



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

BAHA BOARD OF DIRECTORS MEETING

Date of meeting: September 30, 2020

Time: 6:30pm

- I. Call to Order – 6:44pm by Darren Goltz
- II. Good News =/< 5 minutes
 - a. Great success with Try Hockey for Free – approx. 110 participants
- III. Approval of Meeting Agenda – Motion to approval by Mitch Hodgeman with a second by Jessica Gangl. Motion carries.
- IV. Approval of Consent Agenda which includes: - motion to approve the consent agenda by Ali Timmons, second by Kaycie Tohm. Motion carries.
 - a. Executive Director’s report (Attached)
 - b. Hockey Director’s report (Attached)
 - i. Player Development Committee and In-House sub-comm.
 - c. Treasurer’s report (attached)
 - d. Recruitment and Retention Committee report (Attached)
 - e. Alumni Committee report (Attached)
 - f. Fundraising Committee report (Attached)
 - g. Volunteer Committee report (Attached)
 - h. Executive Committee report (Nothing to report)
 - i. Finance Committee report (Attached)
 - j. Marketing Committee report (Attached)
 - k. Events Committee report (Attached)
 - l. August meeting minutes (Attached)
- V. Old Business
 - a. Long Term Strategic planning – Glenn/Darren
 - i. Chad – Handbook is nearly complete. We need to plug in the missing pieces and ask board to review.
 - ii. Darren – What does it mean to be a Warrior? (rules/values) Update: Darren is working with Arena to see about a location to post/display. Next step graphic design/printing. Goal is for October for approval.
 - iii. Brent – Development plan & standards for parents, players, coaches. Coach’s meeting will be Oct 19... communicate expectations. Secondary goal was to have non-parent coaches in place before try-outs (6 teams have non-parent coaches set). BAHA Development plan for coaches to utilize is basically set.
 - iv. Jessica – Marketing/Brand. Need to get a plan in place for “standard” association gear. Communicate to Team Managers what the plan/boundaries are for team gear.
 - b. Golf fundraiser – Jim/Glenn
 - i. Estimated profit is about \$6k per organization. 107 golfers total. Sponsors were around \$5800. Raffles/Mulligans/Skins about \$3k. Our goal was \$8k-10k in total. VERY exciting to see how well the event turned out... raising about \$12k in net revenue. Save the Date: Tues, July 20th, 2021.
 - c. Outdoor Ice placeholder
 - i. Jim contacted the City of Brainerd – Parks & Rec. Their project is on hold (to build a new outdoor ice arena). Mandy found out that we can rent ice at Bane Park for \$25/hr if needed. (COVID guidelines & limitations?) Jim also talked to one of our hockey dads who helps to

maintain the Dondelinger Rink and also works for the City of Baxter. He is checking to see if he can use the equipment to help us better maintain the ice.

VI. New Business

- a. Off-ice coordinator approval– Jim
 - i. Request to offer Mike Holtan the position. Run 1-day a week in person per level dryland session. Sessions would be scheduled and on the team calendars. (\$3500 seasonal) Motion made to approve the request by Mitch Hodgeman, with a second Glenn Hagberg. Motion carries.
- b. Referee coordinator approval – Jim
 - i. Request to offer Glenn Hagberg the position. (\$1k plus incentives as approved) Glenn departed from the room and abstained from the vote as he has a conflict of interest. Motion made to approve request made by Ali Timmons, with a second by Mandy Vanek. Motion carries. Glenn is excited to have a high-level of ref expertise in the area (college refs) to help grow and develop the ref crew in the Brainerd Lakes.
- c. Administrative payroll review – Ali
 - i. Mitch will update the payroll data breakdown to present at the October Meeting. Motion to table until the next meeting made Mandy Vanek. Second by Ali Timmons. Motion carries.
- d. Goalie equipment needs – Darren
 - i. BAHA is experiencing a shortage of Goalie players this year. We need to have some goalie equipment on hand for non-goalies to use when they rotate in as goalie for their team. (PeeWee, Squirt, 12u all have goalie shortages this year) Request for up to \$5k to purchase 5-6 sets of goalie gear for BAHA. Motion to approve made by Ali Timmons. Second by Mandy Vanek. Motion carries.
- e. Giving Marketing/Events/ any other pertinent committees access to the website to update as necessary on a regular basis – Mandy
 - i. Motion to give the Marketing Committee Chair to have website access. Motion to made by Mandy Vanek with a second by Ali Timmons. Motion carries.
- f. Committee Roles & Responsibilities overview (duties and oversight) – Jessica
 - i. Alumni committee will be given access to social media for posting.
- g. Upcoming events (BAHA calendar) - discussion on which committee is handling what – Jessica
- h. Events Committee – Financial Request
 - i. Requesting up to \$600 for “Hockey Try Out Survival Kits” – motion to approve made by Mandy Vanek, with a second by Mitch Hodgeman. Motion carries.
- i. MEA 3v3 Events
 - i. Looking at hosting a 3v3 tourney over MEA weekend. Events committee will send out a survey to gauge interest.
- j. Thank You Notes/Gifts (Fall Hockey/THFF & Brainerd Dispatch)
 - i. Motion to buy Andy Goble at the Brainerd Dispatch a \$25 gift card as a thank you for work on our wrap made by Jessica Gangl, second by Mandy Vanek. Motion carries. Jessica will take care of thank you notes and gift card for Andy.
- k. SafeSport/Grievance/Discipline Committee report
 - i. Mandy will update the form and resend to board for approval.

VII. Comments and Announcements

VIII. Adjournment

- a. Motion to adjourn made by Mitch Hodgeman, with a second by Mandy Vanek. Motion carries at 9pm.

Next Board meeting October 28, 2020 6:30pm

Pre-board rotation 6:00-6:30pm starting in September running through March meeting: (Sept. Mitch/Kaycie) (Oct. Darren/Mandy) (Nov. Chad/Jessica) (Dec.-Glenn/Ali) (Jan. Rich/Mitch) (Feb. Darren/Kaycie) (Mar. Chad/Mandy)



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Committee Name: Fundraising

Submitted By: Mitch Hodgman

- * Settled on September 28th for stuffing pizza and raffle fundraiser envelopes.
- * Will hand out tryout jerseys along with pizza and raffle packets at tryout weekend (10-9 & 10-10)
- * Raffle Prizes stand at 32 currently
- * Approved gun list of 7 provided by Chris at Reed's included the cost to BAHA.
- * Ordered Pizza Order Forms
- * Ordered Raffle tickets and flyers through Range Printing
- * Approved 11-3 & 11-4 for Pizza turn in (4-7pm)
- * Approved 11-23 for Pizza pick up (4:30-7pm)
- * Approved 2-15 for Raffle drawing
- * Revamped pizza and raffle packet info sheets
- * Submitted permit application to City of Nisswa
- * Discussed Bedsheet/pillow case fundraiser. Declined for this year. Potential for down the road
- * Tabled Jersey sale fundraiser date selection until next meeting due to covid and the best way to tackle this

Committee Name: Finance

Submitted By: Mitch Hodgman

Date of Last Meeting: 9-25-2020

No actionable items this month.

Had discussions on but not limited to the following...

- * 501(C)(3) and what that means to us financially
- * Consolidating our 2 Bremer accounts into 1 and how our two Riverwood accounts work
- * When is the right time to potentially invest in some manner and how to start?
- * Long term partnership with EHSC foundation on rink upgrades/3rd sheet. What does that conversation look like and how can we partner?
- * Grant writing... who? and how do we research (Grant committee, membership e-mail, other ideas?)

Upcoming Volunteer Needs: None

Upcoming Marketing Needs: None

Committee Name: Alumni Committee

Submitted By: Glenn Hagberg

Date of Last Meeting: Sept 17

Nearing completion of College D2&3 alumni recognition project. Met with Wood Products to build display. 3 poster samples submitted to picture day pro to print samples. 37 alumni to recognize and all posters are final version approved and ready to go. Secondly, finalizing alumni spotlight for next newsletter.

Upcoming Volunteer Needs: None

Upcoming Marketing Needs: None

Committee Name: Marketing

Submitted by Jessica Gangl

Date of Last Meeting: 07/10/2020

Update since our last meeting:

1. We have kept social media hopping with golf tourney pics/info/FB live, registration announcements, THFF pics and promo, COVID info, hockey coach recruitment, EHSC ice-in pics, mask sales, etc.
2. We placed radio ads on local stations for THFF and coach/ref recruitment
3. We sent out our first BAHA Newsletter in Aug. Next one will go Mid-Oct.
4. Prepared our annual wrap with the Dispatch – will run Sept 27.
5. Updated the FAQ to share with R&R committee for use at the THFF events.
6. Looking into BAHA water-bottles
7. Next clothing store order

Committees, please let us know how we can assist in marketing your program, event, or activity.

Committee Name: Player Development (PDC)

Submitted by Brent Potvin, Hockey Director

Date of Last Meeting: 09/22/2020

PDC Meeting Notes

-In Attendance: Brent, Jim, Grant, Dustan, Jack, Dave, Ryan, Joey, Darren, Kurt, Eric G, Tom, Bryan, Dan and Eric J

Missing: Alex, Paul

1. Jill and Jason Fleischhacker came to the meeting to express their displeasure in the recent MN hockey changes to the birthday range. They wanted us to move their daughter up so she could play with her friends and to make travel situations easier on their family. After lengthy discussion, the PDC voted 15-0 in favor of upholding the MN hockey age policy but will consider moving her up in the event we need more players at the 12U level to make 2 teams.
2. Received current registration numbers from Jim, will need to cross reference lists from last year and contact people who have not signed up yet as numbers seem to be coming in a little lower than expected.
3. In-house update- committees have been formed for our home jamboree. Planning will start within the next month.



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4. Reviewed all the coaching applications for non-parent coaches and voted in the following applicants at their respective level
 - a. Kyle Weiss- asked to be the Bantam B2 coach, we will wait to see where the greater need is at B2 or B1 but either way, he will be coaching a team.
 - b. Bryan Henrichs- Squirt A
 - c. Ryan Sharpe- Bantam AA
5. We are still actively searching for more non-parent coaches and have made multiple attempts to reach candidates that were discussed last evening.
6. got an update on THFF and started getting coaches lined up to help
7. Finalized all of our tryout plan for this October. Will present it to the board in a separate document.

Committee Name: SafeSport Grievance Discipline Committee

Submitted by Mandy Vanek

Participated in training for Diversity and Inclusion as well as Local Discipline and Grievance Procedures.
Reviewing our current processes to ensure they align.

Working on reviewing/updating the remaining policies which include, but not limited to:

- Locker rooms
- One-on-One Interactions
- Social Media and electronic Communication
- Local & Team Travel

Updated SafeSport Grievance Form Attached
Updated BAHA Grievance & Discipline Form Attached

Committee: Volunteer

Submitted by: Kaycie Tohm

Last Meeting: 8/20/20

Next Meeting: TBD

Committee Members:

Chair-Kaycie Tohm

Members-Becky Fulton, Lisa Roberts

Emailed all members that had outstanding hours letting them know that they had not followed through with the volunteer agreement that they signed at the beginning of the year. The committee decided with board approval that any families that had made the attempt and completed multiple hours during the season were given a 1 time credit and the remaining hours were waived for that season. Families that did not complete a

single hour were set to be invoiced for ALL hours.

Waived a total of 19 single families who had outstanding hours and a total of 7 multiplayer families who had outstanding hours.

Invoiced 2 multiplayer families and 15 single player families for not completing a single hour during the 2019-2020 season. (total of \$10,600 to collect from those families)

A few have reached out to connect with Henry to complete some hours, others were waiting to be invoiced.

Lisa opened DIBS for THFF events - all were claimed.

Upcoming DIBS needed for events: TBD

Committee Name: Events

Submitted By: Ali Timmons

Date of Last Meeting: none scheduled

Betsy is working with Frugal Farmhouse to plan a fall event. Laci is working with TAP. All schedules are pending space limitations. Details to follow

Events planned for 2020-2021 are below with notes regarding updated information as of 9/22/20. As restrictions are starting to loosen up the committee will meet early October and try to get some things on the calendar

Possible day event for parents during try-out weekend that could be paired with the fundraising committee

Girls World Hockey Day – Officially cancelled for 2020 on the www.iihf.com website.

HS Hockey Tailgating – Per Charlie Campbell, winter sports dates will be established at the October 1 MSHSL meeting. We are on hold.

Skate with Santa – Will pick a date once the schedule is out. Replacing ice cream and root beer floats with Little Debbie Christmas tree cakes.

Family Fun Nights – Ideas As restrictions are being lightened, this is back on the agenda. Some of these can be scheduled as long as we follow the establishment's rules. We will have something on the books by the November meeting.

- Bingo night –
- Hunting Widows weekend
- MEA Weekend – Looking into hosting a 3-on-3 tourney for those who don't travel.
- Craft/Wreath night in December

Food Drive – Will run again in January,

Hockey Mom Day – January

End of Season Banquet



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Upcoming Volunteer Needs: None

Upcoming Marketing Needs: None

Executive Director Report/Update

Submitted by Jim Brau

September 2020

Home Tournaments

1. Registrations are live and teams are still entering.
2. Current tournament levels are as follows:
 - a. 15UB – 8 spots – 4 open
 - b. Bantam AA 12 spots – Full
 - c. Bantam B1 8 spots – Full
 - d. Bantam B2 8 spots – 2 open
 - e. 12UA – 8 spots – Full
 - f. 12UB – 8 spots – Full
 - g. Pee wee B1 – 8 spots – Full
 - h. Pee wee B2 – 8 spots – Full
 - i. Pee wee C – 8 spots - Full
 - j. 10UB1 – 8 spots – Full
 - k. Squirt A – 8 spots – Full
 - l. Squirt B1 – 8 spots – Full
 - m. Squirt B2 – 8 spots – Full
 - n. Squirt C – 8 spots – Full
 - o. Jamborees – 3 spots filled 5 left
 - i. Mites 10 spots filled 6 left.

PDC

1. Attended the September PDC meeting
2. Helped arrange for a family to attend PDC meeting to present to them.

Shot Club

1. Went live on May 29, 2020
2. Currently have 36 players that have logged shots and tallied a total of 187,954 pucks shot so far.

BAHA Online Clothing Store

1. Clothing store second ordering closed September 25th.

Regular Season Registration

1. Went live July 30th.
2. Have 284 registered to date.

3. Last season to this date and time we had 241 registered.

Fall Hockey

1. All spots filled. 176 total spots were available.
2. We had 25 players on a waiting list, and I put together some additional ice times for this group and have 19 signed up from that list.

Golf Tournament Fundraiser

1. Had 110 golfers participate with 29 of them being alumni.
2. Both BAHA and BASF should make about \$6,000 each after final totals.

Mask Fundraiser

1. Contest ended August 31st through the TeeHive
2. Sold 236 masks and made \$700 commission.

Try Hockey For Free

1. THFF was held September 22, 23 and 25.
2. Had 97 register online and another 15 walk ups.
3. I personally talked to as many parents as possible around the rink to answer any questions and get them to sign up for the season.
4. I've reached out to the families again since the try hockey days to try to convert them to players for the season.

USA Intelligym

1. I built a registration to capture entrants and collect payments.

990/CLA

1. 990 has been completed and filed by CLA.

Concessions/Referee/Off-ice training positions

1. Met with a potential candidate for Concession Manager position.
2. Met with candidates for Off-ice training and referee coordinator positions.
3. Will request approval at September board meeting.