Park Rapids Amateur Hockey Association

Board Meeting Agenda

Date: April 25, 2016

1. Call to Order: By: Norita Time: 6:02 p.m.
2. Agenda Approval:

Approval of New Board Members: Brent H/Norita/Passed

Approved new members:

 Pete MacPherson – President

 Norita Smith – Past President

Brent Swanson – Vice President

Brent Hagen – Director of Facilities Management

Responsibilities include: Building Committee; Equipment; Skate Sharpening

Shaun Pike & Blake Johnson – Director of Administrative

Responsibilities include: Website (Heidi Kruchowski will assist); Tournament Director (Dave Hillukka & Bryan Hanson have offered to assist); Team Managers; Registrations & Billing (Kathy Melvin assists); Sign Sponsorship Website & Walls; Team Sponsorhip

Jeromy Meier – Director of Staffing/Operations

Responsibilities include: Concessions; Arena Operations; Scheduling; Officials

Laura Pike – Secretary

Nancy Mitchell – Treasurer

Matt Henry – Director of Hockey Development

Responsibilities include: Recruiting & Retention; HDC; ACE Coordinator; High School Liason (?)

Rosy Hjermstad – Director of Capital

 Responsibilities include: Fundraising Committee; Grant Writing

1. Approval of Regular Secretary’s Minutes: Brent H/Nancy/Passed
2. Director’s Reports
	1. Executive – Approval of board and definition of each director position
	2. Treasurer
		1. Had to cash five checks (one that was cashed had a stop payment on it) for work hours.
		2. Coaches reimbursement – who is going to get reimbursed and who isn’t. All rostered coaches are reimbursed. Non-rostered coaches were not reimbursed last year. Clear, consistent language needs to be added to the policy book. Two non-rostered coaches were not reimbursed and thought they were going to be. They will be reimbursed and then a policy will be added to the book. To become rostered you must contact the registrar – MN Hockey Association/USA Hockey rules need to be followed. Background checks and safe sports need to be completed prior to getting on the ice. \*Wordage – Only rostered coaches will be reimbursed for coaching classes following board approval.
	3. Facilities Management –
		1. Theft – concessions (money) and locker rooms (money and equipment). Deposit box has been purchased. President and treasurer will have the only keys. Will be purchasing a second deposit box to hang downstairs as well.
		2. Security - West Central for camera system would record for a month. Cost to purchase is $3466, or $1000 install fee and $73.70 per month to lease the equipment with a three-month commitment (two outdoor bullet cameras facing locker rooms, above Zamboni door, one above concessions, one at front entrance, upstairs seating area). Motion detecting filming. Reduced rate with agreement that they can put up signs. Expandable up to 16 cameras. Will be getting estimates from Arvig. Should we have a camera facing the outside ice? Are we liable if someone gets hurt on the outside ice?
		3. Skate sharpening room – only those who are trained to sharpen skates will have a key to this room. Dion will train anyone who is interested in learning how to do this. Would be ideal to have 1-2 people from each time team know how to do this. Will be included in registration this year. Each player will have a card for sharpening. Skates cannot be sharpened unless there is a card or $3 in the skate. Registered kids are free, anyone else is $3. The cabinet will be re-keyed, only those trained to sharpen will have a key, and Nancy will also have a key.
	4. Staffing –
		1. Ed, Garret and Mike are coming back.
	5. Administrative –
		1. Registration is all to be paid on line. October 1st is the deadline, unless it is a new player. If registration is completed after October 1st, there is a $100 late fee.
	6. Capital –
		1. Rosy sent out an email, but unable to read. Will ask to have it re-sent.
		2. Five families still owe for fundraisers. She is invoicing these families.
	7. Hockey Development –
		1. R&R meeting on Wednesday night.
		2. HDC meetings will commence after an ACE coordinator is appointed.
3. Old Business

Boys Varsity Contract Meeting: An evaluation of the boys’ varsity program was held on April 13 at the high school. Was brought up to John that there may be a conflict of interest with Clayton representing the district with a player on varsity – John didn’t feel it was an issue. Transportation – Looking for ways to decrease the cost.

Dion’s questions to Pete at this meeting:

1. About his return, he is staying. His mom was sick and at that time he felt he should be with her, but he has decided to stay.

 2. Numbers – there was talk about moving Bantams up, but the numbers are good. The only way he would take a Bantam player up would be if the player would be a first line, but there is no plan to move any Bantams up to varsity.

3. Pee Wee parents – why were only a few of the Pee Wee players invited to dry land practice with varsity. Pete said this did not occur, as it was an intense practice and they would not have been able to keep up. At the end of the meeting Pete received a text from Clayton saying that they did practice dry land with varsity, but they paid their money and it was word of mouth. John reported to Norita that someone from Wadena was here for this volunteer dry land, and there was a fee of around $200. This was taking place in the PRAHA facility, but the board was not aware of this.

 a. These types of opportunities should be offered to all team members.

b. There needs to be something in place for the person that is doing the coaching, as we are liable if this taking place in our building.

Walker Meeting – Review Bantam Session:

* Last year at season end Dion and Norita spoke with Bantam coach and a couple of board members. Would like both boards to get together to review the season, how things went, and to get to know each other. Come up with a date/time/location for meeting with their board – Norita, Pete, Brent H. and Shaun will attend the meeting. Potential dates: April 29, May 11, May 12. Norita will see if any of these nights will work for Walker.
1. New Business
* Figure Skaters: Would like to discuss their contract and some things they would be interested in changing. Need to discuss budget/ice time. They will be at the next meeting. Price will remain at $120/hour.
* Old Timers: If they are using the ice, they need to pay as well. Someone will need to be here to collect money and get it to Nancy.
* Pete will be sending out a document from public skills training regarding running an effective board. We will review this at the next meeting.
* Positive Alliance – workshops for coaching, leadership, players, and parents. MN Hockey has a limited number of $1000 grants. The cost of the program is $1300. Norita will call and find out if we need to register for the class to move forward with the grant process. Will move forward with grant process if we don’t have to commit to the workshop prior to applying for the grant.

Positions to be posted:

* ACE coordinator
* Equipment Manager
* Concessions
1. Next meeting date is: May 9, 2016 at 5:30 (meeting time moved up due to band concert this evening)
2. Adjournment: M/S/P: Norita/Brent H/Pass Time: 8:24 p.m.