

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Raven Stream Elementary
Wednesday, April 19th, 2023, 7:00 P.M.

In the interest of allowing additional time for outgoing Board members to transition their duties to incoming Board members, this meeting date was pushed out to the third Wednesday of the month. This change was decided and communicated to the association (via email and updated on the NPHA website) several weeks in advance.

Meeting called to order at 7:00 p.m.

ATTENDANCE:

NPHA Board

Interim President	Aaron Lindholm	present
Vice President	Jason Olson	present
Secretary	Miranda Vertnik	present
Treasurer	Ben Jones	present
Interim Director of Operations	Mike Westing	present
Communication Director	Jess Snyder	present
Board Member at Large	Kirk Crabb	present
Interim Board Member at Large	Tony Robles	absent
Interim Manager Director	VACANT	

Tony informed the Board this afternoon that he would be unable to attend the meeting due to an unexpected change in his work schedule. Miranda made a motion to excuse his absence, which was seconded by Jess. Motion carried 7-0 (with one Board Member absent).

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Manager	Nate Borwege	present
Ice Time Coordinator	Tyler Kienow	absent
HDC Coordinator	Tim Applen	present
Volunteer Coordinator	Aimee Bombardo	absent
Concession Stand Coordinator	Ashley Lindholm	absent
Mite/8U Coordinator	VACANT	
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	VACANT	
Sponsorship Coordinator	Hollie Weckman	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	absent
Recruitment & Retention Coord	Brandy Rife	absent

Others present: N/A

I. REPORTS

1. **Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for March 2023 with the Board on March 27th. There were no revisions suggested by any Board members. A motion was made by Jason to approve the March 2023 Meeting Minutes, which was seconded by Ben. Motion carried 7-0 (with one Board member absent). Miranda will post the March 2023 Meeting Minutes to the NPHA website.
2. **Treasurer's Report (Ben Jones):** Ben sent out the March 2023 Treasurer's Report to the Board prior to the meeting. It was noted that we still need to approve the February Treasurer's Report as this was not done at the last Board meeting as we had a follow-up question for Jon Beckius (former NPHA Treasurer) who was unable to attend the meeting last month. Aaron indicated that the group would need to review the February report once again and a vote to approve will be held via text or email before the next meeting. Miranda will forward Jon's email with the Feb report once again to the Board. Aaron and Ben will work together to gather information about how data is entered into the various line items of the Treasurer's report to better understand how this will be processed when we begin our budget sessions for the upcoming season. Ben reported that he is getting acclimated to the new role and that he is working to obtain live online access to the bank account and is waiting to receive a checkbook for the account. He noted that he has full access to the NPHA treasurer email. Our new SportsEngine representative reached out recently and offered to meet with Board members to go over features of the platform, Miranda suggested that Ben meet with the new rep as this may be helpful. Aaron will forward that email to Ben. The only report missing from the March Treasurer's Report was the Bank Reconciliation document, Ben will send this to the group and then a vote to approve the report will be held at a later date.
3. **Gambling Report (Nate Borwege):** Nate shared the February & March 2023 Gambling Reports at the meeting. Nate reported that the gambling account made just shy of \$52k net from raffle calendar sales and that all raffle prizes have been sent out. They issued \$20 checks to those who won the Carbone's gift cards since the establishment has dropped the Carbone's franchise. The restaurant is set to re-open in May under a new name – there will not be any gambling income generated there until we can resume gambling when the new filings with the state have been completed. Overall, the gambling program did very well this past year and will be ending with additional carry-over money compared to usual – this will be good as the gambling program may be able to pay ice bills earlier in the season than normal. Since we plan to have some off-season ice events, this extra carry-over will be a good thing. Still no updates on the status of the Rusty Spoke. It was reported that there was some missing pull tab money at Fishtale – they have addressed the issue and the missing funds were subtracted from the rent fees. We will post the Gambling Manager position once Nate has had a chance to finalize the position description. We hope to have someone shadow Nate this full season. Miranda made a motion to approve the February & March 2023 Gambling Reports as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Jess. Motion carried 7-0 (with one Board member absent).

II. OLD BUSINESS

1. **End of the Year Survey Results:** The end of the year survey was sent out to the membership this month and was left open for one week. We received a total of 156 responses. We reviewed themes that came up in the surveys. Overall positive feedback about Butch, xHockey, & Mega. Some coaches were identified specifically in feedback for their coaching – both positive and

some negative. Responses will be shared with the HDC. Some folks asked to be contacted about their survey responses, Jess and Aaron will work on that.

2. **Beer Bash Updates:** The end of the year Beer Bash fundraiser was held on Saturday, March 25th. The event had less attendance this year than last, we need to do more to promote the event. Amber has the cash from the event and will be giving this to Ben. The silent auction was only in-person, we need to hold the auction online again so that more members can participate. The online auction platform fees are worth the expense. We may also want to look at changing the venue next season, Aaron suggested we consider Creeks Bend as they have a larger space.
3. **Upper-Level Jerseys for 2023-24:** K-1 jersey rates are increasing by \$20 (per jersey) this season. We have asked Troy to provide a mockup sublimated jersey from a different jersey vendor to see if we will update the look of our jerseys for all this coming season – Jason reported that Troy will bring this info at our next Board meeting. Jerseys haven't changed in at least six years. Jason did bring in sample jerseys from Flow – which Brad B uses for the South Metro Elite AAA teams. Those jerseys are considerably less expensive than the current K1 jerseys we use, and the turnaround time is quicker. We will need to make a decision on this for sure at our next meeting as the association jersey fitting is always held in June.
4. **Available Coordinator Positions:** We need to finalize descriptions of new roles and advertise these openings to call for volunteers.
 - i. **Gambling Manager** – Nate will be stepping out of this role at the end of the 2023-24 season, we will need hire someone who will shadow Nate this year. Nate is still working on defining this role.
 - ii. **Equipment Coordinator** – Troy and Alison will be stepping out of this role at the end of the 2023-24 season, we will need to find someone to fill this role and shadow the Gilbertsons this year.
 - iii. **Girls Program Coordinator** – Role description complete – can be posted.
 - iv. **Website/Technology Coordinator** – needs position description.
 - v. **Tournament Coordinator** – we will fill this role after teams are established and see if a parent of that level of play is willing to take on the role. Revisit this role in October.
5. **12U Planning:** An email was sent out to all 12U eligible families explaining the situation that we will be unable to host a 12U team this season due to too few players projected to play this season. The email communicated that we would provide a one-year discretionary waiver out for 12U players and their siblings so that these players can continue to play hockey for the season. Siblings are able to be waived so that families will not be held to the volunteer requirements of two programs. One family reached out following the email to see if the association would consider cutting out the fundraising and volunteer requirements here at NPHA if the sibling stayed to play hockey here. This was discussed and all agreed that fundraising will stand as is – fundraising is part of the skater fee – but is an optional program we offer to help families reduce their hockey fees if they do not wish to pay the fundraising buyout. We will inform families that we may consider a reduction in DIBS, but first need to know which program their 12U is waiving out to and what they will require for DIBS before making that determination. UPDATE FOLLOWING MEETING: Another family reached out about the DIBS question. On April 25th, via text, Aaron made the following motion: “The families’ DIBS requirements will be the net difference between NP and the association they waive out to. Example: NP = 22 hours and Prior Lake = 16 hours. The net difference is 8, and that would be

their requirement for DIBS in NP next season. The max hours to be forgiven is 22. If they waive out to MN River and the requirements are 42 hours. There would be no negative balance owed to the family monetarily.”, which was seconded by Jason. Motion carried, 5-2 with one abstaining. Since the families were requesting relief of both DIBS and fundraising, Miranda made the following motion via text on April 26th to address the fundraising part of their request, “We will uphold the normal fundraising requirements (either participation in the fundraiser or payment of the buyout fee) for the 12U families who waive their 12U player out, but keep another player at NPHA for the upcoming season.”, which was seconded by Ben. Motion carried 8-0. Aaron agreed to communicate these decisions to the 12U eligible families who also have hockey playing siblings.

III. COORDINATOR UPDATES

1. Interim President

- i. **NPACC Manager (Kevin Cassidy):** Aaron shared the following updates with the Board on April 22nd (the arena Board meeting was held after our meeting so he did not have any updates to share on the 19th): The roof work should begin in May; The sound system will be getting done the first week of May; Lighting hopefully will be done in May as well. Regarding our broken outdoor Zamboni, the arena suggests that we consider renting a resurfacers from Chris at CTM Services for the winter next season until the arena receives the new one they have ordered and we can look at purchasing their old one.
- ii. **Gambling Manager (Nate Borwege):** No further updates.
- iii. **Safe Sport Coordinator (Chelsea Casey):** Miranda noted that we need to update our locker room policy signage before the season – there is contact information on the signs that needs to be updated. The signs are laminated and posted in each of the locker rooms at the arena. Miranda will find the document and send it along to Aaron.

2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim reported that the HDC had reviewed the 10 applications they received for the 8 open seats they are looking to fill. He shared the rationale behind the recommended candidates and the rationale for not selecting two of the candidates. The HDC recommends the following candidates: Bryan Frank, Dan Rogers (non-parent HC of JG team), Joe Birkholz, Jake Pirkl (non-parent coach), Jenner Culbreth (will be non-parent since daughter has aged out), Brad Drazan, Matthew Carns (non-parent coach), and Brad Breeggemann. Tim noted that the HDC looks forward to having several non-parent candidates on the committee as they can have a more objective perspective on issues. Jess made a motion to approve the recommendations of the HDC members, which was seconded by Miranda. Motion carried 7-0 (with one Board member absent). Tim asked if the Board would consider making the JG Head Coach position an automatic member of the HDC in the future similar to how the HC for high school hockey teams are automatic members. Miranda will add this to the list of Handbook changes to make this summer. Tim further reported that the HDC received seven player petitions, which they will be reviewing at their next meeting with recommendations for the Board at our May meeting. They also plan to name their level leads at the next meeting. The HDC will start booking tournaments very soon as some are starting to open for registration. We will need to

renew our contracts with Mega and xHockey this year. The HDC has reached out to every head coach from this past season for their feedback. They will be working to organize and streamline the Coach Them platform during this off-season. Anthony A and Brad B attended the district Mite meeting last week – NPHA was not invited to the Mite game draw last year and other programs were not snaking their level 4 teams – which led to “stacked” teams. Tim shared information about a Squirt/10U model that has been adopted by programs in Duluth and Mankato with good results. Essentially it involves a hybrid practice for squirts with station-based full-ice practices. Many SQ/10U players can be lacking in underlying skills needed, so this approach may be of good benefit to our teams.

- ii. **Mite/8U Coordinator (VACANT):** Tim reported that the HDC has proposed the creation of a Mite/8U Committee to help spread out the tasks of this role.
 - iii. **Ice Time Coordinator (Tyler Kienow):** Invoice received for Avario, needs payment.
3. **Treasurer**
- i. **Concession Stand Coordinator (Ashley Lindholm):** No updates at this time.
 - ii. **Fundraising Coordinator (Kristina Dillon):** No updates at this time.
4. **Secretary:**
- i. **Registrar (Miranda Vertnik):** HDC applications closed on March 31, we received a total of 10 applications. Board of Directors applications are still being accepted for the Interim Manager Director position, no applicants thus far. Miranda will work on creating the 2023-24 player registration in June/July when the Budget and Handbook revisions are finalized. Miranda will work on creating the coaching application for this season as well. She will connect with Tim to see if any modifications are needed on the coaching application, coaching contract, and the non-parent coach contract. Miranda will create a preseason clinic registration as well when we have those details (dates, fees, etc.). We have one 12U waiver that has been submitted to PLSHA, we’re just waiting for them to approve before I can send it along to the district. Other 12U and 15U families are still deciding where they would like to play. This seasons’ district training for registrars has not been scheduled yet, historically this meeting is held in August.
 - ii. **Volunteer Coordinator (Aimee Bombardo):** Aimee reported to Miranda that there was some difficulty finding enough high school workers to cover shifts for families. She asked if the association would consider raising the rate that these youth are paid to try to entice more students to cover shifts. She suggested raising it from \$10/hour to \$12 or \$15 (which is still well below the buyout rate and families may be okay with this change). She also requested that we post in the Handbook that DIBS hours are not credited immediately – she had a lot of families reach out the following day from their shift to ask why their hours hadn’t been credited. Miranda suggested we also make note of this on the DIBS page of the website.
5. **Interim Director of Operations:**
- i. **Equipment Coordinator (Troy & Alison Gilbertson):** Troy will be getting jersey quotes and bringing to next meeting.
 - ii. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy is waiting to hear from the Board if we will repair the outdoor ice Zamboni or if we are going to gamble to see if the arena gets its new resurfacers in time. Miranda asked if we had a quote yet on what the

repairs will cost, Mike will follow up with Jeremy. It was suggested that we ask the arena if we can rent their current resurfer for the outdoor rink as needed until we can purchase it. The larger question of whether we really get enough use out of the outdoor rink to justify these expenses was raised. We will discuss this at the next meeting under New Business.

- iii. **Tournament Coordinator (VACANT):** No updates.
- 6. **Communications Director**
 - i. **Sponsorship Coordinator (Hollie Weckman):** No updates at this time
 - ii. **Website & Technology Coordinator (VACANT):** No updates.
- 7. **Board Member at Large**
 - i. **Recruitment & Retention Coordinator (Brandy Rife):** Kirk suggested we get flyers in students backpacks at the elementary schools before the end of the school year. He reported that Brandy would like to hold a free skate event this summer and that we should try to organize wear your jersey to school days to help promote hockey.
- 8. **Interim Past Board Member**
 - i. **Clothing & Apparel Coordinator (Amanda Will):** No updates at this time.
- 9. **Interim Manager Director:** N/A

IV. NEW BUSINESS

- 1. **Mite/8U Equipment Rental Program:** This idea was proposed mid-season as a means to help make hockey more affordable for our youngest players. The equipment grant we receive each year has not been enough to assist all incoming Mite/8U players in getting free or affordable equipment. We need to determine the budget necessary for this program and how the equipment will be managed. This would be a task for the Mite Committee that has been proposed.
- 2. **Creation of Fundraising Committee and Recruitment & Retention Committee?** Aaron proposed that we create committees to handle these tasks. It was agreed that there definitely needs to be more support of the sponsorship coordinator who has too much to oversee.
- 3. **Bonds for various accounts** – Aaron will connect with Nate and Ben on this.
- 4. **End of Season Banners:** Clarity is needed regarding the procedure to championship banners. The following banners will be supported by the association: District championship, runner-up, and third place. Team Managers need to alert the Board when their team has achieved these titles after district playoffs and the NPHA Board will order, pay for, and hang the banners.

V. BOARD MEMBER UPDATES

- 1. **Interim Manager Director (VACANT):** N/A
- 2. **Interim Director of Operations (Mike Westing):** No further updates.
- 3. **Board Member at Large (Kirk Crabb):** No further updates.
- 4. **Communications Director (Jess Snyder):** Jess received the incentive check from SportsLine Photography and will give it to Ben.
- 5. **Interim Past Board Member (Tony Robles):** No updates.
- 6. **Treasurer (Ben Jones):** No further updates.
- 7. **Secretary (Miranda Vertnik):** Miranda reminded the group that we need to begin scheduling our Budget and Handbook review meetings. These two issues need to be resolved before our player registration can be created and opened. Miranda also reported that we have meetings

scheduled at RSE for the regular Board meetings through July, she will need to book out future meetings once the scheduling for the second half of the year opens. If we would like to change meeting venues, now is the time to start thinking about it.

8. Vice President (Jason Olson): No further updates.

9. Interim President (Aaron Lindholm): No further updates.

Jess made a motion to adjourn the meeting which was seconded by Ben. Motion carried 7-0 (with one Board member absent). Meeting adjourned at 10:02pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar.