



AC Girls High School Hockey

Booster Club Meeting Minutes

Monday, July 12, 2023

New Hope Ice Arena, New Hope, 7:00 pm

Attendance:

Name	Position		Name	Position		Additional Attendees
Rick Mack	<i>President</i>	X	Chad College	<i>Vice President</i>	X	Jerry Mlekoday , Steve Melsness
Kevin Monogue	<i>Treasurer</i>		Lisa Reberg	<i>Incoming VP</i>	X	
Susan Otto	<i>Incoming treasurer</i>		Allison Riestenberg	<i>Secretary</i>		
Matt Cook	<i>Head Coach</i>	X	Jen Johnson	<i>Incoming Secretary</i>	X	

July Group Agenda:

1. **July Booster Communications** email update
2. Matt: Plan date/time for **Summer Coupon Card fundraiser** (optional event, proceeds to offset booster fees)
3. Updates on **Golf Tournament** planning - see section below
4. Chad: Outline **Sponsorship program for 2023-24** season (plan levels and prices)
5. Possible **parent get together** in late August, invite 8th grade parents
 - a. Include in July Booster communications, see if anyone wants to host this
6. **Holiday Tournament** Updates - see section below

Group Old Business:

1. **Proposed Capital improvements** for locker room (Rick and Matt)
 - a. \$7000 available in the budget (from previous fundraising efforts) for a long term goal(s)
 - b. Options updates to both locker rooms
 - i. Rolling carts for Sparks machine, tape, etc.
 - ii. New stalls (Rick will get quotes)
 - iii. Updates to electrical system/wiring
 - iv. New stick racks
 - v. New fridge
 - vi. New weight rack in JV room
 - c. In July, Rick sent Matt plans for some remodeling
 - d. Discuss at August meeting:
 - i. Plans Rick sent to Matt for remodeling
 - ii. Matt suggests doing stick shelving area; get new fridge; get speaker for each locker room (Kevin and/or Rick, \$300 for each speaker = \$600)
2. Electronic payments follow up (Kevin, Rick)
 - a. Rick will go into the the Bank before the next meeting, will provide bank's feedback about Zelle as a payment option

Golf Fundraiser (Sunday, 9/17, 1pm shotgun start, potluck event)

Co-chairs: Steve Melsness & Jerry Mlekoday with the help of the incoming sophomore parents

1. Group planning meeting scheduled at Jerry's house Wednesday, 6/14 > no one came
2. Provide updates to webpage to Allison: [Golf Tournament \(armstrongcooperhockey.org\)](http://armstrongcooperhockey.org)
3. Jen: ask Kevin for budget for event
 - a. Planning for 120 people
4. Jen: looking into catering options and pricing for food from costco
5. Jerry sending out emails to families to help gather donations for raffle
6. By Aug. 15th: want the sophomore families to see what they can donate then open it up to other families to contribute.

7. Tickets for the raffle and boxes
8. Same game as last year: shotgun start

Holiday Tournament (12/28 - 12/30/2023):

Chair: Jenn Monogue

1. Tell Jenn M: There are some concerns with the new system they want us to do, maybe not super into this idea
2. Holiday tournament dates are set up on Dec 2023 calendar.
3. Contracts: OPC has not signed a contract, all other teams have signed/returned contracts.
4. All hotel agreements will be finalized in the next few weeks.
 - a. Is working on an agreement with the hotel Fergus Falls used last year for a block of rooms abd kick back to us.
 - b. Is working with Maple Grove hotel that Bemidji stays at to get a kick back from them.
5. Continue to use Facebook Live to broadcast AC's varsity games during this event (when possible). Do not use Hudl (suggestion by Larry Tate/Armstrong AD) because users have to pay a fee to watch on that platform.
6. Allison updated the webpage: [Holiday Tournament \(armstrongcooperhockey.org\)](http://holidaytournament.armstrongcooperhockey.org)

President Report: Rick

New Business:

1. none

Old Business:

1. Set up **Bank** meeting to get bank credit card, and discuss electronic payment options like Zelle.
 - a. Rick got bank credit card, needs to activate it
 - b. Zelle: Rick will set this up
 - c. Lisa R has a phone number that is on the app: Zelle, Venmo
 - d. Lisa: do some research on Zelle, Venmo: fees
2. **Capital Improvements:** Rick and Matt will work on this project over the spring/summer 2023. Look at [KJ Branding](http://kjbranding.com) site.
 - a. New stick rack, new locker stalls, and barbell racks, and design for a rolling cart (for Sparks machine, tape, etc.).
 - b. **Grants/Donations:** MidWestOne Foundation (branch in GV) supports capital improvements. Requires a list of specific items we want/need to fund improvements for physical training areas, locker room improvements, including outline of costs.
3. **Outstanding Booster Fees for 2022-23 season thru company matching programs**
 - a. Rick: One thru Benevity Jen says she can't see AC to send money to – she has a email to them to see why
4. for 2023-24 season - Rick meet with Jen S:
 - a. hand over Benevity/company matching programs instructions
 - b. change President info in Google to Rick and give Rick admin rights meeting. Going forward, Chad and Rick will have Admin access.
5. Collect all passwords for Google Booster Board accounts, change them and provide updated passwords to existing Booster Board members. This should be done every year for security.

Vice President Report: Chad (& incoming: Lisa Reberg)

New Business:

1. Get Lisa login/password to VP@acgirlsbooster.org email
2. **Sponsorship program for 2023-24** season (plan levels and prices) < this is complete, amounts/breakdown the same as last year.
 - a. Chad: Send flier (and updated store link for web page) with 2023-24 Sponsorship prices that can be sent out by families in July and August.
 - b. He and Lisa went and said thank you's and were respitive and thankful think we will still have sponsorship
 - c. There may not be an online option to buy a sponsorship this season as Jay/Lisa on the Boys booster club set this up and they are done with boys HS hockey now. (old link: <https://armstrong-cooper-hockey-boosters-inc.square.site/>)
3. New Hope Lions Annual Corn Feed (Aug 9th, starts at 4:30pm in parking lot of Unique Thrift Store (42nd and Winnetka Ave)
 - a. We have volunteered to help them with this event (husking corn, wrapping brats and burgers, etc.) as team building opportunity. The girls/parents should wear AC wings gear.
 - b. SignUp Genius has been set up and sent out to booster members. Chad needs numbers ASAP.
4. Follow up on Local race fundraising: only provides \$15, better to go with the coupon fundraiser instead.
5. Look into getting cheaper hats for outdoor game (in January) for players and coaches

Old Business:

1. Lisa: Book block of rooms for team/coaches in Mankato area for road trip weekend. Also look for a different hotel for parents who want to stay at.

1. Set up a meeting with Larry at AHS to introduce Rick to the AHS athletic office group
2. List of 2023-24 fundraisers to go towards booster fees
 - a. **Heggies** - for every pizza you sell, you get \$X against your outstanding booster fees
 - b. **Company Matching/Benevity** - only available to some families whose employers offer it
 - c. **Sponsorships** - Outline Program for 2023-24:
 - i. Pick a date in the summer as the 'start' of our sponsorship drive. Send out a program outline to families a couple of times during the off season, in mid to late summer (1st one during STP; 2nd one in August?)
 - d. **Impact Fundraising Coupon Cards**

Treasurer Report: Kevin (& incoming Susan Otto)

Bank Status:

1. Current Bank Balance (if all outstanding items clear): **\$\$29,427.24**
2. Bank Activity IN/OUT since last meeting:

6/1/2023	Cybermats Cafa	\$190.00	\$29,486.61
7/3/2023	Gapps Experts	(\$59.40)	\$29,427.21

3. Outstanding/going out in future:
 - a. **Paige (2022 fall training) - Matt needs to get this invoice**

New Business:

1. Get Susan login/password to treasurer@acgirlsbooster.org email

Old Business:

1. Received \$190 from CyberGrants - do not know who this came from
2. Waiting for Matt to get an invoice from Paige for 2022 Fall Clinic so we can pay her
3. **Outstanding Booster Fees for 2022-23 season**
 - a. One that the check was supposed to go thru the school. Kevin and the school can't locate this one. Work with the parent involved to contact their company's HR department.
4. **Future items:**
 - a. Dues pmt options - address this in September:
 - i. **Keep PayPal** as an alternative payment option, will ask families who use it to pay the fee.
 - ii. **Create invoices** for each family that include the pmt options and the amts for each (ie w/ fees) and list of with everything included in fees (w/out prices, just the list)
 - b. For new jerseys, we must send bill to the school for them to pay the vendor directly. The school will then send us the remainder of the bill to pay.

Coach Report: Matt

New Business:

1. Get Tie-Dye t-shirts project planned:
 - a. need to order these and get a date set for planning the event by the end of July
 - b. Jeff M. will design
2. Larry Tate (Armstrong AD) would like us to move to utilizing "Hudl" to stream all of our games vs Facebook Live. This would give the users access to ALL Armstrong and Cooper events. (sports, band concerts, etc). However, There is a cost that goes with this (per user). He stated that the managers will have their own login information and it won't affect the coaches clips that they need.
 - a. Cost: \$5.00 per game / \$15.00 a month / \$125.00 a school year
 - b. Cool Feature: When streaming the games on the Hudl account, this gives us another way to showcase our sponsors. Larry mentioned that we can play a commercial at game stops / in between periods, as well as have their logos streaming throughout the games.
 - c. >>The board discussed and we don't think we will use Hudl to broadcast games (as suggested by Larry) cuz the user has to pay a fee to watch.
3. Boosters approved buying pucks for the Holiday Classic and all home games - with AC Wings design on them
 - a. Jerry M will design the image for the pucks
4. Proposal to purchase knit hats for outdoor game (Jan 13th) for players and coaches. Need approximately 24 hats?
 - a. Chad will look into getting cheaper hats.

Special Early Order Pricing - \$18 each, plus Shipping
 Minimum Order 12 pieces, Any Design, Any Wording, Any Layout
 Orders Must Be Placed by July 30 for Pricing - 4-week Delivery Time



Old Business:

1. Matt: Plan date/time for **Summer Coupon Card fundraiser** (optional event, proceeds to offset booster fees)
 - a. Contact jon@impactfundraising.com to set up a date/time for this near the end of STP.
 - b. Work with the team Captains to message the team about the fundraiser date, going to sell in neighborhoods
 - c. Draft email to go to families/parents - outline its purpose, ask for parents to do driving/rideshare
2. **capital Improvements:** Rick and Matt will look into New stick rack, new locker stalls, and barbell racks, and design for a rolling cart (for Sparks machine, tape, etc.).
3. Get invoice from Paige for Fall Clinic 2022 so we can pay her
4. Update on new equipment orders that were approved at March meeting:
 - a. Home Jerseys: All Star Sports will be doing the new home jerseys, working on design with Mark from All Star
5. **Bus Trip** dates: 11/17 - 11/18/23 > Mankato East on Friday, Le Sueur on Saturday
 - a. Event/games added to calendar
 - b. Matt will get a quote for the bus
 - c. Lisa R./Hotel quotes for a block of 15 rooms for team/coaches in the Mankato area. Need breakfast included and a banquet room for the team to gather. Will also look for a different hotel for parents who want to stay at.
 - i. Option 1: AmericInn > \$179/room 2 beds/free breakfast and 1 free room (meetings?)
 - ii. Option 2: \$119/room 2 beds/free breakfast, no meeting room
 - iii. Last year's budget - \$180
 - iv. List confirm

Secretary Report: Allison (& incoming Jennefer Johnson)

New Business:

1. **July Booster Communications:**
 - a. Allison waiting for booster board to fill in missing information in [Draft](#)
 - i. Booster fees will now include Fall Clinic > \$500/skater
 - ii. opportunity to offset booster fees with
 1. Coupon Card Sales (this summer)
 2. Sponsorship drive (now until Sept 1st)
 3. Heggies Pizza sales (November)
 - iii. Golf tournament date/info
 - iv. Possible **parent get together** in late August, invite 8th grade parents > ask for someone to host this

Old Business

1. Jenn scheduled mtg room at rink for Booster Board meetings for August 2023 thru Jan 2024 (rm 1 for 1st Mondays and rm 2 for 2nd Mondays in Sept and Jan).
2. Jen added the 2023-24 game schedule to the 2023-24 season on Website

3. **Alumni:** Allison working on moving parents to the new Alumni Parent group, need help identifying parents that are from previous years

Fall Item:

1. **Dick's Sporting Goods Grant:** Send a thank you email with a photo to DSG in September when pre-season events start.
2. Apparel: got quotes on 2 winter jackets. This would be something families would need to buy themselves in the apparel store. Will not be purchased by the booster club. Quotes from Mark/All Star Sports:
 - a. [CCM Men's Winter Jacket - Hockey Teamwear Jackets and Coats \(ccmhockey.com\)](http://ccmhockey.com) = \$165/each
 - b. [BAUER HOCKEY HEAVYWEIGHT JACKET SENIOR](http://ccmhockey.com) = \$115/each thru All Star
 - c. ****Group preferred this jacket: [WOMENS PARKA JACKET \(ccmhockey.com\)](http://ccmhockey.com) = \$130/each thru All Star**
 - d. 7/13: send the 2 options to the team > have them choose one. Then add it to the All Star apparel store in the fall for families to purchase.
3. **2023-24 season photography:** Booster Board decided to hire a photographer for event games
 - a. Dack Neerhing is interested in doing photography for the 'event games' in the 2023-24 season.
 - b. Send him dates when the schedule is decided for the following events:
 - i. Senior night
 - ii. 1 jv and 1 varsity game at the holiday classic
 - iii. Youth night
 - iv. Teacher appreciation
 - v. Possibly one additional game earlier in the season
 - c. Will contact Micaela Dixon about these events when dates are set up:
 - i. Alumni Game (Michaela)
 - ii. Fun pre-season photos (Michaela)
 - d. Allison will take pictures at the Outdoor game

Website updates

1. Review the website and make any necessary changes/updates.

Next Month - August Agenda (Monday, 8/14/2023 - Location NHIA, mtg rm 2):

1. Search for new Secretary candidate (Jen Johnson decided not to take over the position)
2. August's communication will include:
 - a. Scrimmage Fest, Nov 4
 - b. Fall Clinic
 - c. Sponsorship drive reminder (until Sept 1st)
3. September's communication will include:
 - a. Explanation of and expectations for:
 - i. Center Ice Club, Game day ops
 - b. Booster Fees due date reminders
4. **Update on Capital improvement** Ideas for locker room (Rick and Matt)
 - a. Discuss at August meeting:
 - i. Plans Rick sent to Matt in July for remodeling
 - ii. Matt wants to do stick shelving area; get new fridge; get speaker for each locker room (Kevin and/or Rick, \$300 for each speaker = \$600)
 - b. \$7000 available in the budget (from previous fundraising efforts) for a long term goal(s)
 - c. Options updates to both locker rooms
 - i. Rolling carts for Sparks machine, tape, etc.
 - ii. New stalls (Rick will get quotes)
 - iii. Updates to electrical system/wiring
 - iv. New stick racks
 - v. New fridge
 - vi. New weight rack in JV room

Meeting adjourned - time: 8:06PM

Secretary: Jen Johnson, Date: 7/12/2023