

**New Prague Hockey Association**  
**Regular Meeting of the Board of Directors**  
Dual Locations: HillSpring Church and WebEx  
Wednesday, November 11<sup>th</sup>, 2020 7:00 P.M.

Meeting called to order at 7:08 p.m.

**NPHA Board**

President	Sam Blank	present
Vice President	John Prokopec	present
Secretary/Registrar	Miranda Vertnik	present
Treasurer	Krystal Beedle	present
Manager Director	Brian Christensen	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejпка	present
Board Member at Large	Brad Breggemann	present
Past Board Member	Jason Ashley	absent

**Coordinator Positions**

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	absent
Ice Time Coordinator	Tyler Kienow	absent
Assistant Ice Time Coordinator	Cory Johnson	absent
HDC Coordinator	Joe Franck	absent
Volunteer Coordinator	Jen Mushitz	present (via WebEx)
Concessions Coordinator	Brea Applen	present (via WebEx)
Mite Coordinator	Brad Breggemann	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present
SafeSport Coordinator	Mike Franklin	present (via WebEx)
Clothing & Apparel Coordinator	Sarah Hartman	present
Recruitment & Retention Coord	Mike & Sara Westing	absent
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Cameron Stoltz	absent
COVID-19 Point Person	Sarah Donovan	present (via WebEx)

**Others present:** Mike Nazzal (parent, joined via WebEx)

**I. REPORTS**

- Secretary's Report (Miranda Vertnik):** The Meeting Minutes for October 2020 were shared with the Board on October 17<sup>th</sup>. A motion was made by Brian V to approve the October 2020 Meeting Minutes, which was seconded by Brian C. Motion carried (all in favor, one Board member absent for this vote).

2. **Treasurer's Report (Krystal Beedle):** The Treasurer's Report for October 2020 was shared with the Board prior to the meeting. Deposits since the last Board Meeting have included the Fundraiser Deposit and November payment plan installments. Expenses since the last Board Meeting included October ice fees for NPACC, Faribault, and xHockey; Fundraising vendors (a small amount is still owed to Odenthal Meats); Skate Instruction fees to Butch Kaebel for October, November, and December; Equipment purchases (2 sets of goalie gear and pucks and bags); and 4 iPads for the D6 electronic scoresheet pilot program. It was noted that the PWB tournament in Faribault was cancelled, but replaced with a tournament in Northfield for the same weekend. Also noted was that Fundraising Incentive payments have not yet been issued. It was noted that there are 100 association families who will receive incentive refunds, but that we will not issue incentive payments if they are \$5 or less and we will not issue incentive refunds to any family with an outstanding balance, until that balance is paid in full. Krystal reported that our revenue sources are currently outperforming what we had set during our budget meetings this summer. This is great considering our expected revenue from Gambling and Concessions are expected to be less than what we have earned in previous years. A motion was made by John to approve the October 2020 Treasurer's Report, which was seconded by Jess. Motion carried (all in favor, one Board member absent for this vote).

3. **Gambling Report (Nate Borwege):**

Nate shared the September 2020 Gambling Report with the Board prior to the meeting. Gross receipts totaled \$6,685; value of prizes paid totaled \$5,150; Net receipts totaled \$1,535; end of the month account balance is at \$4,571.18. Expenses included gambling taxes, accounting services, purchase of pull tab games, and rent at the Fishtale Restaurant. The return of lawful gambling at Carbone's remains unknown. Nate and Susan Murphy are working on preparing the Raffle Calendars, which will be distributed around Thanksgiving. Nate indicated that he had a conversation with the owner of Geisenbrau Brewery, who may be interested in implementing a gambling program. He will follow up with them soon to discuss this further. A motion was made by Jess to approve the September 2020 Gambling Report and the Lawful Expenditures Pre-Approval for Payments, which was seconded by John. Motion carried (all in favor, one Board member absent for this vote). Discussion was given to possibly holding a meat raffle in partnership with Odenthal Meats to help as our gambling revenues are down due to the pandemic. Sam, Nate, and Brian V will talk and put together a proposal.

## II. OLD BUSINESS

### 1. COVID-19 Updates:

i. **Spectator Check-In Procedures:** Jess recommended the use of lanyards (two per player) to be distributed to use for spectator passes. This will help ensure that our families are following the two-spectator limit for games. Brad has a contact that may be able to help us make these passes, which the team managers will distribute to families. Each team will have their own design so it will be easier to determine who is allowed in the rink for each game. Mike Nazzal asked if anything had come from the discussion he participated in about the pathway through the arena. Brian C indicated that nothing had changed at this time. The Board asked Mike if he might be interested in putting together a brief training for rink monitors to review before a game in

exchange for waiving his volunteer hours for next year since he has already completed his required hours this year and Mike indicated that he would be open to this.

2. **Concession Stand Point Of Sales Recommendations (Erick Christianson):** It was determined that the Square system will work for our Concession Stand needs. The Board recommends that we move forward with implementing the Square system at our Concession Stand. Even though the Concession Stand is not currently open, we would like to use this “down time” to get the system implemented as there will be a learning curve for operating the system.
3. **All-Association Meeting Alternative:** Our plan is to send out a letter to the association with updates from the NPHA President. No updates on the status of this letter at this time.
4. **Junior Gold Updates:** No updates at the time of this meeting.
5. **Game Sheet Pilot Program Status:** See Manager Director’s update below.
6. **Regular Season Registration Updates:** See Secretary/Registrar’s update below.

### III. COORDINATOR UPDATES

#### 1. President

- i. **NPACC Manager (Kevin Cassidy):** It was reported that we had a 5:30am practice time scheduled for our 10U team, but no one from the rink was there to open the facility and that this was reported at the recent community center board meeting. The employee who was supposed to be there no longer works at the NPACC. It was noted that the NPACC Board reported that they are in need of a new scoreboard. NPHA will not be paying for this as this is something that is typically purchased through rink sponsors. Discussion was given to the rent fee we pay for the concession stand, which is currently closed. The Board agreed that we will offer to pay our off-season rate (\$400/month) for these closed months rather than the full rate we pay (\$450) when the concession stand is open.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
- iii. **SafeSport Coordinator (Mike Franklin):** Mike noted that Locker Room Monitors (LRM) are still required even though our players aren’t in the locker rooms for very long before/after practices and games. To be a LRM, parents need to submit to a background screening and complete the SafeSport training. Our association can be fined if we do not have a LRM on duty. To help avoid this problem, we will clarify procedures for teams. Players should not enter the building until the LRM greets them at the rink doors and escorts the team to the locker room. The LRM needs to be the last person to leave the locker room.

#### 2. Vice President

- i. **HDC Coordinator (Joe Franck):** John reported that some teams have starting using the Team Genius software to conduct in season evaluations of players. Coaches will be responsible for setting up a brief 1:1 meeting with players and parents to discuss player growth. Only individual players will be shared, players will not be able to compare themselves to the rest of the team. The question was raised if the HDC could get funding to pay for the paid version of Google Meets to be used for coach’s meetings, team meetings, etc. The Board indicated that the HDC can use money from their budget to cover the costs associated with software. The HDC has requested to have a media tech specialist who can assist the HDC with recording and uploading videos in exchange for DIBS hours. The Board is in support of this, John will send a position

description to Jess who will share the position listing with the association. A formal complaint was made to the HDC about a lack of coaching staff on the ice for early practices at the Squirt C level. The HDC responded and followed up with those coaches and the issue appears to be resolved. As both Squirt C teams only have 3 assigned coaches, we may consider scheduling practices with the B level teams to help if this becomes an issue again. We continue to be very pleased with the work Butch is putting into helping our players develop their skating skills.

- ii. **Mite Coordinator (Brad Breggemann):** Refer to New Business below for more information on Mite Placements. Brad reported that he was able to provide free equipment to 15 players with the equipment he was able to purchase through the Gear Up MN grant money. In the past we have paid \$15/hour to High School helpers during Mite Placements. This year, Brad Drazan, the HS Coach asked that his players serve as volunteers as part of the character development program he is emphasizing in his HS hockey program and asked that NPHA consider paying the 1 New Prague fund instead. John made a motion for NPHA to contribute \$1,200 to the 1 New Prague account, Jess seconded the motion. Motion carried (all in favor, one Board member absent). Brad reported that he had received some calls from Mite level parents who were concerned that Sam, NPHA President, had been on the evaluators bench at times during Mite Placements. Brad had conveyed the concerns to Sam, who then left the bench. Sam noted that he had just been checking in with folks about the process as NPHA President, to ensure that the process was going smoothly, but does realize how this could look as he is the parent of two Mite/8U players and was quick to correct the situation by leaving the bench. The Mite/8U game draw will be happening soon, Brian will send the list of managers to Brad once they are confirmed.
- iii. **Ice Time Coordinator (Tyler Kienow):** No updates at this time.
- iv. **Equipment Coordinator (Troy Gilbertson):** It was noted that all upper-level jerseys had come in and were distributed. We have no extra jerseys on hand as we had an abundance of players who ordered new jerseys late.

### 3. Treasurer

- i. **Concession Stand Coordinator (Brea Applen):** Brea is still waiting for the concession stand license renewal information from the state. We are told there will be new rules coming out soon from the governor, which may impact our tentative concession stand reopening of December 1<sup>st</sup>. John made a motion to notify the association that our concession stand remains closed until further notice, Jess seconded the motion. Motion carried (all in favor, one Board member absent from the vote). Jess will send out a communication about this to the association.
- ii. **Volunteer Coordinator (Jen Mushitz):** At this time last year, we were able to credit 326 DIBS hours, we are currently sitting at 304 for this year. Our available hours are a little under, but pretty close to what we have been able to offer in the past. Most of the hours this year are being offered in the form of Rink Monitor positions.
- iii. **Concession Stand POS Specialist (Erick Christianson):** See Old Business for updates.

### 4. Secretary/Registrar: N/A

### 5. Fundraising Director

- i. **Tournament Coordinator (Eric Steinhoff):** No updates at this time.

6. **Communications Director**
  - i. **Sponsor Coordinator (Sam Blank):** Sam reported that there is currently \$13,700 in the sponsorship account after revenue and expenses. He noted that more money should be coming in as he still needs to reach out to some sponsors.
7. **Board Member at Large**
  - i. **Recruitment & Retention Coordinator (Mike & Sara Westing):** No updates at this time.
8. **Past Board Member:**
  - i. **Clothing & Apparel Coordinator (Sarah Hartman):** Sarah noted that the purchase window from our three clothing vendors had closed. She also reported that the first order of coach's jackets had been delivered and that another order would be submitted for anyone that had been missed in the first order. We received a refund check from Innovative Graphics and should be getting one soon from General Sports. We did have five people order the custom NP logo hockey gloves, but the orders did not meet the 12-inch minimum threshold. Thus, those orders will be cancelled. The NP logo masks and hockey bags did not have a minimum requirement, so those orders will be filled. Brad asked if our Mite families will have an opportunity to purchase hockey clothing and Sarah confirmed that General Sports would open another sales window opportunity for our Mite families.
9. **Manager Director**
  - i. **Outdoor Ice Coordinator (Jeremy Denzer):** No updates at this time.
  - ii. **COVID-19 Point Persons (Cameron Stoltz & Sarah Donovan):** The association has had 27 players who needed to quarantine due to potential exposure to coronavirus either at school or at home. So far, of those who had to miss hockey due to quarantine, nine players have tested positive for coronavirus. Fortunately, we have not had to have an entire team quarantine at this time as there have not been any exposures tied to participation in hockey. An exposure is considered being in close contact (less than 6 feet apart) with someone who is positive for COVID-19 for 15 minutes, this is cumulative not necessarily consecutive minutes. It was noted that if a player on a team tests positive and was in contact with the team within two days before the confirmed test result, the recommendation will be for the entire team to quarantine. Discussion was given to taking another look within the facility to ensure that X's placed in the locker room are spaced out far enough and to place capacity limits on the door of the locker room. If there is not enough room within the locker room for the entire team, players will need to use the benches outside the locker rooms to put on their skates. Sam and Brad will plan to work on this. Discussion was given to reducing the entrance time to 10 minutes prior to a game/practice, this is something we may consider doing in the near future. John reported that he had received a courtesy phone call from the President of D6 who informed him that they had received an anonymous phone call claiming that New Prague was a "hotbed" for COVID-19 cases and that they can't believe D6 is allowing us to play hockey. Their phone number was blocked and they didn't leave any contact information for follow up. John noted that he shared information about our COVID-19 procedures and the steps we took to correct a situation in which a team had violated the spectator limits policy.

#### IV. NEW BUSINESS

- 1. DIBS Hours Donation Requests:** Our volunteer coordinator has received requests from association members to complete extra volunteer hours in order to “donate” them to other association members. In these cases, the families interested in completing extra hours either already have their hours waived because a parent is a coach or the family paid the buyout rate and are exempt from completing the 22 hours. This topic was discussed and it was determined that because so many of our volunteers (coaches, managers, coordinators, board members) put in well over the 22 hours of volunteer service time due to the nature of their position, we cannot support the practice of donating extra hours across families. If we allowed this, it would mean that each of those individuals who have many, many extra hours could distribute them as they see fit. Furthermore, the Board feels that families who already have their hours covered or waived should not sign up for additional DIBS hours opportunities as this takes away an opportunity for another family to sign up for their needed hours. This is especially important this season as our ability to offer volunteer hours has been impacted by COVID-19. Even though their intention is good as these families wish to help support another family, the Board does not support the practice of donating volunteer hours. There is an option for association members to donate money to the hardship fund at registration, which is a way that members can help support other hockey families who have financial hardship. Thus, it was determined that if the family would like to transfer their own DIBS buyout rate to another family, they are free to do so, but will then need to complete the required 22 hours of volunteer service for their own family.
- 2. xHockey Dryland:** Discussion was given to the topic of NPHA participation in dryland activities at xHockey. While MN Hockey does not recommend participation in dryland activities at this time, xHockey is not required to follow the recommendations of MN Hockey. Discussion was given to ensuring that our players and the xHockey staff follow social distancing guidelines in order to continue participation in dryland activities at xHockey. It was also decided that, effective immediately, we will only send one team at a time to xHockey for ice or dryland to further reduce opportunities for potential exposure. We may pursue more ice time at Faribault to make up for time lost at xHockey. *UPDATE: On 11/16/2020, a new communication was released from D6 about additional restrictions that set to be implemented immediately to further reduce potential exposures. In light of this communication, the Board held a special session and decided to suspend all dryland activities at xHockey until further notice.*
- 3. Approval of Mite/8U teams [CLOSED SESSION]:** The HDC submitted the Mite/8U team rosters for review. These rosters were reviewed and discussion was given to the Mite Placement process during a closed session that was held immediately prior to this Board meeting. Of note, Mite placements were held over two weekends (four total days – two days of skills, two days of scrimmages). Brad noted that some associations only have one or two days devoted to Mite placements. This year, we have a total of 102 Mite level players, which is a little less than the number of Mite players we had last year. It was decided that we will have eight Mite/8U teams this season. We did have a number of players who missed one weekend of Mite Placements due to their need to quarantine in light of potential coronavirus exposures that occurred outside of hockey (i.e. at school, or at home). But, all of those players were able to attend at least one of the Mite Placement weekends, so all players were evaluated for part or all of the placement sessions. Discussion was given to expanding our use of the Team Genius software to the Mite/8U level. At this time, we only purchased enough of software license to use it with our

upper-level teams. If there are enough spare Team Genius licenses to cover our upper-level Mites, we may use those this season. The Board recommends adding use of this software at the Mite/8U level to the budget for next year. Brian V made a motion to approve the Mite/8U teams, Jess seconded the motion. Motion passed (all in favor, one Board member absent). Discussion was also given to an incident in which a Board member observed several Bantam level players in a locker room without a locker room monitor. For this particular team, the coach prefers to be the locker room monitor, it was decided that we cannot allow this practice to continue as coaches often have duties that may pull them away from the locker room prior to the game. The coach and team manager will be informed of this and reminded that this is a SafeSport issue and that the association can be fined for failure to provide a locker room monitor.

## V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Brian Vosejpka):** Brian shared a report with the Board prior to the meeting that detailed the outcome of our fundraising program for the season. He noted that, overall, fundraising brought in just over \$131,000 in total sales, which is \$23,000 more than we brought in last season. We had some families who participated in our fundraising incentive program and raised more than the required sales amount, earning themselves some payback. Overall, NPHA profited about \$5,300 more than last year. Brian reported that wreath sales were down approximately \$3,000 from last year and noted that a combination of selling other products and families not being able to sell at work as much likely contributed to this. He reported that we sold more pizzas overall compared to last year. More Heggie's pizza were sold than Firehouse pizzas, but, because of the price differences, the Firehouse pizzas earned approximately \$3,000 more than the Heggie's pizza. Brian noted that Cookie Dough sales were up again from last year and that our new Odenthal meat products added over \$15,000 to our total sales. Wreaths are coming in this Saturday, we have one wreath parent who may be positive for COVID-19, so plans are to re-route those wreaths to another home and give DIBS hours accordingly.
- 2. Communications Director (Jess Snyder):** Jess indicated that she is hesitant to move forward with picture day as we may have some difficulty identifying a good location for pictures. Sam offered to provide an empty trailer from his place of business to be used as a photo location for individual player photos, which will be photo shopped into team photos. Jess indicated that she would follow up with the photographer to see if this is an option.
- 3. Manager Director (Brian Christensen):** Discussion was given to the idea of spectator passes. Brian reported that he has had some team managers ask if children 10 and under count toward the 2-spectator per player limit. He noted that while other rinks may handle this differently, all siblings count toward the spectator limit for NPHA. The Game Sheet electronic scoring program is up and running. Some associations are not using the software, but they are supposed to upload their teams into the system regardless so that the software can be used by associations who are doing the electronic scoring system.
- 4. Past Board Member (Jason Ashley):** No updates at this time. Jason was absent from tonight's meeting, he sent notice earlier in the day that he had a schedule conflict for work. Discussion was given to the importance of all Board members attending the monthly Board meetings and coordinating outside schedules around these meetings as much as possible. Brian C made a

motion to approve Jason's absence from the meeting, Jess seconded the motion. Motion carried (seven in favor, one opposed).

5. **Board Member at Large (Brad Breggemann):** Brad reported that the profit from the Preseason Clinics came in at about \$9,000 and was more than what we had budgeted for.
6. **Treasurer (Krystal Beetle):** No further updates at this time.
7. **Secretary/Registrar (Miranda Vertnik):** As of 11/11, we have 39 NEW players registered this season. Of those, 1 is a 12U player, 2 are 10U players, 1 is a Squirt, and the rest are Mites. (For comparison, we had 41 new players registered for the 2019-20 season.) Miranda is still in the process of collecting birth certificates for all of these players. Most have been collected, there are still 4 Mite level players that have not been verified. Miranda will reach out to these families again as this needs to be done before the players can be added to the official team roster. Birth certificates have been verified for all players above the Mite level at this time. All waivers have been fully signed and stamped by the releasing associations and their district director. So, no hold ups there for on-ice participation. As of 11/11, we have 301 TOTAL players registered to play hockey this season. We had two new Mites registered who later withdrew their registrations. (For comparison, we had 310 total players registered for the 2019-20 season.) All upper-level team rosters have been created on SportsEngine and USA Hockey and have been officially submitted to D6 and approved. Miranda is still waiting for one Squirt level coach to finish his coaching requirements so that he can be added to the team roster (deadline is Nov 12 for Squirts), he has been contacted with several reminders about this requirement.
8. **Vice President (John Prokopec):** John raised the question for the Board to consider whether we would like to schedule outdoor Shiny hockey this season. We are not to have any co-mixing of teams on the ice, but could offer this for one team at a time. The Board was asked to consider this topic for next month.
9. **President (Sam Blank):** Sam wanted to issue a reminder that the decision as to whether a player needs to quarantine or not is up to our COVID-19 Specialists. Coaches may choose to error on the side of caution if a parent asks them if the player should quarantine, but really should be referring parents to Cam and/or Sarah, our two COVID-19 Specialists. Sam reported that he has had some Mite parents ask if it is possible to have two parents attend Mite practices since Mites do not have the same number of game opportunities when two spectators are allowed. The one-spectator limit for Mite practices remains in effect at this time and it is important to note that most of our upper-level teams (Squirt/10U are the exception) are not allowed any spectators for practice.

Motion was made by Jess to adjourn the meeting and seconded by Krystal. Motion carried (all in favor, one Board member absent for the vote). Meeting adjourned at 10:41 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar