



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

BAHA BOARD OF DIRECTORS MEETING

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

Date of meeting: 11/29/2023

Time: 5:30PM

Essentia Health Sports Center

In attendance: Grant VanWyngaeren, Joe Winegar, Justin Jerve, Alicia Prahm, Steve Leary, Chris Wallace, Larissa Sullivan, Andrew Murray, Chris Velasco

- I. Call to Order – At 5:34 by Grant
- II. Good News =/< 5 minutes
 - a. Charitable Gambling work is underway and has had some success in securing sites.
 - b. Pizza fundraiser is done and ahead of budget!
 - c. Social media doing a good job of tagging our sponsors and giving them credit for sponsorship.
- III. Approval of Meeting Agenda – Motion to approve by Steve, 2nd by Joe. Motion carries.
- IV. Approval of Consent Agenda which includes the below items. Motion to approve made by Chris, 2nd by Joe. Motion carries.
 - a. Concessions report (*nothing to report*)
 - b. Hockey Director's report (*see attached*) – Hockey Director at 6:45PM
 - i. Player Development Committee and In-House sub-comm.
 - c. Treasurer's/Financial report (*see attached*)
 - d. Recruitment and Retention Committee report (*nothing to report*)
 - e. Alumni Committee report (*nothing to report*)
 - f. SafeSport/Grievance/Discipline Committee (*see attached*)
 - g. Fundraising Committee report (*see attached*)
 - h. Volunteer Committee report (*see attached*)
 - i. Executive Committee report (*nothing to report*)
 - j. Finance Committee report (*Balance sheets provided by Treasurer*)
 - k. Marketing Committee report (*see attached*)
 - l. Events Committee report (*see attached*)
 - m. Team Managers Committee report (*see attached*)
 - n. Meeting Minutes (final electronic approval 11/14/23)
- V. Old Business
 - a. Dicks Grant – The Board reviewed budget submitted for Dicks Grant. There was a discussion about arena improvements portion of the grant. Motion was made to add door to the Civic arena boards, up to \$8000 by Steve, 2nd by Chris. Motion passes. Alicia made a motion to approve \$2500 for bleacher repairs, 2nd by Chris and motion passes. Chris made a motion for \$8000 for locker room improvements, 2nd by Alicia, this does *not* pass. Motion then made by Andrew to table this locker room motion until after locker room tour, then follow up with electronic vote. This was 2nd by Chris. This motion passes.
 - b. Arena contract – Joe, Steve, and Justin met and reviewed the proposed arena contract. Notes have been made and plan to return to Foundation for further discussion. One pending issue is



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BODs receipt and review of our current USA Hockey insurance policy, which has been requested. Plan for one final review of the arena contract, and then back to the Foundation.

- c. Quarterly meeting with the Foundation – Plan for meeting with the Foundation mid-January. Grant and Alicia to schedule this.
- d. BAHA Handbook – Joe will have a rough draft to present at the Jan 3 meeting with the updates

VI. New Business

- a. Charitable Gambling proposal – Alicia made a motion for BAHA to use Charitable Gambling as a source of revenue for our organization, Steve 2nd the motion and the motion carries. This proposal includes funds for a dishonesty bond on the gambling manager. The bond has been quoted as \$250 over 3 years.
- b. Addition of Chris Velasco to BAHA bank accounts – Justin made a motion to add Chris Velasco to the BAHA bank accounts, and Joe 2nd this motion. Motion carries.
- c. Review current insurance and get Gambling Manager bond – Interest has been expressed by several Board members to review our current insurance coverage and adjust as necessary. Further information needs to be collected before discussion can follow. Amanda has requested USA Hockey policy for further review. Alicia has collected existing Workers Comp policy. This will be added to the next agenda.
- d. Request for DIBS forgiveness – The Board reviewed a request from a BAHA family regarding challenges that the family faces in fulfilling their DIBS hours this year. One parent from this family has already contributed time on the ice. Andrew made a motion to approve DIBS forgiveness for the year, and 2nd by Chris and motion carries.
- e. Concessions contracts – Pepsi representative brought to our attention that we have a contract that limits the concession stand to Pepsi beverages, exclusively. On further review, we have gotten our rebates up to this point, but do not anticipate any rebates moving forward given that we are not meeting our purchase minimum. Pepsi is willing to negotiate the contract and allow other beverages in our concessions stand. The Board noted that the concession stand has clearly been busier. There are 5 vendors total, 3 beverage and 2 food. Chris makes a motion to forego the Pepsi rebate and Andrew 2nd. Motion carries.
- f. Other Concession items - The Board was made aware that funds provided by Pepsi for signage in the arena were mistakenly credited to BAHA, instead of the Brainerd Blue Line Boosters. Motion made by Joe to reimburse the BBLB \$3500 for the Pepsi signage, 2nd by Chris. The motion carries.
- g. Tournament concerns – Some concerns voiced about rink not being cleaned during the weekend, garbage's not emptied, etc. The Board plans to send a letter to the Foundation regarding these issues. Steve and Grant will follow up on this item.
- h. First Aid video, or other training – Plan to create a video of what we have on hand and basic first steps. Alicia to follow up with Dr Henson and review our current supplies.
- i. Events Committee – purchase of fire pits request. The Board is concerned about the amount usage, where would we store, hazards, etc. The Board would want to hear more about these concerns, and the amount of anticipated use, before a vote.

VII. Comments and Announcement – Pat Pelzer has resigned as the in-house coordinator.

VIII. Adjournment – Motion to adjourn made by Grant at 8:03, 2nd by Chris. Motion carries.



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Next Board meeting date *changed* to January 3 at 5:30P.

Committee Reports

PDC Updates 11.29.23

Prepared by Brent Potvin, Hockey Director

- Finalized 15U roster once the HS tryouts were completed
- Have met with or talked on the phone with 3-4 parents who have expressed some concerns. The issues have been addressed and dealt with.
- Some committee members will be attending practices this week to observe and provide feedback as to how the practices were run and ideas for improvements.
- Met with the in-house committee to finalize move-ups, rosters, warrior cup league and will be meeting this week to finalize team selection.
- Have 4 coaches outside the mite level coming to evaluate the mites this week. The mite coaches have requested some help in evaluating kids for the Wild team.
- Helped make a to do list for the Mite home jamboree. As of now, everything is on schedule and moving along earlier than years past.
- PEP plans sent out for the month of November. We continue to utilize Monday nights as our PEP nights which has been going well thus far.
- I will be sending out a mid season evaluation form to all of the coaches in the next week or so. It will be recommended that every player be given a mid season evaluation and sit down with 2 or more coaches to discuss the players season progress thus far and to give feedback on areas they are doing well in and areas that need improvement.
- We will be having a coaches meeting in early Dec. to cover the following topics, practice planning and the importance of getting those plans out early, skills night group structure, PEP nights, scheduling extra games and age appropriate learning. We are also trying to set up part of the meeting to have a guest speaker (hoping to get Joey Frazer) to talk to our group about the topics above.
- We are continuing to monitor ice touches and game counts for this season and continue to work with Pete to make sure everyone is getting to the game counts we have sent him.

Treasurer's Report – 11.29.23

Prepared by Justin Jerve, Treasurer

Attached are the October financial reports. In the last month, our new Hockey Operations Coordinator Chris Velasco was hired and began helping with bookkeeping duties for the Association. This has been a big help. During the 11/29 Board meeting, it will be requested that he gets added to BAHA Bank Accounts so he can help me and Grant with deposits and purchases for the Association. Pizza Fundraiser is complete and looks to be about \$12k over budget and surpassing last year's gross revenue amount as well. That will be reflected in the November financial reports. Payment plans continue through December 1, so finals there will be reflected in January. Dick's donation of \$75k has been received and deposited into our operating account as donation revenue. The association is in a healthy position financially.

Safesport/Grievance/Discipline Committee 11.27.23

Submitted by Amanda Ciesinski

Last meeting: 09/21/2023

Next meeting: 11/28/2023



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1. Amanda has confirmed with MN Hockey that Locker Room Monitors must be physically present in the locker room at all times; this includes early morning practices for teams using the shower facilities. MN Hockey has acknowledged that the following practices are permissible during the use of the shower facilities: 1.) use of swimsuits, 2.) hanging or installing a curtain in which LRMs are to be seated behind 3.) not permitting the use of shower facilities to any player. Feedback received from coaches was that shower facilities should be provided to players practicing before school. Committee members will continue discussions with the arena to determine the feasibility of installing a curtain in the locker room.
2. Following an incident involving a game official at an away tournament, M. Featherston waived his right to a hearing under MN Hockey's Bylaw 10. This parent has been indefinitely suspended from all BAHA-sanctioned activities pending a reinstatement hearing to be held no sooner than 30 days from October 30, 2023. Furthermore, Mr. Featherston will not be eligible for reinstatement until he issues a letter of apology to the game official he confronted following a game on Saturday, October 28, 2023.

Fundraising Report – 11.29.23

Prepared by Justin Jerve, Fundraising Chair

The Fundraising Committee completed the Pizza Fundraiser in November with many hours logged counting pizza orders, and then getting the pizzas to families on delivery night 11/21. A few families still need to be invoiced for the buyout but we already look to be about \$12k over budget and also slightly over last year's gross revenue for this fundraiser to date. We sold 7151 pizzas this year and the top sellers were 1. Dobis Family 178 pizzas 2. Bjerkness Family 156 pizzas 3. Joya Family 132 pizzas. Their prize money will be mailed out this week. Raffle packet turn in is last week in January and the date of the raffle drawing is 2/19/24.

Volunteer Committee 11.27.23

Prepared by Ashley Camcosci

DIBS have been posted for concessions through the end of December. We will begin working on January for practice nights.

Social Media/Marketing Committee 11.27.23

Prepared by Alicia Prahm

The season is underway, so team updates are posted to social media as provided by team managers and other parents. Social media committee is working to tag all sponsors and give credit for the sponsorships. The Cub Foods donation was secured, and then Cub Foods thanked on Social Media.

High school games are starting, and BAHA car decals at the h.s games will be identified, posted to social media, and prizes awarded.

Events Committee 11.28.23

Prepared by Shae McKibbin

Kick-Off party for the high-school girls tonight and people seemed to have a really good response. The food truck and music/fire pit outside were something just fun and different that a lot of people thought were really cool! The little girls loved the sign-making station although I'm not sure if any of them actually held them up or just loved making them!

Anyway, we got a few things figured out and will do the same thing on Thursday for the boys.



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We were wondering if we could get approval to purchase a couple fire pits to use at games to come? We used one of the Event Committee's pits tonight but thought it'd be cool to have 2-3 of them going.

Managers Committee Report 11.28.2023

Prepared by Steve Leary

An email to all team managers was sent out on Sunday, November 25th to check in and ask for any feedback or if anyone had any questions or issues. No one responded but I did speak to one team manager at the rink. Concerns about cleanliness of arena and bathroom were shared along with stalls in the women's bathrooms not being able to be latched. Concerns were also shared about number of DIBS shifts families are required to work due to having multiple kids in the association. A concern was also shared about what happens if families don't claim or show up for their DIBS shifts.