

West Fargo Hockey Association Board Meeting

Board Meeting Minutes: Monday, December 16, 2019

6:00 PM West Fargo Sports Arena, West Fargo, ND

Board Members:

Present: Joel Honeyman, Josh Benson, Jareb Raan, Shana Wilson, Ryan Endres, Corey Moos, Brad Saville, Desirae Holum, Anthony Houkom, Brent Kuehne, Eric Nelson,

Absent: Rob Otterson

Others Present:

Gaming Manager: Jason Campbell

Business Operations Manager: Julie Fraser

Members Present:

Kristen Cigelski, Trista Koziol, Curt Mathias

PROCEEDINGS:

Meeting called to order at 6:00 p.m. by President Joel Honeyman.

Minutes Approval

Motion made by Nelson to approve both the 11/18/2019 board meeting minutes. Seconded by Kuehne.

Financial Report

Jareb Raan

Raan reported financials to be on pace for budget, with plans to present mid-year checkpoint at February board meeting. Gaming reported positive results during most holiday seasons and expected the same for this year as well.

Hockey Operations Update

Ryan Endres

Endres reported positive results for many travel teams, most recently two tournament wins and one second place the weekend prior. Also reported travel teams obtaining blue socks on their own for away games, which had been a problem for some members. Board agreed that Hockey Operations would make a final decision about current teams and push out communication this week. Official policy for alteration of association jerseys equipment needs to be made before the next season.

Honeyman asked that Hockey Operations tracks team performance (wins, losses, tournament placement) year over year going forward.

Membership & Recruitment Update

Desirae Holum

Holum reported positive change in the Membership role with the addition of the scheduler on each team, which often catches errors in dates, times, locations, etc. in enough time to make the corrections.

Reported team managers have all player photos and Pins were being delivered and distributed at the end of this week (for Girls and Squirt International, along with members wishing to partake). Holum felt the communication tree was working about 80% of the time, which has contributed to faster issue management and more effective communication overall.

Endres requested that Holum create process to track travel hotels and make future blocks based on those reviews (both positive and negative).

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| Compliance Update | Brad Saville |
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Saville reports a few issues, some with kids and some with parents. Specific issues cited were thefts from locker rooms, bickering between parents, box rules not being followed, etc. Saville has noticed a decrease in complaints about bullying and locker room issues, which could be attributed to the coaches in the locker rooms. Honeyman reiterated to the board that all membership complaints must follow the compliance processes. Saville continues to track all issues, big and small, that he is made aware of.

Kuhn Enters.

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| Angels Update | Joel Honeyman |
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Honeyman reported that he, Benson, Houkom, and Gregoire attended a meeting with NDAHA, Fargo Freeze, and Fargo Angels again regarding the Angels full affiliate status request. Angels continue to propose that all parochial players would be required to play for the Angels, but WFHA continues to hold our position that kids should have a choice. Bob Bye, NDAHA Southeast District Representative, requested a formal written position from WFHA. This previously was not completed as discussions were ongoing, but Honeyman submit to the NDAHA this week.

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| Refund Policy Modification | Brad Saville |
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Saville presented an adjusted Refund Policy due to the current policy being too vague for both the membership and staff. Discussion determined that the current Scholarship Committee would also support the association with oversight of the Refund Policy, giving support to the staff with policies, procedures, etc. required to manage this plan. Scholarship/Refund Committee is made up of Vice President of Hockey Operations, Director of Membership & Recruitment and Treasurer.

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| Blood Drive Update | Julie Fraser |
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Fraser, Business Operations Manager, presented blood drive results of 71 donors, which would be 12% of membership. Vitaliant reported normal participation is 3-5% so great results for WFHA. After t-shirt purchase, WFHA made \$110 on the event. Additional t-shirts are remaining and can be sold or used for future blood drive, which Fraser would recommend due to the positive PR.

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| Limit of Authority | Anthony Houkom |
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Houkom had presented Limit of Authority document to the board via email prior to the meeting. Honeyman asked the board to review and volley questions, comments, concerns via email prior to the January meeting when the policy will be voted on.

Advertising Update**Brent Kuehne**

West Fargo Park District required all banner advertising be removed from Vets Arena to allow for a review of the advertising authority of WFHA. Current contract between WFPD and WFHA refers only to dasher boards, which WFHA is billed \$50/board for installation. Kuehne reports that Jamie Olson, Veterans Memorial Arena Manager, was told to work with WFHA on the installation originally, but the WFPD Board would like to review again at their January 2020 board meeting. Both Bremer Bank and Gateway Chevrolet have been notified of this issue and Kuehne will continue to work with the businesses to resolve the issue.

Cash on Hand Policy**Eric Nelson**

At a prior 2019 board meeting, Nelson was asked to review and make recommendations to the board for a Cash On Hand policy at each gaming site. Nelson reported that creating a policy for this specific is difficult as it varies by site, game, etc. Jason Campbell confirmed that our paperwork backs what we are doing at each site. After board discussion, it was agreed that no action will be taken on this matter as policies and procedures already in place to cover original intent.

New Gaming Site Request**Eric Nelson**

Nelson reported that a new gaming site in West Fargo has requested transition from their current gaming partner to West Fargo Hockey Association. Nelson made a motion to allow Campbell to move forward with site as a new site for WFHA, allowing Campbell to negotiate the purchase of the current gaming equipment if the party would be interested. Site name will be announced once contract negotiations are finalized. Seconded by Endres. Approved by all and passed without dissent.

WFHA Social Media Representation**Shana Wilson**

Wilson reported players and teams within WFHA have created social media accounts citing "Official Account of..." or "Home of..." Review of these accounts shows no malicious intent or negative interaction, but prevention of misrepresentation needs to be clarified and addressed. It was agreed that current accounts need to be located, reviewed and notice to go out to these individuals to have their profiles updated. As Otterson is responsible for Social Media on behalf of WFHA, he will be tasked with taking appropriate action on these accounts and communicate to the membership.

Jersey Replacement Policy**Shana Wilson**

Handbook currently states *"Players who do not turn in their game jerseys and practice jerseys at the end of the season will be billed \$100 per game jersey and \$50 per practice jersey to replace."* Wilson asked that the policy be updated to reflect in-house game jerseys and jersey that will no longer be able to be used due to miscare. The policy would state *"Players who do not turn in their game jerseys at the end of the season or whose jerseys require replacement due to miscare will be billed \$100 per jersey to replace. Players who do not turn in their in-house or practice jerseys at the end of the season or in-house or practice jersey require replacement due to miscare will be billed \$50 per jersey to replace. Normal wear and tear will be determined by the Director of Facilities & Equipment."* Board agreed to clarification of policy.

Motion to adjourn the meeting made by Honeyman. Seconded by Benson. Meeting adjourned at 7:24 pm.

Board of Directors

Joel Honeyman, President

Jessi Kuhn, Past President

Josh Benson, Executive Vice President

Jareb Raan, Treasurer

Shana Wilson, Secretary

Ryan Endres, Director of Hockey Operations

Corey Moos, Director of Tournaments

Brad Saville, Director of Compliance & Safe Sport

Desirae Holum, Director of Membership & Recruitment

Anthony Houkom, Director of Business Operations

Brent Kuehne, Director of Facilities & Equipment

Rob Otterson, Director of Communications & Marketing

Eric Nelson, Director of Fund Raising & Gaming

Next Board Meeting: Monday, January 20, 2020 at 6 p.m.