PRAHA Board Meeting Minutes

Date: 11/13/2017

Call to order: Norita at 6:02 p.m.

Approve minutes: Brent/Nancy/Passed

Approve agenda: Nancy/Brent/Passed

Board members present: Laura, Nancy, Norita, Brent, Jeromy, Greg

Others present: Jessica Jensen, Kelly Shepersky, Dez May

Directors’ Reports:

* Executive
	+ Plaque pricing
		- Mary Lehrke gave Norita some plaques from her boys that she would like to put on the board in the lobby, and she would like to know what the cost is to put the plaques on the board.
			* The board needs to determine a price for this. This will be discussed and set at a future meeting.
	+ Gate fees
		- Will remain the same. This is set by the high school.
	+ Bylaws
		- Will be addressed at a future meeting.
	+ Change policy book
		- The board will make some expectations for concessions manager, equipment manager, fundraising, rink staff, scheduler, etc. for them to give reports to the board, and the expectations of their position.
	+ Exempt positions
		- The scheduling position should be an exempt position. It is currently not listed as an exempt position.
			* Motion to approve: Brent/Jeromy/Passed
* Treasurer
	+ Approve treasurer’s report: Brent/Laura/Passed
* Facilities Management
	+ We lost Freon again on Saturday. Graham Refrigeration was here to fix this on Saturday. The new condensers are here, but they cannot replace them until the outside temperature is cold, as the machine will be shut down until they are replaced. Brent is going to contact them to get a date set for this.
	+ Locker room lock box is here. Keys need to be made. Nancy got the key from Brent. She will get extra keys made.
* Staffing
	+ Concession: Chris Burlingame wanted us to vote yes or no on the punch cards for the concessions. The board votes no.
	+ First Responders have agreed to cover all of the Park Rapids varsity games and tournaments for the dates that Angel cannot make it.
		- The association typically makes a donation to the First Responders. Jeromy will discuss this with them to make sure they are still okay with this.
	+ There needs to be a procedure for when people/entities rent ice. The scheduler needs to be notified, and checks need to be submitted. Jeromy will compose a rental agreement for the rink staff to use for ice rental. Signed agreement and rental check will be put in the drop box.
* Administrative
* Capital
* Hockey Development
	+ Approve managers
		- Mites manager: Jessica Jopp & Jessica Jensen
		- Squirts manager: Megan Hafner
		- Peewees manager: Kelsey Sharp
		- Bantams manager: Heidi Pachel
		- Girls’ Varsity manager: Kathy Henry
		- Boys’ Varsity manager: Krista Hesby
			* Motion to approve managers: Nancy/Jeromy/Passed
	+ Approve player movement
		- Mason Hayes approved to move to Bantams: Brent/Greg/Passed
		- Tahliya Little approved to move to Squirts: Brent/Greg/Passed
	+ Number of games
		- Some of the peewee parents are asking how many games between district and non-district games
			* Greg’s recommendation is that the parents discuss the non-district games with the coach and/or manager if they have concerns.
	+ Student coach session
		- There is a student coach session being held on Wednesday, November 15 at 5:00.
* Hockey Outreach
	+ Jessica Jensen
		- Facebook – Facebook has been huge for promoting R&R events. There are three contributing members to the Facebook page (Jessica Jensen, Heidi Kruchowski, and Clayton Hoyt). There have been some articles and pictures posted, and messages sent to the Facebook page that Jessica is getting questions about the posts and responses people are getting.
			* Greg and Jessica are going to ask Clayton for admin rights to the Facebook page.
		- We are a part of the Chevy youth hockey program. The swag arrived today (hockey puck, water bottles, t-shirts, etc.). We also get a $500 check. There is also a test drive promotion – if we have 25 test drives the association can be awarded another $500. Jessica will promote this.
		- Gear Up MN and Pass the Puck – grants that Jessica will be working on.
		- R&R has a few events that they are going to make an annual thing (ex: Spooky Skate).
		- Jessica is getting a lot of questions regarding the difference between Rink Rats and a regular practice. Currently she is telling people that Rink Rats is free and less structured.
			* Jessica has been doing some research and feels we would be better served to do four-week programs (ex. Intro to Skate, Intro to Hockey, etc.)
				+ Rink Rats will be on November 18, December 2 & 9. The Try Hockey for Free event is on March 3. This will be updated on the website and the calendar.
				+ Next year we will try to offer two four-week sessions – one Intro to Skate and one Intro to Hockey.
* Gaming
	+ Revenue went down in the last two months. There was a loss of $45 in September and $180 in October.
	+ Foxy’s did 4 tip boards last month.
	+ Balance is higher than it was last month.
	+ Accountant did bill for the audit already, which was more than was anticipated.
	+ Kelly needs to be reimbursed for hotel, mileage, and class she attended.
	+ The Barn will be keeping the boxes, the machine will not be put in the bar. The owner is not willing to take a cut in the percentage he makes.
	+ Kelly learned that to be in compliance with gaming regulations there needs to be 13 members eligible to vote on gaming matters. Our bylaws state that any member of the association is an eligible voter, which keeps us in compliance.
	+ Shai still has some played games at her house that need to be put into storage, and keys to the rink and gaming storage room for the rink. Dez and Kelly will make arrangements to get these items from Shai.
	+ Kelly burned all of the old boxes that they no longer needed.
	+ Approve gaming report:
		- Brent/Nancy/Passed
	+ Mark Carlstrom was contacted by Norita regarding helping with the spaghetti dinner. He said he would be willing to help and teach someone new, as his son is a senior this year and someone else will need to take this over next year.

Other:

* Figure skaters pictures are set for Wednesday, February 7 starting at 3:30. They use the board room for this. They also need a locker room starting at 3:30 to prepare for pictures.
* Norita will contact the figure skaters – the association needs a copy of their insurance.
* Founder’s Award – we start advertising for this around this time of the year. Nancy will contact the web master to have this put on our website, this can also be put on the Facebook page.
* District 15 stated that they sent us a check last spring. Nancy never received this check. Norita will contact District 15 about this again.

Next meeting date: 11/27/2017 at 6:00 p.m.

Adjournment: Brent/Greg/Passed at 8:35 p.m.