



River Falls Youth Hockey Association

May 17, 2009 Board Meeting Minutes

Date: Sunday May 17th, 2009

Place: Wildcat Centre

Board Members: Mike Kealy, Tom Magill, Dan Briese, Marc Harer, Jon Benusa, Lisa Woiwode, Karl Erickson, Jesse Getzie and Kent Manglitz

Board Members Not Present: Tracey Laesser, Pat Dolan, Dave Buck

Notes taken by: Marc Harer

Meeting called to order @ 6:20pm by Tom Magill

Approval of meeting minutes from

Tom motioned to approve 4/13/2009 meeting minutes, Lisa 2nd motion – approved

HOCKEY OPERATIONS

- **Early Registration**
 - 67 skaters registered which is roughly half of the total association skaters. 14 of those registered are new skaters to the association.
- **Action Items**
 - **Marc** to follow-up with email to association on registration and opportunity for absentee registration through the end of May.

BUILDING OPERATIONS

- **Action Items**
- **Skate Sharpening**
 - Do we keep our own sharpener vs. having a service?
 - **Dan** will coordinate the review of a service for future board meeting.
- **Fire Hydrant**
 - Needs to be certified by River Falls Fire Dept. **Mike** to contact RFF to coordinate. Maintenance and Flushing required for certification.
- **Facility**
 - **Jon** and **Dave** to meet on Wednesday May 20th to review miscellaneous items
 - Parking lot sealing
 - Roof leaks
 - Gutters

- Electrical items

COMMUNICATION OPERATIONS

▪ Action Items

- Follow-up with email to association on volunteer committee positions
- Provide descriptions of committee positions to association.
 - **Lisa** to start with what she currently has based on org chart and **board** to fill in outstanding descriptions.
- **Marc** will be reviewing Policy Book and updating for review at next board meeting.
- Need to check into website calendar updates. **Marc** to get web administration access and tend to this item.

▪ Volunteer Committee's

- Circus
 - **Need Circus Volunteer Coordinator ASAP!** Doug Black has coordinated in the past but may not be available this year.
- RF Days
 - **Tom** will look into parade coverage
 - **Food Booth** coordinator still needed.
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▪ Website Events Calendar

- Not being updated with events

▪ Policy Book

- In need of updates and adjustments.
 - Fee's
 - Volunteer hours
 - Layout
- **Lisa** will contact **Jeannie** to have current Policy Book pulled from website and post a "currently under construction" message.
- **Marc** will be reviewing Policy Book and updating for review at next board meeting.

▪ Volunteer Positions

- Need to communicate committee's and position available to association members. Via spreadsheet with brief overview and associated hours.
- Combination of positions
 - Volunteer Coordinator and Concession's Coordinator
 - Ice Scheduler and Ice Sales
- Responsibilities for tournaments
 - Volunteer Coordinator holds ultimate responsibility with delegation/assistance to tournament coordinator.

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Jon motioned to consolidate **Volunteer Coordinator and Concession Coordinator (w/Full Hours)**, **Lisa** 2nd – approved.

FINANCE OPERATIONS

- **Treasurer Report**
 - **Dan**, report still about the same as previous meeting.
 - Financial recovery plan will needed soon as we review assistance options with creditors and others.
- **Fundraising**
 - Circus
 - Concessions need to be prepared
 - Purchase of popcorn, hot dogs, buns, condiments, etc.
 - Pre-preparation of items. What can be/needs to be started ahead of time?
 - Clean-up to be the Saturday following the event.
 - Kwik Trip
 - **Lisa** to draft email for **Marc** to communicate to association upcoming dates (May 30, 2009 and July 31, 2009) to order Kwik Trip cards.
 - Golf Tournament
 - Does Keith need any help this year?
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 - Pull Tabs
 - **Jessie** to have additional information for future meeting.
 - 2010
 - RF Days Softball beer sales may be an option for the association.
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- **Ice Sales**
 - **Mike** to contact Keith Van Dell to discuss rates for ice and potential increase.
 - Does the cost of our ice time per hour cover our expenses?
- **Insurance Update**
 - Tom shared that coverage is intact and hard copy of policy/forms should be received soon.
- **HS Contract**
 - Discussion of the addition of a locker room fee for high school players which keep gear at the Wildcat Centre.
- **State Tournament Bid**
 - Tracey has submitted request for a level which our association does not currently have.
- **2010 – 2011 year**
 - Registration fee's increase?
 - Calendar Raffle considerations.

OTHER ITEMS

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NEW ITEMS:

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Next meeting is 6pm Sunday, June 14th, at the Wildcat Centre. This will be a special session in relation to the Circus, Advertising and RF Days.

Next Board Meeting is 6pm Sunday, June 28th, at the Wildcat Centre.

9pm Jon motioned to end meeting, Marc 2nd motion - approved