

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Park Ballroom of New Prague
Wednesday, February 9th, 2022, 7:00 P.M.

Meeting called to order at 7:02 p.m.

ATTENDANCE:

NPHA Board

President	Sam Blank	present
Interim Vice President	Jason Olson	present
Secretary/Registrar	Miranda Vertnik	present
Interim Treasurer	Crystal Wong	present
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Interim Board Member at Large	Jason Reynolds	present (via Google Meets)
Past Board Member	VACANT	N/A

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present
Ice Time Coordinator	Mike Nazzal	absent
HDC Coordinator	Tim Applen	absent
Volunteer Coordinator	Jen Mushitz	absent
Concessions Coordinator	Lornette Schmitz	absent
Mite/8U Coordinator	Anthony Anderson	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Lauren Heuer	present
Sponsorship Coordinator	Tara Stutheitt	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	VACANT	N/A
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Sarah Donovan	absent

Others present: N/A

I. REPORTS

- Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for January 2022 with the Board on January 18th. There were no revisions suggested by any Board members. A motion was made by Jess to approve the January 2022 Meeting Minutes, which was seconded by Sara. Motion carried 8-0. Miranda will post the January 2022 Meeting Minutes to the NPHA website.
- Treasurer's Report (Crystal Wong):** The January 2022 Treasurer's Report was shared with the Board before the meeting. In her report, Crystal also included a comparison overview of

the profits generated by the concession stand for the past five years. Of note, our gross profit margin has increased each of the past four years. Approximate net profits from the concession stand were \$14k in 2017-18; \$16k in 2018-19; \$21k in 2019-20; and \$16k in 2020-21. There has been discussion in past Board meetings about potentially giving up ownership of the Concession Stand to the arena or to the high school due to our difficulty staffing the stand this season. Doing so would result in a loss of significant funds for the program and would result in the necessity to increase fees at registration for families. Disappointment that the concession stand has been closed so much this season due to understaffing was expressed as it would have generated significant funds for NPHA this season considering our profit margins. It was suggested that we consider making it a requirement that half of all DIBS hours must be completed in the Concession Stand and the question was raised on if we have too many people serving on committees. Crystal noted that the association is still carrying the jersey fees and she has reached out to our Equipment Coordinator for an invoice to pay Westwood for the jerseys. Anthony shared that Brad B is working to negotiate a discount on the Mite jerseys that were ordered this season considering the delays we experienced in receiving the jerseys. Crystal also noted that payments still need to go to families for their over-fundraising this fall. These payments will be made at the end of the season when we can review the status of all families in completing their DIBS hours, as these overpayments will count against any money owed to the association for incomplete DIBS. We are told that the Duluth refund check we have been waiting on was sent out yesterday. A motion was made by Miranda to approve the January 2022 Treasurer's Report, which was seconded by Jess. Motion carried 8-0.

3. **Gambling Report (Nate Borwege):** Nate shared the December 2021 Gambling Reports with the Board prior to the meeting. Nate reported that the gambling account had paid all ice costs for the month of December and that he anticipates the account will pay approximately \$16k toward the January ice bill. He noted that this would leave the account at approximately \$9k after prizes are paid out for raffle calendars. He shared that he is currently looking for a new accounting firm to work with as they need more time from him to submit information than he can provide. He is working to obtain estimates from two different firms. He reported that he has hired an assistant gambling manager; Carrie Herbeck will be added to the payroll in February (her wages will be paid from the gambling account). Nate noted that he needs a new printer for the gambling program. He has requested a maximum of \$400 for this expense but intends to come in well under this allotment. The Rusty Spoke is still undergoing a remodel and is not yet open, thus our gambling program there is still on hold. The Raffle Calendar drawing was held the evening of February 1st, several Board members were in attendance. Prizes are being regularly posted to the NPHA website and payments will be sent out to winners in the coming weeks. Miranda made a motion to approve the December 2021 Gambling Report as well as the Preapprovals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Brian. Motion carried 8-0.

II. OLD BUSINESS

1. Follow up to Ice Time Scheduling Questions from last month:

- i. **What to do with the extra ice available in the spring?** The suggestion was made to offer Shiny Hockey for the open ice in March. In past years, a sign-up genius was set up to

coordinate these sessions. Players and coaches would sign up for the sessions they could attend. It was noted that players would typically sign up for the level of play they will be going into next season for these sessions (so, for example, a second-year Squirt player should sign up for a Peewee session, etc.) in the past. Sam will get more information from the NPACC about how much ice time is available. Another suggestion was to hold goalie clinics during this time as well so that players can work on their goalie skills and so that those who are interested in trying the position can do so without a major commitment to the position.

- ii. **Have the practices not appearing on team schedules been resolved?** Our ITC said there was a problem with the software, but that it has since been resolved.
2. **Mid-Season Parent Surveys:** Jason and Jess are working to finalize the survey, which will largely focus on player development, completion of volunteer hours, interest in spring clinics, satisfaction with Butch skating instruction, and satisfaction with xHockey programming. They will add a question for additional comments as well. A more detailed survey will be sent out at the end of the season.
3. **First Aid kits at arena:** Sam reported that he had looked into purchasing additional kits, which run around \$100 a piece. He also noted that there are reportedly multiple kits already at the arena. It seems there is also a need to education of the arena staff and our coaches and team managers on where these can be found.
4. **Board Positions for 2022-23 season**
 - i. **Timeline for election:** As discussed last month, Sara and Crystal will facilitate the election this year. A communication about the available positions will be sent out soon as we will request that candidate bios and photos are received by March 1st so that they can be sent out to the association on March 2nd. The election itself (via confidential survey monkey) will be held March 4th – March 11th. The Board will plan to certify the results the following week.
 1. **Positions up for election this cycle for two-year term:** President (incumbent undecided); Secretary/Registrar (Incumbent running); Fundraising Director; Communications Director (Incumbent undecided); Past Board Member
 2. **Positions to backfill for one-year interim term:** Vice President; Treasurer; Board Member at Large
 - ii. **ITC position – should it be a Board position rather than a Coordinator position?** The Board reviewed the practices of several other local hockey associations to see if we are in the minority of having this position not served by a voting Board member. It was found that most neighboring associations do not have this as position listed as a voting Board member and that most associations pay this position more than we currently do. It was noted that the ice scheduler position description for MN River youth hockey was a very good description and would be a good model to follow for posting this position to ensure that the position is clear to those considering the role. The Board agreed that we will need to increase the pay for this position going forward. It was decided that we would not vote to change this to a voting Board position. It was again suggested that we consider opening the position to individuals outside of the association (non-parent role) to eliminate any concerns of favoritism in ice scheduling.

III. COORDINATOR UPDATES

1. **President**
 - i. **NPACC Manager (Kevin Cassidy):** No updates at this time.
 - ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
 - iii. **Safe Sport Coordinator (Chelsea Casey):** No updates at this time.
2. **Vice President**
 - i. **HDC Coordinator (Tim Applen):** Tim was unable to attend this month but provided his updates to Jason prior to the meeting. It was noted that the HDC is working to finalize an end date for Butch this season and to schedule a makeup session with MEGA as well. The concern was raised about offering Shiny Hockey in March as we will need to ensure that players are supervised on the benches and in the locker rooms. It was noted that Tim and Brad Drazan would be meeting with the Bantam B1 team soon to discuss some unsportsmanlike behavior that has been happening amongst the team. The HDC application has been reviewed and will be advertised soon. The concern was raised that there has been some feedback received within the association that more development and support is needed for our newer coaches.
 - ii. **Mite/8U Coordinator (Anthony Anderson):** Anthony reported that he is working to obtain the bill for the Mite/8U jerseys/socks. He noted that we are having trouble tracking down two goalie helmets to purchase for the Mite/8U, but that they are continuing to work on this. He noted that folks seem to be happy with how the Mite/8U jerseys turned out, but it would be his recommendation to only have player numbers, not last names, on the jerseys in the future to help reduce delays in us receiving the jerseys each season and this would eliminate problems when parents select the wrong jersey size at registration.
 - iii. **Ice Time Coordinator (Mike Nazzal):** Mike was unable to attend this meeting but provided his updates to Jason O prior to the meeting. It was noted that Mike had created a job description for the ITC position which will be shared with the Board. He is of the opinion that the ITC should be a voting Board position, but also said that outsourcing this role outside of the association would be doable but likely costly to the association. He is still in need of season end dates for all levels of play so that he can finalize ice scheduling for xHockey and Butch.
 - iv. **Equipment Coordinator (Troy Gilbertson):** No updates.
3. **Treasurer**
 - i. **Concession Stand Coordinator (Lornette Schmitz):** No updates.
 - ii. **Volunteer Coordinator (Jen Mushitz):** Jen was unable to attend this meeting but provided her update to Crystal prior to the meeting. It was noted that she had posted DIBS hours thru the district tournaments and had emailed all families that are short on DIBS hours reminding them of their requirements.
 - iii. **Concession Stand POS Specialist (Erick Christianson):** No updates.
4. **Secretary/Registrar:** N/A
5. **Fundraising Director**
 - i. **Tournament Coordinator (Lauren Heuer):** See New Business below for updates.
6. **Communications Director**
 - i. **Sponsorship Coordinator (Tara Stutheitt):** No updates.
7. **Board Member at Large**
 - i. **Recruitment & Retention Coordinator (Vacant):** No updates.

8. **Past Board Member/Board Member at Large**
 - i. **Clothing & Apparel Coordinator (Sarah Hartman):** No updates.
9. **Manager Director**
 - i. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy was unable to attend this meeting but shared concern prior to the meeting that he has not been notified regularly about outdoor ice cancellations from teams. It was also noted that there have been many outdoor ice practice cancellations this season due to temps falling below 0...we do have use of the warming house again this season (it was off limits last season due to covid) so players and coaches will have the opportunity to warm up during practice as needed and maybe we should remove that condition for holding outdoor ice practice.
 - ii. **COVID-19 Point Person (Sarah Donovan):** No updates.

IV. NEW BUSINESS

1. **Planning for D6 Tournament:** Lauren Heuer (Tournament Coordinator) attended the meeting to review the plans for the upcoming Bantam C tournament that NP will be hosting over Feb 25 - March 4. Lauren reported that she had attended the D6 meeting to discuss tournaments via Zoom recently. She noted that we will need to supply coverage for the penalty boxes for the games. She reported that she would be picking up the tournament medals this coming weekend and wasn't sure yet where to store them. The Board will assist her with identifying a secure location for the medals. D6 would like us to have a large tournament bracket posted in the lobby of the rink, Lauren will send it to Suel Printing for printing. She wasn't sure how she should be in contact with the team managers for each of the teams participating in the tournament, this info may need to be collected from each association's website as we do not have a list of team managers outside of our own association. She reported that there will be an announcer/scorekeeper at each game that will be paid \$30/game by D6. She noted that she intends to be there every evening of the tournament to support her committee, which is made up of the following families: Zeman, Beckius, Gabriel, Contino, Swager, and Hoftstedt. These committee members will be asked to work in the concession stand during the tournament if we are unable to secure volunteers for the concession stand during those times as we need the concession stand to be open for these games.
2. **Closed Session meeting**

V. BOARD MEMBER UPDATES

1. **Fundraising Director (Brian Vosejka):** No further updates.
2. **Communications Director (Jess Snyder):** Jess reported that pictures with SportsLine Photography went well but noted that we haven't yet received the coaches' pictures.
3. **Manager Director (Sara Westing):** No further updates.
4. **Past Board Member (VACANT):** N/A.
5. **Interim Board Member at Large (Jason Reynolds):** No further updates.
6. **Interim Treasurer (Crystal Wong):** No further updates.
7. **Secretary/Registrar (Miranda Vertnik):** Miranda reported that she had received the award patches for players from D6 recently. When patches are approved by the district (upon request from team managers), Miranda will distribute the patches to the appropriate teams. Miranda also reported that she is scheduled to be out of town next month for the regularly scheduled Board meeting and asked if it would be possible to push the meeting back one week. It was

suggested that pushing the meeting back one week could help with reviewing/approval of the results of the Board elections, which will be set to close on 3/11. It was agreed that the meeting will be held next month on 3/16 instead of 3/9. Miranda will confirm with the Park Ballroom about the date change and will send out a communication to the Board and Coordinators if this will work for the meeting space. We will need to provide at least 24-hour notice of the date change to the association if we are able to change the meeting date.

8. **Interim Vice President (Jason Olson):** Jason shared updates from a recent D6 meeting including the following: USA Hockey voted to raise the fees for all players except for adult leagues (it is felt the litigation costs are the driving force behind the increases); a MN Hockey Waiver Policy was passed at the winter meeting and will be shared with associations; there have been some IT issues with both Safe Sport and the USA Hockey Incident Report tools, resulting in some delays in receiving incident reports; a reminder to have officials sign off on the score sheet and to accurately record penalties; parents need to stop immediately calling D6 with complaints about game calls or lack of calls; D6 is also receiving many complaints that should be first addressed with the home associations; there has been an alarming increase in fighting penalties and coach misconducts this season; and finally, only head coaches are to contact refs (not parents, board members, etc.). Jason also noted that he had attended a disciplinary hearing for an NP member with D6 and noted that the process is conducted on a first come, first serve basis, which can be a lengthy process for those waiting to be heard. He also noted that if you do not attend your scheduled hearing, the suspension is extended until the following meeting.
9. **President (Sam Blank):** Sam shared that he had been contacted by a Delano parent who had a grievance with NP to report. The matter has been investigated, including questioning of several parents, coaches, and reviewing of Live Barn video, with no evidence of wrongdoing found. Sam communicated this to the aggrieved parent, who has continued to contest this determination. Sam has been in contact with that association's president about the issue, the parent's home association will take up the matter with the parent.

A motion was made by Brian to adjourn the meeting which was seconded by Sara. Motion carried 7-0 (with one Board member absent). Meeting adjourned at 9:39pm.

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