

Bismarck Hockey Boosters Board Agenda
Tuesday, April 23, 2024 @ 5:30 PM
The Pier

Board Members Present:

Ian McDonald
Kyle Leftwich
Brad Thompson
Layne Sedevie
Jacqueline Ressler
Matt Power

Other Members Present:

Mikayla Jablonski-Jahner
Jamie Nelson
Mike Dora

Absent:

Jerry Bahn

Call to Order

- 1. Parks and Rec Update - Dylan Thiem – No Update**
- 2. Old Business**
 - a. February and March Meeting Minutes to be approved and published.
 - i. Technical difficulties and we are still waiting on these.
- 3. Program Updates:**
 - a. Executive Director – Mikayla Jablonski Jahner**
 - i. Executive Report - See Attached
 - ii. Questions and Additional Notes from the Report
 1. Met with the Accountant on 4/23/2024 and they are still working to get the financials up to date. Once they are, we can make more decisions on jerseys, Pixellot for the new rink, etc.
 2. Member Surveys were sent to the Board.
 - a. The Negative comments were things we are already aware of and working to fix.
 - b. So much positive about kids loving the sport more after this year.
 - c. Overall, the ratings were good and we are trending in the right direction.
 - d. We may look to revamp the surveys next year.
 3. Things we are working on right now –

- a. Tournament Schedule (should go live the beginning of June)
 - b. Golf Tournament on July 19th at Tom O'Leary
 - c. Scheduling for Next year
 - i. The employee group is working on this together to be creative, find good places to overlap the ice and to get the Termites on the ice more. Also looking to find consistency for specific days to be skating, skills and trench to teams.
 - d. Met with the Figure Skating Group and Parks and Rec on the Advertising Contract.
 - e. Should have the last Gaming Location signed soon.
 - f. 10,000 Puck Challenge should go live on 5/1/2024.
4. SW District Meeting was on 4/22/2024.
- a. There were 4 proposed rule changes:
 - i. Making Fighting Penalties stricter – 2 games on first penalty, 4 games on the second and 3rd would be sent to the Disciplinary Committee. This rule was tabled.
 - ii. Every affiliate needs to update their information on the website. This rule was tabled.
 - iii. Code of Conduct for all Board Members. This rule was tabled.
 - iv. Start a rotation for State Tournament. The vote on this was yes.
 - b. Leif Mattson was voted in to be our SW Regional NDADA Rep.
 - c. Mikayla voicer our disagreement with play-in games for State Tournaments. There will be more discussion at the State Meeting. There may be 3 weekends of State Tournaments.
 - d. Mike will attend the Spring Meeting in Jamestown on May 11.
- b. Hockey Director – Mario Lamoureux**
- i. Hockey Director Report – See Attached.
 - ii. Discussion:
 - 1. Girl's meeting was held and there was discussion around tiering the 10U teams as well.
 - 2. Mike held the coaches' meetings. He and Mario will discuss the results this week or next. They will see what they can implement.
- c. Treasurer – Ian McDonald – No Update**
- d. Hockey Committee – Layne Sedevie – No Update**
- e. Fundraising Committee – Matt Power – No Update**
- f. Public Comment:**
- i. Maria Nasset talked to the board about her experience with the Disciplinary Committee and process.
- g. Agenda Items:**
- i. Multi-Sport Facility – RFP – Discussion of presentations given by architect firms:
 - 1. 4 firms submitted RFPs and were invited to present to the Board.

2. The Board discussed that we liked Icon for their fundraising aspect and the price they came in on. Also liked JLG with their ice experience and the Endeavor firm is local. We truly don't think we could go wrong with any firm.
 3. What does it mean to go forward? We need to choose a firm; all have about an 8-week process and the price between the firms range from \$10,000 to \$45,000. The firm would meet with each user group, prepare some preliminary drawings and fundraising decks.
 4. Gymnastics has offers to pay a portion of the upfront costs.
 5. We will take this discussion and reach out to Gymnastics as we liked two, but the price difference is large.
- ii. RahRah came to present a new fundraising idea and platform to the board.
 - iii. Discussion and Action on By-Law changes
 1. Jackie motions to pass the by-laws as sent to membership with the addition that membership will vote on the President, which has to be a current member of the board.
 - a. Matt seconds the motion.
 - b. Discussion: Jerry emailed the board and stated he would like to vote no to the changed in the bylaws. His main reason is the members make-up the club and should have the right to vote in for the next president (the board should not be making that decision.
 - i. We feel with the addition to by-laws made by Jackie in her motion, we are honoring Jerry's statement.
 - c. Motion passed.
 - iv. May meeting will be pushed to May 21st to give more members a chance to run for Board and Hockey Committee positions.

h. Executive Session

- i. Layne motions to enter executive session.
 1. Ian seconds the motion.
 2. Motion passes
- ii. Ian motions to leave executive session.
 1. Layne seconds the motion.
 2. Motion passes

i. Adjourn

FOR THE GOOD OF THE ORGANIZATION

**Executive Director Report
Bismarck Hockey Boosters
April 2024**

This month was filled with lots of end of season meetings, employee evaluations, and setting things up for next season.

Monthly update:

- Concessions:
 - Met with Melissa to discuss concessions and to set some additional goals for next season
 - We will look at hiring a few more people for concessions for next season
 - Also want a small deep freeze so she can buy more quantity at a time
 - Will reassess prices and costs as we get closer to season
 - Still doing some concessions for Roller Derby bouts and other events as they come up
- Financials/Budget:
 - Meeting Tuesday this week to get some preliminary information on the financials from the last few months and to clarify some questions they have
 - Working on preliminary info for budget – need those financials from accountant though
 - One thing I would like to do for the upcoming season is really track what money is allocated for what – i.e., Silent Auction is used for; Golf Tournament is used for; etc.
- Events and Fundraising Committees:
 - Getting current committee member commitments, along with new committee members so we can continue to work on items in the offseason
 - Meltdown:
 - Event held on March 23
 - Overall success in terms of raising funds but would like to re-think the actual event going forward (over \$11,000 raised)
 - Still have a few items that people need to pick up from our office
 - Gun Raffle:
 - Drawing held March 23
 - Sold all but 4 books so we will likely remain at same number of books next year
 - All people have been contacted that won but will follow up with some in the coming weeks
 - Claire is working on final paperwork for gaming purposes
 - Advertising:
 - Met with Parks and Rec and BFSC to go through new contract – getting a bit creative in selling SCH ads; also looked at other organizations' costs on these and felt we could do a slight increase
 - Will push on getting final payments from advertisers from last season
 - Will reach out to businesses about renewing come May and also reach out to new businesses

- Would like to have all new signs up in September
 - Apparel:
 - Jennifer has prepared a proposal for getting required items needed to make our own apparel next season – will wait to order anything until we are ready to make a spot for this in our storage area
 - Will also need to follow up with our current vendors for payment and renewal of contracts before end of June
 - Inventory:
 - Inventory has been ongoing this last month and we are first gathering numbers so we know what we need to order for next season and include in the budget
 - Once numbers are done and we have cleaned out, we will organize so things are ready to hand out next year
 - Sponsorships:
 - Start working on these in the off season to gear up for next year
 - Looking for sponsors for all levels to help offset costs of jerseys
 - Golf Tournament:
 - Ended up changing the date on this, as it was pointed out it June 28 was McQuade's weekend and we had some people out of town for other items
 - Now July 19 at Tom O'Leary
 - Looking for sponsors
 - Working on games, food, prizes, etc.
 - Registration opened this last week
 - Bismarck Larks:
 - We are doing a BHB Night at the Larks on August 7 and will do the Miracle Minute for our organization
 - Kickoff Events:
 - Looking at some different opportunities for our members for this event – possibly pairing it with an opportunity for a fundraiser at the same time!
- Home Tournaments:
 - Waiting on Mario to send us final dates and levels so we can open registration in coming weeks
 - Will keep cost the same and look at how many teams we can accommodate for each level
 - Hope to open June 1 at the latest
- Scheduling/Ice Offerings:
 - BHB Camp – August 12 – waiting on info so we can open this up
 - Preseason will also start in August – need to discuss what this looks like and who will run it this year
 - Looking at getting dates set for next year already on everything else
 - We are having a meeting soon to discuss some preliminary scheduling ideas for practices since this is an area of concern raised by coaches and members
- Gaming:
 - Gaming audit was expanded through current so I've been working with AG's office on getting information to them
 - Blackjack is up and running and we have 3 dealers

- Claire getting up to speed on bingo and we will hire bingo workers to start in July
- Matt is still navigating the auditing of everything so there has been a bit of a snag on our transfers from gaming to trust, causing us to use more of operations and pull from money market – hope to resolve this issue soon so it is smoother in the future
- 3 sites secured for next season – waiting on 1 yet to sign
- Claire will work on ideas for Caps and Taps and Club Card events for next season
- Current Gaming Sites: Tap-In Tavern, Our Place Tavern, and The Pier
- Thank you cards were sent to sites with some still needing to be put in the mail; nice touch to say thank you to our sites
- Also looking at putting up a wall sign at CIC as a “thank you” to the sites
- Coaches Evaluations:
 - Mike completed all of these this season and met with all coaches who wanted to meet
 - He took great notes so we can look at how we can improve based off of those comments
 - Coaches like these end of year meetings to discuss items and have an open dialogue
- End of Year Survey:
 - Forwarded for your review
 - Biggest themes:
 - Scheduling of dryland/practices
 - Coaching the coaches/meetings/curriculum
 - Coaches and team selection
 - Separate ED from Hockey
 - Communication from board and employees
- Jerseys: We now have a good handle on what we have for jerseys so we are discussing what needs to be replaced and how we start a rotation of the jersey replacement going forward
 - Will look at ways to offset these costs and also look at different sponsorship costs
- 10,000 Puck Challenge:
 - Waiting on some additional information and direction from Mario so we can open this up; were hoping to do so in April but May 1 is our new estimate
- Elections: Jamie has online voting ready again for this year
 - If bylaws approved, open positions will be secretary and disciplinary member at large
- Employee Evaluations: completed all of these and will discuss with the Board
- Policies/Handbooks:
 - Met with Disciplinary Committee to discuss changes to this policy
 - Met with Miquela Butz and made a few minor changes to DIBS Policy
 - Working on Handbook with all staff
 - Having discussions on the Fundraising Policy and how to make that work with the requirements of the AG’s office
 - Mike discussed reviving the “Systems Handbook” and working on getting something put together with Mario for coaches/members
 - Would like to have all of this to Board for May meeting for review/approval

BHB April Board Meeting HD Report

Some things to note as the season concluded on thought process from the previous year and looking into next season:

- organizing levels and team declarations for 24-25 season

- met with girls committee on what would be appropriate for declarations next season. Uncertain on a number of girls that will stay in the club or move to high school. Until we know more, very tentative plan.

Team declarations that were discussed:

15UA, (12UA, 14UB both competing in 12UA league), 12UB, 10U x 2 teams.

- Planning out all BHB events ahead of time. Tournaments, Jamborees...etc.

- Having a plan for utilizing ice efficiently throughout season. We will have a designated skating/skill day, get more kids on the ice in a productive manner, and hopefully open up more single team practices. utilize morning ice slots. We have access to 4 ice sheets in the mornings. Discussion was to have teams rotate 1 or 2 weeks during the year through morning practice slots.

- discussions around implementing process for teams to pick up extra ice time during the season

- I would like practice jerseys provided for all players to help practice time be more organized for coaches.

- Working on creating contact with several Canadian clubs to find additional games throughout the season. Goal is to find competitive games with a reasonable travel time. Work in progress.