Westing):** As noted last month, Czech Out New Prague was cancelled and we are still waiting to hear about the status of Dozinky Days. Sara requested that Miranda share the list of names of players who do not return to NPHA for the upcoming season once registration has closed and R&R will reach out to these families to seek their feedback on why they're not returning. With large events being cancelled, R&R is looking at smaller options for efforts aimed at recruitment and retention.

8. **Past Board Member:**

- i. **Clothing & Apparel Coordinator (Sarah Hartman):** See New Business below.

9. **Manager Director**

- i. **Outdoor Ice Coordinator (Jeremy Denzer):** No updates at this time.

IV. NEW BUSINESS

1. **Brad Drazan (HS Head Coach):** Brad joined this meeting to introduce himself again to the Board and to Coordinators who were present. He shared several slides containing information about his intended approach with the HS Hockey team and his hope to work closely with NPHA under the "One New Prague" vision. He shared that he would like to work closely with NPHA to create a common approach and language to be used with the kids that will carry with them throughout their involvement in NP Hockey. He noted that he is working with the HS players to be involved in a mentorship type role with our youth players. The Board indicated that a unified approach with the HS teams would be ideal and is in support of marketing the One New Prague motto. Brad reported that he intends to attend HDC and Board meetings as he his schedule allows and that the HS coaching staff and players will support youth clinics, tryouts, and regular programming. Brad also indicated that he would like to be actively involved in developing a NPHA Junior Gold program as he sees this option as potentially benefitting many players who may not be ready to play on the HS teams, but want to continue with the sport.
2. **Apparel Design Approval:** Prior to this meeting, the Apparel Coordinator sent out an email to the Board with apparel options from a new vendor we will be working with. She

is still waiting on design options from General Sports, and will send them to the Board when she receives them. The Board agreed to approve the new vendor, but will plan to share the One New Prague logo design with Sarah so that she can send this to the new vendor to be used on some t-shirt designs. Brad indicated that he will send the logo to Jason, who will send to Sarah.

- 3. Player Petitions:** The following petitions were submitted to and reviewed by the HDC: T.D. petitioned up to Squirts, B.S. petitioned up to 10U; K.W. petitioned up to 10U; C.A. petitioned up to Peewees; and S.S. petitioned up to Bantams. Recommendations were offered by the HDC to approve the petitions for T.D., B.S., C.A., and S.S., but to deny the petition for K.W. These petitions and the HDC recommendations were reviewed by the Board during a special Handbook Review meeting session held on 07/29/2020. It is important to note that Jess and Jason removed themselves from the meeting while their children's petitions were reviewed. Brad made a motion to approve the recommendation by the HDC to approve the petition for B.S. to move up to the 10U level. Sam seconded the motion, motion carried (6 in favor, 1 opposed, and 2 abstained). Brad made a motion to approve the recommendation made by the HDC to approve the petition for C.A. to play at the Peewee level. Brian V. seconded the motion, motion carried (7 in favor, 2 abstained). At this point of the special session, Jess and Jason rejoined the meeting. Sam made a motion to approve the recommendation made by the HDC to approve the petition for T.D. to play at the Squirt level. Brad seconded the motion, motion carried (8 in favor, 1 opposed). Jason made a motion to approve the HDC recommendation to deny the petition for K.W. to play at the 10U level. Krystal seconded the motion, motion carried (8 in favor, 1 abstained). Sam made a motion to approve the HDC recommendation made to approve the petition for S.S. to play at the Bantam level. Jess seconded the motion, motion carried (9 in favor). Sam indicated during the special session that he would notify all parties of these Board decisions. He has since reached out to each family, but has not heard back from one family despite having called, texted, and emailed.
- 4. Registration Updates:** Miranda has submitted requests with Sports Engine as of last week for both the Preseason and regular season registrations. She should hear back soon from them and work out the revisions to the links with the fee changes form last year, etc. She also noted that team declarations are due to D6 by September 18th (need to be emailed to Chris Evans) and shared D6 general guidelines for playing-up related to new birthdate changes that were passed along following the recent D6 Registrar's meeting and noted that our approach to handling petitions was consistent with these guidelines. She is also working to update registration information on our website.
- 5. Handbook Approval:** The Board met on 07/22, 07/29, and 08/05 to review the 2020-21 NPHA Handbook. Review was conducted line by line and revisions were made. Of note, changes were made to which Coordinators report to whom, two Coordinator positions were eliminated as it was determined that these positions did not require a formal Coordinator position. Focus was also given during these sessions to approval of the Coaching Contract, review of player petitions that were received, and to Preseason Clinic planning. Krystal made a motion to approve the 2020-21 NPHA Handbook, which was seconded by Jess. Motion carried, all in favor. The newly adopted Handbook will be posted to the NPHA website.

- 6. COVID-19 Planning:** In addition to the Point of Sales specialist volunteer position we will be creating for this season, we also intend to create a COVID-19 Coordinator volunteer position. This individual will be the point person for reporting any suspected COVID-19 cases within the association, in exchange for their 22 volunteer hours being waived. Miranda sent guidelines that D6 recently sent out to associations indicating that they are requiring all associations to have a designated person who will keep track of and report any confirmed or suspected COVID-19 cases. Jess will review the guidelines and put together a position description for this volunteer position and send out a communication to the association. Miranda also requested that the Board consider creation of a COVID-19 specific waiver that can be included on both the Preseason Clinic and the regular season registrations. Jess shared a waiver she recently completed for one of her children to participate in a summer hockey program. Miranda will begin working on creating a waiver and send it to the Board for further discussion.

V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Brian Vosejka):** Brian shared that he has been working to finalize fundraiser plans for this season. We will be putting together a meat sales fundraiser brochure for our new program with Odenthal Meats. At this time, the pizza, cookie dough, and meat sales items are scheduled for delivery/pick up on Nov 9th and the wreaths are scheduled for Nov 7th or 14th, he is just waiting to hear back from the wreath vendor. Brad asked if it would be possible for the wreaths to be delayed until Nov 21st as there were complaints last year that it would be better to get the wreaths closer to Thanksgiving. Brian indicated that we may not be able to get them later, as the vendor is 4-5 hours away and may not be able to change their schedules, but that he would ask.
- 2. Communications Director (Jess Snyder):** No updates at this time.
- 3. Manager Director (Brian Christensen):** No updates at this time.
- 4. Past Board Member (Jason Ashley):** No updates at this time.
- 5. Board Member at Large (Brad Breggemann):** Brad noted that the Preseason Clinic dates have all been worked out and we are just awaiting the registration link from Sports Engine. Also awaiting the Covid-19 facility policy from NPACC, but suspects that this policy will create some additional volunteer opportunities for families. Brad also reported that he had heard from an association member that one of our Board members had said that it was unlikely that we will have a hockey season this year due to the pandemic. Discussion was given to how we are in fact having a season, the only thing that may inhibit this would be a mandate from the Governor. As Board members, we must be cautious about what we say or speculate, as our words carry more weight. We want to be clear with our association members that our full intent is to have a hockey season that complies with social distancing guidelines.
- 6. Treasurer (Krystal Beetle):** No further updates at this time.
- 7. Secretary/Registrar (Miranda Vertnik):** No further updates at this time.
- 8. Vice President (John Prokopec):** No updates at this time.
- 9. President (Sam Blank):** Sam reported that individuals entering the NPACC will be required to wear masks, masks will be supplied for \$1.00 if someone does not already have one. It was confirmed that the potholes in the parking lot will be fixed and that the repairs are not scheduled during Preseason Clinic days/times. There will likely be limits to the number of individuals allowed in the rink, which will limit the number of guests/spectators that

players can have during games. There will not be a Learn to Skate program offered for the fall. This may add to the ice time hours we can offer to our Mites, but does raise concerns for the impact not having a Learn to Skate program will have on our recruitment efforts. Sam noted that D4 is playing against us this season as they do not have enough teams. Efforts are being made to schedule games in a more central location. There is currently a shortage of refs for Bantam A teams, so there will likely only be 2 refs per game. There was some discussion at the D6 meeting about using the same ice time software. We also need to add a COVID-19 plan/policy to our website and email it out to all of our teams.

Motion was made by John to adjourn the meeting and seconded by Jess. Motion carried (all in favor). Meeting adjourned at 11:30 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar