



Brainerd Amateur Hockey Association  
P.O. Box 38  
Brainerd, MN 56401  
www.brainerdhockey.com  
218-851-2244

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### BAHA BOARD OF DIRECTORS MEETING

sportsmanship \* respect for individuals \* integrity \* pursuit of excellence \* enjoyment \* loyalty \* teamwork

Date of meeting: January 29, 2025

Time: 5:30PM

Essentia Health Sports Center

In attendance: Grant VanWyngereen, Chris Velasco, Joe Winegar, Alicia Prahm, Justin Jerve, Amanda Ciesinski, Andrew Murray, Sam Blum, Steve Leary

- I. Call to Order – 5:33 pm by Grant
- II. Fundraising Meeting, open to all BAHA members: The above members were present, no additional members joined via the open TEAMS meeting. The Gambling report was presented by Alicia. Motion to approve the Gambling Report, including February '25 allowable expenses by Sam, and 2<sup>nd</sup> by Amanda. The motion passes.
- III. Good News =/< 5 minutes
  - a. Hockey Day Minnesota coming to the Brainerd Lakes area in 2027!
- IV. Approval of Meeting Agenda – Motion to approve by Andrew, 2<sup>nd</sup> by Sam. Motion carries.
- V. Approval of Consent Agenda which includes: Motion to approve made Sam, 2<sup>nd</sup> by Joe. Motion carries.
  - a. Concessions report (*nothing to report, Square report sent to Board prior to meeting*)
  - b. Hockey Director's report (*see attached*)
    - i. Player Development Committee and In-House sub-comm.
  - c. Treasurer's/Financial report (*see attached*)
  - d. Recruitment and Retention Committee report (*see attached*)
  - e. Alumni Committee report (*nothing to report*)
  - f. SafeSport/Grievance/Discipline Committee (*see attached*)
  - g. Fundraising Committee report (*see attached*)
  - h. Executive Committee report (*nothing to report*)
  - i. Finance Committee report (*nothing to report*)
  - j. Marketing Committee report (*nothing to report*)
  - k. Events Committee report (*nothing to report*)
  - l. Team Managers Committee report (*see attached*)
  - m. Meeting Minutes (*electronically approved and posted 1/8/25*)
- VI. Old Business
  - a. Try Hockey for Free Sponsorship: Continue to work on this for next year and discussed potential sponsors. This will be a standing agenda item for now. A work group is being established to develop a sponsorship menu.
  - b. Long term planning: standing agenda items discussed.
- VII. New Business
  - a. Finance Committee report – Sam presented an update on BAHA's investment account. Andrew made a motion to approve the Finance Committee Report and Alicia 2nds the motion. Motion carries.



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- b. SSGD recommends disciplinary hearing for Bantam AA parent – Alicia makes a motion to proceed with the hearing as recommended, and Andrew 2nds the motion. The high school coaches will schedule a meeting with Bantam parents and players to discuss expectations.
- c. Referral of coach, parent, and player code of conduct violations to SSGD: Amanda will compose a document to assist coaches and managers when behaviour is at level that assistance from SSGD may be desired.
- d. Goalie Recruitment: Grant will work on a proposal for goalie recruitment, development, incentives. Plan to discuss at the next meeting.
- e. Board recruitment: Discussed the upcoming board elections and a succession plan. Chris will follow up with reminder emails to our membership regarding board nominations.
- f. Outdoor Rink discussion: The board notes that BAHA *only* sanctions practice at the Essentia Health Sports Arena and Dondelinger rink.
- g. Hockey Day Minnesota 2027: The board was updated regarding this announcement
- h. Golf fundraiser – establish date earlier this year: The tentative plan is 2<sup>nd</sup> week of July. Joe and Sam will work on establishing a date
- i. End of year party and awards. Events committee wants budget, date, pros and cons of last year's event/location. The Board discussed last year's event and outlined recommendations for this year. Joe will follow up with the Events Committee
- j. Request from the equipment manager: Request from equipment manager for lock on door to equipment room and receptacle for gently used equipment donations in the lobby. Sam makes a motion to approve up to \$1500 for the equipment room door and receptacle(s). Justin 2nds this motion. Motion carries
- k. Concessions at high school games: Andrew will follow up with athletic director regarding a way to get our DIBS workers past the front during high school games to work concessions booth without the price of admission.
- l. Hockey Director: Several members of the board will work on a job description
- m. Scholarship: The Brainerd Blueline Boosters has historically given up to \$3000 for graduating high schoolers who played Brainerd hockey. Joe makes a motion for BAHA to match this scholarship amount, and Andrew 2<sup>nd</sup> the motion. Motion carries

VIII. Comments and Announcement: none

IX. Adjournment – Motion to adjourn made by Sam, 2<sup>nd</sup> by Amanda. Motion carries.

Next Board meeting February 26, 2025, at 5:30pm

**Hockey Director Report 1.29.24**

**Submitted by Brent Potvin**

PDC Updates 1-29-25

-Compiled our list of projected players for the 25-26 season to be utilized for our March PDC meeting and projected teams and levels of play.



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-Started putting together an off season “to-do” list and items we want to look at, modify, change or implement for the 25-26 season.

-Currently working on a proposal for a fall squirt in-house league which would include pushing the tryouts for squirts back 5-6 weeks.

-Game counts and ice touches for Jan compiled and sent out to the BOD, PDC and head coaches.

-Currently working on an end of season plan for all teams not advancing to regions that would utilize our ice time for additional skills practices rather than typical fun, unstructured practices. For these practices, we would encourage all aging out players in their respective levels to participate with the level above. We are still in the process of working out all the details and should have something ready to roll out to the members at the completion of districts in mid-February. If our 15U or 12U teams advance to regions, we will have to come up with an alternate plan so those teams can get their practices in prior to regions.

-Working with the Moorhead girl’s coordinator to line up the required play in game to determine who gets the last seed in the North Region for the 15UA team. Looking like that game will be played Feb. 23<sup>rd</sup> in Moorhead.

	<u>Ice Touches</u>							
	Oct	Nov	Dec	Jan	Feb	March	Dist/Regio	total
BAA	19	26	28	28				101
BB1	18	25	31	27				101
15U	18	21	27	27				93
PWAA	21	19	24	26				90
PWA	14	21	25	26				86
PWB1	18	22	24	28				92
PWB2	17	21	23	27				88
12UA	17	25	29	23				94
SA	13	16	21	27				77
SB1	13	16	22	25				76
SB2	13	15	22	21				71
SC	11	15	23	18				67
10U	16	17	20	22				75

### Treasurer’s Report – 1.29.24

Prepared by Justin Jerve, Treasurer

Attached are the December financial reports.

Financial Performance Notes: Registration revenue is over budget, payment plans are complete and we are at \$211k vs \$191k budget. Pizza fundraiser revenue also came in over budget, \$95k vs \$87k. Pizza expense is under budget by about \$2k as well. Concessions revenue is behind last year’s performance to date and we should look into this further. COGS for concessions food and product is way over last year, yet revenue is down. We are currently at \$93k revenue vs \$131k budget (last year’s revenue amount) and expenses



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including wages and COGS are at about \$76k vs \$75k budget. Away tournament expense is over budget, partially due to paying for all Co-Op tournaments we will get partially reimbursed for from Little Falls, this has been mentioned in a previous report. Program equipment is over budget due to Weight Room improvements, this Dick's money was budgeted but budgeted across multiple other accounts at the time. Awards and Banquet is also over budget by about \$7k and that includes expenses from our Kick Off Party this fall that were not budgeted. Through 12/31/24 we are at about \$3k profit. The organization is in a good financial position.

### **Recruitment and Retention Committee Report**

Submitted by Amanda Ciesinski

Next meeting: TBD

1. BAHA has a \$500 credit remaining on the fee to hold tickets for the Mite/8U intermission scrimmage on 11/1/2024. As was done last year, head coaches will be entered into a drawing for game tickets using the remaining credit. Eight tickets are available. Two coaches will be drawn, each receiving four tickets to a game on 04/06/2025. Amanda will coordinate.

### **SafeSport/Grievance/Discipline Committee Report**

Submitted by Amanda Ciesinski

Last meeting: 01/15/2025

Next meeting: TBD

1. The committee would like to remind coaches and team managers to ensure that a locker room manager is always present in the locker room. Additionally, the committee would like to remind each team that locker rooms are available no more than 30 minutes before practice and one hour before a game.
2. The SSGD Committee has met several times this month to review allegations regarding Code of Conduct violations — specifically regarding the mistreatment of game officials. The committee wants to remind all members to observe BAHA's codes of conduct.
3. The committee met twice this month to review the following:
  - a. A special panel was appointed and determined that it was more likely to be true than not that O. Plested violated the Parent's Code of Conduct. The panel ordered a two-week suspension from all BAHA-sanctioned activities and a letter of apology to be written.
  - b. A special panel was appointed and determined that it was more likely to be true than not that J. Grecula violated the Parent's Code of Conduct. The panel ordered a one-month suspension from all BAHA-sanctioned activities.

### **Fundraising Report/CG 1.27.24**

**Submitted by Alicia Prahm**

- Charitable Gambling deposits for the month of December '24 were \$28,789.71 and Allowable Expenses \$19,796.53. Net profit before taxes \$12,400.62; and after taxes (\$6,356.82) for the month of December. Taxes were \$15,200.



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- No progress on OnSite implementation at Poncho & Lefty's. There will be a delay in this, likely implement in February-March, 2025
- Buffalo Wild Wings started paper pull tabs (dispensing machine) on 1/8/2025. E- gaming started 1/20/2025
- Hired and trained in a new gambling employee – Carmen Olson is our newest site manager. She will be visiting all sites 1-2x/week. This is shared responsibility with Colleen Larson, who has been working for us since implementation in June. Carmen will also be trained on running the Monday meat raffle for back up.
- Lease for Paper pull tab dispensing machine is \$250 per month. All leases are on a trial basis as well as a lease to buy. 90% of the lease payment goes toward the purchase of the machine. After the 30 month lease there is a balloon of \$4,245.00 that we can pay off or make into payments. We can buy at any point during the lease. If we continue to go this route, we will be paying \$11,745 for a \$10,995 machine (+\$750 for the lease to own option). We also pay \$90 per month for maintenance/cleaning (so cash and/or tickets are not getting jammed in the machine secondary to dust and debris)
- All initial documentation for required MN Gambling Control Board Compliance Review was submitted on our before 1/12/25, ahead of the January 14 deadline. No feedback yet.
- Site Inspection at Boulder Tap House 1/15/2025: 2 follow up items - 1 easy one which was to add permit number (in addition to license number) to all posters. The 2<sup>nd</sup> item involves money left on machines not equal to cash in drawer. Response to field agents was sent on 1/27/25 from AP. No follow up yet.
- Site Inspection also completed on 1/17/2025 at Buffalo Wild Wings (pull tab dispensing device), Grizzly's (etabs), and Grizzly's (pull tabs). No follow up necessary per site inspector.
- Approve expenses for February below:

Month	Allowable Expense	Requested	Spent
<b>Dec '24</b>	Rent to Sites	\$12,000	\$7,360.42
	Payroll & employee taxes	\$3,000	\$1,267.84
	Service & Supplies	\$4,000	\$95.00
	Inventory (gambling product)	\$10,000	\$2,821.99
	Accounting/legal	\$3,000	\$0.00
	Equipment	\$3,000	\$0.00
	E tabs, Ebingo, and Revenue sharing	\$15,000	\$9,687.55
<b>Jan '24</b>	Rent to Sites	\$12,000	
	Payroll & employee taxes	\$3,000	
	Service & Supplies	\$4,000	
	Inventory (gambling product)	\$10,000	



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	Accounting/legal	\$3,000	
	Equipment	\$3,000	
	E tabs, Ebingo, and Revenue sharing	\$15,000	

<b>Feb '24</b>	Rent to Sites	\$12,000	
	Payroll & employee taxes	\$3,000	
	Service & Supplies	\$4,000	
	Inventory (gambling product)	\$10,000	
	Accounting/legal	\$3,000	
	Equipment	\$3,000	
	E tabs, Ebingo, and Revenue sharing	\$15,000	

**Managers Committee Report 1.26.2025**

**Prepared by Steve Leary**

Continue to check in with Managers on a regular basis. The only chronic issue has been lack of locker room assignment for our female players at our home rink. I have included a team status report that I received from the managers as of 1/17/2025.



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As of 1/17/2025							
Team	Wins	Loss	Ties	Goals For	Goals Against	Goal Dif	
Bantam AA	12	22	1	109	167	-58	
Bantam B1	24	9	2	189	82	107	
PeeWee AA	5	21	0	101	167	-66	
PeeWee A	4	20	2	62	165	-103	
PeeWee B1	29	35	1	221	329	-108	
PeeWee B2	0	27	0	25	278	-253	
Squirt A	11	6	2	115	72	43	
Squirt B1	11	11	0	104	75	29	
Squirt B2	11	4	0	137	55	82	
Squirt C	11	5	1	105	53	52	
15UB	6	22	1	59	132	-73	
12UA	5	19	3	54	141	-87	
10UB	10	6	3	72	68	4	
							<b>Winning %</b>
<b>TOTALS</b>	<b>148</b>	<b>207</b>	<b>16</b>	<b>1353</b>	<b>1784</b>	<b>-431</b>	<b>42.05%</b>
Top teams at each level combined	34	71	4	384	537	-153	33.03%