

**New Prague Hockey Association**  
**Regular Meeting of the Board of Directors**  
Meeting Location: NPACC  
Wednesday, June 14<sup>th</sup>, 2023, 7:00 P.M.

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

**ATTENDANCE:**

**NPHA Board**

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

**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	present
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	present
Recruitment & Retention Coord	Brandy Rife	absent

**Others present:** N/A

**I. REPORTS**

- 1. Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for May 2023 with the Board on May 18<sup>th</sup>. She noted that one revision was made after the minutes were sent, the revision pertained to the basis for petition for one of the players discussed under HDC updates. A motion was made by Jason to approve the May 2023 Meeting Minutes, which was seconded by Ben. Motion carried 8-0 (with one Board member absent at the time of the vote). Miranda will post the May 2023 Meeting Minutes to the NPHA website.
- 2. Treasurer's Report (Ben Jones):** Ben distributed the April and May Treasurer's Reports during the meeting. Ben reported that the association is sitting with approximately \$30k in the general fund. We pulled funds out of the CD into the general account in late May as we

needed additional money to pay for tournaments for the upcoming season and the CD was set to expire. The 2022-23 budget was approved at a deficit with the understanding that we would need to withdraw funds from the CD to cover expenses. At this time, most of the tournaments have been booked and payments have been made, there are still a few that need to be booked and paid. Ben reported that he is working to clean up the budget worksheet and will be sending out the document with tasks assigned to Board members to complete in preparation for our upcoming budget sessions. Ben also reported that there were some communication issues with Valley Accounting, but those issues have been solved. To allow more time to review the association financials, the group agreed to review the files and hold a vote at a later date. On June 19<sup>th</sup>, via text, Jason made a motion to approve the April and May Treasurer's Report, which was seconded by Kirk. Motion carried, 9-0.

3. **Gambling Report (Nate Borwege):** Nate shared the April 2023 Gambling Report during the meeting. Nate reported that the gambling program missed out on approximately \$5k in revenue for the six weeks or so that Carbone's was closed and transitioning to the new establishment Smoke and Fire. The gambling program has been reopened at the new establishment. It was suggested that we reach out to the program that runs pull tabs through 1319 as they are a non-profit organization out of Belle Plaine that issues grant funding to other non-profits. Nate will reach out to see if NPHA may be eligible for a donation. Nate reported that the gambling fund paid the ice bill in April. Discussion was given to potential salary range for a new Gambling Manager (Nate will be stepping down from his position at the end of the season). We will post the Gambling Manager position once Nate has had a chance to finalize the position description and would like to hire someone ASAP so that they can shadow Nate for the season. Nate reported that he has obtained a new storage facility for games as the old facility he used has closed. We will see if they are interested in offering us a discount for storage in exchange for sponsorship advertising. He also is looking into the costs of shredding services as old games need to be shredded after a certain amount of time. Gaming operations are going well at Fishtale and Smoke & Fire this month. Miranda made a motion to approve the April 2023 Gambling Report as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Jason. Motion carried, 9-0.

## II. OLD BUSINESS

### 1. Available Board Seat:

1. **Manager Director:** This position was posted again in late May and applications were accepted for one week. On June 6<sup>th</sup>, Mike made a motion to appoint Amanda Will to the Interim Manager Director position, which was seconded by Kirk. Motion carried, 8-0. Thank you, Amanda, for your willingness to continue to support the youth hockey association!

### 2. Available Coordinator Positions:

- i. **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. Just awaiting a position description from Nate on this position.
- ii. **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. Jess will take the position description from the Handbook and post this opening.

- iii. **Girls Program Coordinator** – Role description complete – position posted. One application has been received. Decisions on this position are on hold at this time as Aaron would like to first connect with the new HS Girls Head Coach.
  - iv. **Website/Technology Coordinator** – Role description complete – position posted; no applications received as of yet.
  - v. **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. UPDATE FOLLOWING MEETING: on June 22<sup>nd</sup>, Aaron sent out the 2023-24 Season Dates handout from D6, which indicates that we will be hosting the Peewee B2 end of the year tournament here in NP. We will fill this role after player team assignments have been made.
3. **Support for Sponsorship Coordinator & Fundraiser Coordinator:** We discussed the workload assigned to the Sponsorship Coordinator position and Hollie reported that she is in need of assistance to keep up with the duties. We will advertise the importance of this position and ask for 1-2 additional association members to form a Sponsorship Committee. We will ask the Fundraiser Coordinator if she is in need of support for her role as well.
  4. **Mite/8U Equipment Rental Program:** Aaron will reach out to some nearby associations who have this type of program to seek some guidance on how to run this effectively. Two big concerns for this is finding the funding and the management of the equipment.
  5. **Discussion on whether to keep the outdoor rink:** Looking at the ice time used over the past season, there was less than 30 hours used at our ODR across all teams. Repairs on the outdoor Zamboni are not recommended – parts are hard to find, repairs expensive, and only short-term solution. It would be better value to rent a different Zamboni than to repair the broken one. We will pursue selling the old one and Mike will reach out to CTM Services to see what a reasonable sale price would be to list the broken Zamboni. Tim will reach out to the city to see if NPHA can rent the city's ODR for this season – we will compare costs of renting a Zamboni and the cost of renting outdoor ice from the city or even Lonsdale's ODR.
  6. **Learn to Skate program:** We do not have any information on this at this time and will revisit in the future if the arena reaches out for help.
  7. **Locked locker rooms at arena:** Aaron will follow up with the arena regarding the need to have all locker rooms locked when not in use. We will set up a key check out system.
  8. **Off season ice events?** Discussion was given to recruitment efforts and aligning with the LTS program at the arena by having a Learn Hockey group. At this time we do not have the equipment necessary to hold a Try Hockey for Free event. Aaron will reach out to the Shakopee association to learn more about how they facilitate such an event. It was suggested that we update the hockey informational flyers in the front lobby at the arena.

### III. COORDINATOR UPDATES

1. **President**
  - i. **NPACC Manager (Kevin Cassidy):** Kevin's last day as the arena manager is July 1<sup>st</sup>, the position has been posted and no announcements have been made yet on his replacement. Aaron was not at the NPACC Board meeting this week, he will share updates with us once he receives the email recap of the meeting.
  - ii. **Gambling Manager (Nate Borwege):** No further updates.
  - iii. **Safe Sport Coordinator (Chelsea Casey):** No updates at this time.

## 2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim reported that a new Head Coach for the Girls High School program had been announced. We are excited to welcome Coach Madison Bergren to this role, she has met the high school families and has started running the girls program summer camps. Tim noted that the HDC is waiting to book a few more tournaments for teams. Tryout dates have been tentatively set; they will be using a 4-day tryout program for our upper-levels rather than 8 days. This will make for longer days for the evaluators but will allow all tryout sessions to be held over two weekends rather than include weekday evenings when kids may have other sport commitments. Dates include 9/30, 10/1, 10/7, and 10/8 for upper-level players. Mite Placements have been tentatively scheduled for 11/11 and 11/12. Tim reported that a Coaches Meeting has been scheduled for Aug 13<sup>th</sup> at 6:00pm – Mike W will attend and talk about Preseason Clinic offerings. Tim noted that level specific meetings will also be held once team assignments are made. Tim shared that the HDC is working to put together a Mite Committee. The HDC will be connecting with administration at Coach Them to learn what more we can be doing with this application for coaches. The HDC will be working to organize the drills within the app during the off season. The Mega Goalie and xHockey contracts are up for renewal – Mega contract has been signed and the xHockey contract was sent to Aaron today for his signature. The HDC is talking with xHockey to see what we might be able to do for our Bantam teams in the dryland area since they do not get any ice at xHockey. Tim sent the HDC budget requests to Jason. Discussion was given to ending ice time at Faribault since attendance has always been poor. We need to first determine how ending that ice time might impact our ability to declare a second sheet of home ice (a MN Hockey requirement). The HDC is also looking into possibly moving that ice time to Le Sueur instead.
- ii. **Mite/8U Coordinator (VACANT):** No updates at this time.
- iii. **Ice Time Coordinator (Tyler Kienow):** No updates at this time.

## 3. Treasurer

- i. **Concession Stand Coordinator (Ashley Lindholm):** Ben shared that Ashley has an idea to propose to the arena Board. She would like to see if NPHA can stock the vending machines that are in the rink and then share half of the profits. The rink does not always keep these stocked and could be a missed opportunity. We would like her to make that proposal once the new rink manager is identified.
- ii. **Fundraising Coordinator (Kristina Dillon):** Ben reported that Kristina will be connecting with the fundraising vendors in July and August to begin preparations for the season. Ben will be connecting with her to gather data necessary for the budget spreadsheet.

## 4. Secretary:

- i. **Registrar (Miranda Vertnik):** Miranda will work on creating the 2023-24 player registration in June/July when the Budget and Handbook revisions are finalized. Miranda is beginning to create 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 two 12U waivers that have been submitted to PLSHA, we're just waiting for them to approve before it can be sent along to the district. Another family has requested a



#### IV. NEW BUSINESS

1. **Closed Session held prior to the regular Board meeting:** Meeting with parent who had questions about the 12U situation and their younger player who would like to continue to play for NPHA.
2. **2023-24 Budget Planning & Handbook Review:** Meetings have been scheduled for May 23, June 12, June 22, and July 18<sup>th</sup>. Both the budget and the handbook need to be finalized before we can launch registration.
3. **Jersey Fitting Event Planning:** As noted above in the Equipment Coordinator updates, the Board has agreed to change jersey vendors for all upper-level players this season. This will require all upper-level players to be fitted for and order new jerseys this season. At this time a jersey fitting event has not been scheduled.
4. **Season Kickoff Event Planning:** Aaron will reach out to Sara W, Ashley L, and Rachel R to see if they would be willing to take over the planning of this event again this season.

#### V. BOARD MEMBER UPDATES

1. **Interim Manager Director (Amanda Will):** Amanda noted that she has begun connecting with Sara Westing so that they can meet up to do some training for her new role.
2. **Director of Operations (Mike Westing):** Mike asked what his budget would be for the preseason ice, he was informed that he can set the budget and that we will price out the clinic sessions accordingly to cover the expense. He is looking to have some clinic sessions and some shinny 3v3 or 4v4 sessions as well.
3. **Board Member at Large (Kirk Crabb):** No further updates.
4. **Communications Director (Jess Snyder):** No further updates.
5. **Past Board Member (Tony Robles):** No further updates.
6. **Treasurer (Ben Jones):** Ben noted that the Board should consider having association members pay all credit card processing fees at registration as this would save the association a considerable amount of money. Miranda reported that she had asked Board to consider this last season as well, but the idea was turned down because NPHA has always covered those fees. Miranda agreed that the consumer should be paying those fees as that is how things are done everywhere else and would be a significant improvement to the budget. Ben also reported that taxes are in motion and that the association had filed for an extension.
7. **Secretary (Miranda Vertnik):** Miranda asked the group to consider an alternative meeting space for monthly Board meetings as discussed following last month's meeting. We are hoping to cut down on this expense. Tim will reach out to a contact from the city to see if we can use the conference space at the fire department.
8. **Vice President (Jason Olson):** Jason shared that the HDC is holding a puck shot challenge for the summer, which was communicated to members recently – the winner will get a new hockey stick. He reported that there haven't been any district board meetings as of late. USA Hockey is eliminating jamborees and scrimmages for Mite/8U teams. MN associations are not agreeable to this change, some D6 hockey associations are considering breaking off their Mite/8U program and running those teams separately from the district and MN Hockey. More information to come on this in the near future.
9. **President (Aaron Lindholm):** Aaron reported that he will be in contact with the family of a former NPHA coach who passed away this year – the family has set up donations as a memorial

and Aaron will connect with them to clarify how the family would like the association to use those donated funds.

Aaron made a motion to adjourn the meeting which was seconded by Tony. Motion carried 9-0. Meeting adjourned at 9:56pm.

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