

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Raven Stream Elementary
Wednesday, March 22nd, 2023, 7:00 P.M.

In the interest of meeting after the completion of the NPHA Board of Directors election, this meeting date was pushed out the fourth Wednesday of the month. This change was decided and communicated to Board members and Coordinators (via email) and to the association (via email and updated on the NPHA website) several weeks in advance.

Meeting called to order at 7:06 p.m.

ATTENDANCE:

NPHA Board

Interim President	Aaron Lindholm	present
Interim Vice President	Jason Olson	present
Secretary/Registrar	Miranda Vertnik	present
Interim Treasurer	Jon Beckius	absent
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	absent
Interim Board Member at Large	Thomas Gallagher	absent
Interim Fundraising Director	Kristina Dillon	absent
Interim Board Member at Large	Tony Robles	present

Jess informed the Board prior to the scheduling this meeting date that she would be out of town due to vacation. Miranda made a motion to excuse her absence, which was seconded by Jason. Motion carried 5-0 (with four Board Members absent). Jon informed the Board this afternoon that he would be absent from the meeting due to work travels. Miranda made a motion to excuse his absence, which was seconded by Sara. Motion carried 5-0 (with four Board Members absent). Tom informed the Board prior the meeting that he would be absent due to illness. Miranda made a motion to excuse his absence, which was seconded by Tony. Motion carried 5-0 (with four Board Members absent). Aaron informed the Board that Kristina would be absent also due to illness. Miranda made a motion to excuse her absence, which was seconded by Jason. Motion carried 5-0 (with four Board Members absent).

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	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	Sam Standafer	absent

Sponsorship Coordinator	Hollie Weckman	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	absent
Recruitment & Retention Coord	Brandy Rife	absent
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Sarah Donovan	absent

Others present: N/A

I. REPORTS

1. **Secretary’s Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for February 2023 with the Board on February 16th. There were no revisions suggested by any Board members. A motion was made by Jason to approve the February 2023 Meeting Minutes, which was seconded by Sara. Motion carried 5-0 (with four Board members absent). Miranda will post the February 2023 Meeting Minutes to the NPHA website.
2. **Treasurer’s Report (Jon Beckius):** Jon sent out the February 2023 Treasurer’s Report to the Board earlier this afternoon. Jon was unable to attend the meeting, but noted in his email that refund checks and invoices were to be sent out to members this week. He noted that approximately \$37,600 in refunds would be issued (these were for any over-fundraising incentives, non-parent coach fees, etc.) and that just shy of \$9,000 was still owed to the association from some members (mostly due to incomplete DIBS hours). The group agreed to wait to approve the February 2023 Treasurer’s Report as we had some follow up questions a few line items in the Treasurer’s Report documents.
3. **Gambling Report (Nate Borwege):** Nate shared the January 2023 Gambling Report at the meeting. Nate reported January was a phenomenal month for the gambling program, he noted that profits reached \$9,400 which is really good. Nate reported that the gambling account paid the January ice bill and will be paying the February ice bill. The March ice bill will be paid out of the NPHA general account. He estimated that after all gambling expenses for the season had been paid, that would leave the account sitting at about \$13k, which is on target for what we usually need to keep in the account between seasons to maintain the gambling program. Nate reported that prizes from the Raffle Calendar drawing have gone out this week, but that he was working to track down a few addresses for people who didn’t list theirs on the ticket. There are still no updates on the Rusty Spoke opening. He also reported that Carbone’s will be closing and reopening under the name “Fire & Smoke” – ownership is the same, they will just be dropping the Carbone’s franchise. He will work to make the necessary changes with the state. Of note, Nate reported that he is willing to continue as the Gambling Manager this coming season, but that he would like to step down from the position at the end of the 2023-24 season. We will need to find someone to train in under Nate for this season. The Gambling Manager is a paid position with weekly on-site duties to maintain the gambling program. Nate will put together a position description of his duties so that we can begin the process of finding his replacement. NPHA thanks Nate for his many years (this is his 14th year) as Gambling Manager. Miranda made a motion to approve the January 2023 Gambling Report as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Sara. Motion carried 5-0 (with four Board members absent).

II. OLD BUSINESS

1. Board Elections

- i. **2023 Vote to Amend Bylaws** – vote closed on 2/25/23 – proposed changes passed with 100% of the vote. Changes were made to the Secretary position to allow separation of the registrar duties (which will become a Coordinator position at the end of the 2023-24 season) and the Fundraiser Director was made a Coordinator position and replaced with a Director of Operations position (which goes into effect at the March).
- ii. **Certification of the 2023 Board Election:** A call for candidates was put out to the association membership on Feb 27th. Applications were accepted through March 14th. Electronic ballots were distributed to the membership via email on March 15th and voting closed at 9:00am this morning. A total of 408 ballots were distributed and we received a total of 100 responses (which equates to 25% of the total ballots distributed – this is lower than last year’s response rate, which was 39%). The vote was conducted electronically through Google Forms and all responses were submitted anonymously. The election results are as follows:

Position	Candidate Name	Number of Votes	Notes
Vice President	Jason Olson	98	<i>*winner*</i>
	Write-In	2	
Treasurer	Ben Jones	98	<i>*winner*</i>
	Write-In	2	
Manager Director	None	N/A	No candidates applied. We will need to appoint an Interim Manager Director or Interim Board Member at Large
	None	N/A	
Board Member at Large	Kirk Crabb	42	<i>*winner*</i>
	Matt Kaehler	30	
	Ken Krause	18	
	Kristi Nelson	8	
	Write-In	2	
Interim President (one-year term)	Aaron Lindholm	95	<i>*winner*</i>
	Write-In	5	
Interim Director of Operations (one-year term)	Matt Kaehler	33	
	Steven Malecha	24	
	Mike Westing	43	<i>*winner*</i>
	Write-In	0	
Interim Past Board Member (one-year term)	Tony Robles	98	<i>*winner*</i>
	Write-In	2	

Miranda made a motion to approve the 2023 NPHA Board Member Election Results, which was seconded by Sara. Motion carried 5-0 (with four Board members absent). Outgoing Board members will begin the transition process over to the newly elected Board members immediately. The newly elected Board members will assume voting rights as Board members effective April 1, 2023. Since Jon Beckius will complete his term as the NPHA Interim Treasurer on March 31, he will no longer need access to the accounts at Minnwest bank. As the new incoming NPHA Treasurer, Ben Jones, will need to be given access and signing privileges to/for the bank accounts (both the general account and concession stand account) at Minnwest bank in order to fulfill his duties of the position.

A communication regarding the election results will be sent out to the association membership this weekend and Miranda will communicate with all candidates tomorrow about the results.

Regarding the open Manager Director position, this seat will now become a temporary Interim Manager Director position. Sara will communicate this to the current Team Managers to see if anyone is interested in this temporary, one-year position. Ideally, this Board seat will be filled by someone with team management experience. If we cannot find an appropriate person to fill this role, the Board will then consider alternative options (i.e., find someone to fill this role as a Coordinator rather than Board member and fill an Interim Board Member at Large seat instead, alternatively according to the Bylaws we can leave a Board seat open as long as we have minimally five Board members).

2. **End of the Year Survey:** Jason and Jess are working on finishing up the end of the year survey questions. The survey will be sent out to the membership next week when Jess returns from her vacation. The HDC level leads have been reaching out to coaches for their feedback, but we will also send out a separate survey to our coaches to get their feedback regarding the season. We will set it up so that Tim has access to the responses.
3. **Beer Bash Planning Updates:** The end of the year Beer Bash fundraiser is happening this Saturday. Everything seems to be ready for the event, but three blank checks are needed to pay the venue, musicians, and to obtain cash for making change at the event. Aaron will issue those checks. Sara noted that ticket sales are low currently, but that most people have waiting to purchase tickets just before the event in the past. Sara will be submitting reimbursement requests to Jon and Aaron. Amber Hunter has taken on the role of coordinating this event, under Sara's guidance, and will continue to head this committee in the coming season. This committee will fall under the oversight of the Fundraiser Coordinator next season. Cassie Jung is shadowing Liz Bishop to manage the Silent Auction portion of the event as she will manage this part of the committee next season.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** Aaron reported that the rink had ordered and paid for the new electric Zamboni, it is on order but will not be ready for approximately 10 months or so. He also reported that the rink has decided not to remove the ice this spring as originally reported, so ice will be available all year. Ice will be available at the arena for developmental hockey, open skating, adult hockey league, AAA hockey, etc. The roof project is still on schedule, and they are awaiting new quotes for the new lighting and sound system. Upgrades will also be made to the bleachers.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates.
- iii. **Safe Sport Coordinator (Chelsea Casey):** Chelsea plans to continue in this role next season.

2. Vice President

- i. **HDC Coordinator (Tim Applen):** Tim reported that we have been receiving applications for the open HDC positions that will be available for the upcoming season. The application will close at the end of the month. Tim reported that the HDC came in under budget for this season but anticipates more spending this coming season on par with the budget as we will need to upgrade some things. He discussed the announcement that came out from the high school boys' hockey program that the state high school league has reclassified the NP program to AA and that we should find out what section the program will be in sometime in early April. The girls high school hockey program will also be staying at the AA level as the vote to change to A at the high school league had failed. Tim reported that the HDC would like to continue our relationship with skills coaches Butch Kaebel and Mega Goaltending. He noted that we need to sign a new contract with Mega. Butch will continue to work with our teams on Monday evenings. The HDC is looking into alternative options for our required second sheet of ice. The attendance at Faribault practices has been low for two seasons in a row, so they are looking into different options. Tim reported that the HDC would like to update the language in the Handbook that pertains to extended tryout evaluations for injury and illness. The HDC will also be working over the summer to organize the practice plans in our new Coach Them software that was piloted this season. Attendance at our spring hockey camp sessions was good (both for shinny hockey and the session held with Butch K). Tim noted that we also had 23-24 Mites attend the "Try Goalie for Free" session and that it was a successful session. We discussed holding checking clinics again this summer and the need for body contact clinics for our 10U and 12U players. Tim also reported that the HDC will begin booking tournaments for our upper-level teams based on our projections for 2023-24.

Tim also shared that the HDC discussed their recommendation for the HDC Coordinator seat for the upcoming season. He had asked the HDC if anyone was interested in the role and stepped out of the room for that discussion. There were no interested HDC members in taking on the HDC Coordinator role and the HDC recommends that Tim continue in the position. Tim reported that he is happy to continue on in the role but noted with the demands of his new position as NP Chief of Police, he will likely not be as readily available as he has been in the past. He will lean on the support of the other HDC members to manage issues that come up. Miranda made a motion to approve the HDC's recommendation for Tim Applen to stay on as HDC Coordinator for the

upcoming season, which was seconded by Jason. Motion carried, 5-0 (with four Board members absent).

- ii. **Mite/8U Coordinator (VACANT):** No updates at this time.
 - iii. **Ice Time Coordinator (Tyler Kienow):** Jason reported that we have gotten a report from Avario on the breakdown of ice time by team, which is great tool to have. The Avario software has the capability to pull this information together more easily and in ways we could not do previously. He will share that report with the rest of the Board. Jason also reported that Tyler has indicated that he is willing to continue in his position as long as we continue to partner with Avario.
 - iv. **Equipment Coordinator (Troy Gilbertson):** Jason reported that we have one more season with Troy and Alison filling the Equipment Coordinator role. We will advertise this opening in the hope of finding someone who can train in under them this coming season before taking on the role themselves.
3. **Treasurer**
- i. **Concession Stand Coordinator (Ashley Lindholm):** Aaron reported that Ashely intends to stay on in this role for the coming season. She will need to find a few more concession stand managers to complete the team as some of the current managers will be moving on from the association at the end of this season. It was noted that the concession stand is now closed and that we closed it with less than \$100 worth of goods that will expire soon. She is analyzing the products to see what were our best sellers etc to determine what to continue to stock next season. The square scanner has been very beneficial to have and has made the job easier for volunteers and likely improved accuracy with inventory. Ashley will likely recommend that the association purchase a second square system as it would really help on busy high school game nights to have two point of sales systems.
 - ii. **Volunteer Coordinator (Aimee Bombardo):** Aaron reported that Aimee will continue in her position for the upcoming season.
 - iii. **Concession Stand Point Of Sales Specialist (Erick Christianson):** No updates. With the success of implementing the square system, we will discontinue this role for the upcoming season.
4. **Secretary/Registrar:** N/A
5. **Fundraising Director**
- i. **Tournament Coordinator (Sam Standafer):** Sara reported that the Peewee C district tournament that we hosted went well. At this time, we are unsure if Sam will continue in this role for next season. It was recommended that we have someone with a player at that level of play fill this role for next season, since it needs to be someone willing/able to be onsite. If not a parent from this level of play, possibly a Mite/8U only parent who would not have to attend a district tournament elsewhere during that week.
6. **Communications Director**
- i. **Sponsorship Coordinator (Hollie Weckman):** No updates at this time other than that Hollie has agreed to continue in this role for next season.
7. **Board Member at Large**
- i. **Recruitment & Retention Coordinator (Brandy Rife):** No updates at this time other than that Brandy has agreed to continue in this role for next season.

8. **Past Board Member/Board Member at Large**
 - i. **Clothing & Apparel Coordinator (Amanda Will):** No updates at this time other than that Amanda has agreed to continue in this role for next season.
9. **Manager Director**
 - i. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy has agreed to continue in this position for the upcoming season. It is unclear at this time whether we will be able to use the outdoor rink at all next season considering our outdoor ice Zamboni having broken down. The part that is broken is not an easy one to come across, but we will attempt to get a repair quote. If the arena's new electric Zamboni comes in before December, we will try to work with the arena to see if we can purchase the old gas one.
 - ii. **COVID-19 Point Person (Sarah Donovan):** Since there were no duties for this position this season, this role will be discontinued for the upcoming season.

IV. NEW BUSINESS

1. **Upper-Level Jerseys for 2023-24:** K-1 jersey rates are increasing by \$20 (per jersey) this season. We will ask 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. We would like to consider a vendor that has a quicker turnaround time for jerseys.
2. **Status of End of Season refunds** – Jon reported in his Treasurer's Report email that checks are going out this week. See Treasurer's Report for more details.
3. **Debriefing of JG season** – Miranda reached out to Dan Rogers, our JG Head Coach, for some feedback on the season. He sent a thoughtful and detailed message about the successes of the program and his goals for the future. Earlier this weekend, the Board agreed to bring Coach Rogers back in for the upcoming season as there has been nothing but positive feedback surrounding his leadership of that team this year. Coach Rogers reported that he considers this season a win and shared team and player statistics that show the improvement the team made over the course of the season. He would like to be involved in helping to support and grow the JG program in the off season. He will be invited to speak at the player & parent high school meeting next month. Tim also reported that Coach Rogers and Coach Drazan met last week to discuss these things as well. We look forward to their partnership together.
4. **Defining proposed new Coordinator roles:**
 - i. **Girls Program Coordinator:** Discussion was given to the potential duties of this position. We will continue to discuss this at next month's meeting.
 - ii. **Website/Technology Coordinator:** We will need Jess to weigh in on this position since this newly proposed position assist with the duties that fall under her position.
 - iii. **Treasurer's Assistant:** We will discuss this position further next month.
5. **Prior Lake 12U Proposal:** Aaron reported that PLSHA reached out to him recently to discuss further potential options for our 12U aged players this coming season. Currently, we are anticipating 10 skaters and one goalie for 12U, this is not enough players to confidently declare a team. We have three 10U players who are grade-eligible to petition up and five players who aged out of 12U this season who are eligible to petition down. PLSHA is projecting enough players to field two 12U teams (an A team and a B1 team), but they would like to know if our players would consider playing for PLSHA this coming season so they can also add a 12U B2 team. Combining players between the two programs will allow better opportunity to more accurately place players on a team of similar ability. This would not be a co-op, rather we would

approve waivers for players to play outside of NPHA for one season. It was suggested that the Board hold a meeting with all prospective 12U families to lay out the options to see what folks intend to do this season. It was noted that we attempted a similar process last summer with a survey and that some people changed their plans from what they had reported on the survey and that we nearly did not have a 12U team this season. It was suggested that we hold this meeting for one hour prior to a Board meeting. We will discuss this further and work out a plan.

V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Kristina Dillon):** No updates.
- 2. Communications Director (Jess Snyder):** No updates.
- 3. Manager Director (Sara Westing):** No further updates.
- 4. Interim Board Member at Large (Tony Robles):** No further updates.
- 5. Interim Board Member at Large (Thomas Gallagher):** No further updates.
- 6. Interim Treasurer (Jon Beckius):** No further updates.
- 7. Secretary/Registrar (Miranda Vertnik):** No further updates.
- 8. Interim Vice President (Jason Olson):** No further updates.
- 9. Interim President (Aaron Lindholm):** No further updates.

Tony made a motion to adjourn the meeting which was seconded by Jason. Motion carried 5-0 (with four Board members absent). Meeting adjourned at 9:50pm.

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