

New Prague Hockey Association
Regular Meeting of the Board of Directors
Dual Locations: NPACC and WebEx
Wednesday, October 14th, 2020 7:00 P.M.

Meeting called to order at 7:00 p.m.

NPHA Board

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

Brad notified the Board prior to the meeting of his absence due to travel. Jess made a motion to excuse Brad's absence, which was seconded by Brian C. Motion passed, absence excused (all in favor, three Board members absent from the vote).

John notified the Board prior to the meeting of his absence due to his required attendance at a coach training. Jess made a motion to excuse John's absence from the meeting, which was seconded by Brian V. Motion passed, absence excused (all in favor, three Board members absent from the vote).

Jason had notified the Board prior to the meeting that he would be attending via WebEx call-in due to a schedule conflict. However, by the end of the meeting Jason had not joined via WebEx. Krystal made a motion to decline excusing this absence, which was seconded by Brian C. Motion passed, absence unexcused (all in favor, three Board members absent for the vote).

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	absent
Ice Time Coordinator	Tyler Kienow	absent
Assistant Ice Time Coordinator	VACANT	
HDC Coordinator	Joe Franck	absent
Volunteer Coordinator	Jen Mushitz	present (via WebEx)
Concessions Coordinator	Brea Applen	present (via WebEx)
Mite Coordinator	Brad Breggemann	absent
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present (at NPACC)
SafeSport Coordinator	Mike Franklin	present (via WebEx)
Clothing & Apparel Coordinator	Sarah Hartman	absent

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: Tom Huber (HDC representative joined at the NPACC); Mike Nazzal (parent joined at the NPACC); Dan Iverson (parent joined via WebEx); Amy Danielson (parent joined via WebEx)

I. REPORTS

1. **Secretary's Report (Miranda Vertnik):** The Meeting Minutes for September 2020 were shared with the Board on September 29th. It was noted that she added one revision after distributing the minutes, this revision pertained to the Coordinator positions the Board determined would be added to the Flex Roster on the USA Hockey Flex portal. A motion was made by Krystal to approve the September 2020 Meeting Minutes with the noted revision, which was seconded by Jess. Motion carried (all in favor, three Board members absent for this vote).
2. **Treasurer's Report (Krystal Beedle):** The Treasurer's Report for September 2020 was shared with the Board prior to the meeting. Deposits since the last Board Meeting have included Regular Season Registration fees and the first payment plan installations from those who selected the payment plan option at registration. September ice fees were paid, most of which was for the Preseason Clinic sessions. The first payment to xHockey was also made, tryout evaluators were paid, 11 coaches and 12 referees were also paid. There were some errors made on some of the registrations, so those families were either issued refunds or invoices as necessary. On Oct 3rd, we paid for additional Girls 10U tournaments. All tournament expenses have been booked. Faribault fees will be paid as we go, she noted that the rate is \$180/hour, not \$185 as was listed in her Treasurer's Report. A motion was made by Brian C. to approve the September 2020 Treasurer's Report, which was seconded by Brian V. Motion carried (all in favor, three Board members absent for this vote).
3. **Gambling Report (Nate Borwege):**
 Nate shared the August 2020 Gambling Report with Brian C. prior to the meeting. Brian reviewed the report during the meeting, noting the following: Gross receipts for August totaled \$5,433; value of prizes paid for July totaled \$4,200; Net receipts for the month of totaled \$1,233; end of the month account balance is at \$4,035.15. Expenses include payroll, gambling taxes, tax preparation, purchase of pull tab games, and rent at the Fishtale Restaurant. It was also noted that Nate had spoken with Jennifer at the MN Department of Revenue, who has sent 2 certified letters to our PO Box requesting a Certified Inventory. Nate had not received these letters and wonder if anyone has been checking the PO Box. Krystal indicated that she regularly checks the PO Box and that she had not received these letters. The return of lawful gambling at Carbone's is still unknown at this time. Nate and Susan Murphy are working on preparing the Raffle Calendars, which will be distributed shortly after Mite placements. Miranda will send Nate and Susan a list of families who need to sell the Raffle Calendars, which includes all association families apart from those who are NEW first year Mite level families. A motion was made by Jess to approve the August 2020 Gambling Report and the Lawful Expenditures Pre-Approval for Payments, which was seconded by Brian V. Motion carried (all in favor, three Board members absent for this vote).

II. OLD BUSINESS

1. **COVID-19 Planning Updates:** One of our parent volunteers recently reported that he has observed serious disrespect by some players and parents at the Bantam and PeeWee level regarding the COVID-19 facility guidelines. Specifically, there has been pushback by players and a parent regarding the restriction prohibiting players from entering the building without their large hockey bags. Some players have also reportedly exhibited disrespect toward our volunteers when they enforce the mask wearing policy. It was reported that while 90% of the players are following the guidelines as asked, but that some have been disrespectful each time the parent volunteer is working a lobby monitor shift. One player was noted to have stated “F*** off” and has “flipped the bird” on one occasion. This behavior is unacceptable and constitutes a behavior violation. Sam will discuss this further with the volunteer and encourage him to file a formal complaint which will be routed to the Disciplinary Committee. Discussion was given to empowering our volunteers with training on the facility policies and our right to refuse service to any member who does not follow the rules. We also discussed the need for better signage about the facility rules and to help direct the flow of traffic within the facility as well as the need for two volunteers for each shift. It was also noted that there have been occasions where the High School Girls team has not followed the facility rules. We also plan to have Sam, Brian C, Cam Stoltz, and some parents who have completed numerous lobby monitor shifts meet together at the rink to help identify ways to improve adherence to the facility guidelines. The Board is grateful that the parent volunteer brought this issue to our attention. It is our primary goal to have a safe and successful hockey season. Sam will address this issue further with NPACC management.
2. **Concession Stand POS Recommendations (Erick Christianson):** Our Concession Stand POS Specialist shared his recommendations for a Point of Service options to be implemented at the Concession Stand with Krystal, who forwarded his email to the remainder of the Board. Ultimately, after reviewing multiple POS options, Erick has recommended the use of Square due to its ease of use, cost, and functions. At this time, there is one operational issue that needs to be explored further to make sure the system will work for our needs.
3. **All-Association Meeting Alternative:** All Board members were asked at the last meeting to put together a brief write up of their information ASAP and send it to Jess so that she can send out a newsletter to association members. Jess is still waiting on information from some of the Board members before a communication can be sent out to the association.
4. **Junior Gold Updates:** At this time, we are waiting on more information about the status of high school hockey. With potential limitations to the number of high school players who can participate in the HS hockey program, we may in fact have enough players to support a Junior Gold team this season. We are continuing to monitor this closely.
5. **Registration Updates:**
 - i. **Preseason Clinics** Our Preseason Clinics continue to be going very well. Brad continues to work hard to allow players who were unable to register for the full clinic the opportunity to participate on a pro-rated basis when there are known absences. Players appear to be having a great time during these clinics and it has been great having Butch Kabel involved with skate instruction at the clinics.
 - ii. **Regular Season**
 1. As of 10/13, we have 33 NEW players registered to start this season. Of those, 1 is a 12U player, 2 are 10U players, 1 is a Squirt, and the rest are Mites.

- a. Miranda is in the process of collecting birth certificates for all of these players. Birth certificates have been verified for all players above the Mite level at this time.
 - b. We have 2 players who needed waivers releasing them from TCU Hockey. Both have been signed by the TCU President, but both still need the signature from their District Director. We had a 3rd player who needed a waiver releasing them from TCU, but that player withdrew their registration.
2. As of 10/13, we have 295 TOTAL players registered to play hockey this season. We did have one new Mite level player withdraw their registration in light of the restrictions regarding spectators at the arena. Since their withdrawal from the program, the NPACC revised their policy and increased the spectators from one to two. Miranda will reach out to this family and inform them of this change in case they would like to reconsider.
3. All team rosters (apart from the two 10U teams and our Mite level teams) have been created on SportsEngine and USA Hockey, rosters have been officially submitted to USA Hockey for most of the upper level teams. Miranda is still waiting for a few coaches to complete their coaching requirements so that they can be added to the team rosters.
4. Next year, Miranda would like to propose setting the registration date for tryouts as earlier than the 48 or 72-hour deadline that has been suggested. A lot of work goes into verifying all registrations, checking for errors, communicating with families if there are errors, and putting together lists on her end. In addition, the registrar is also hit with a significant amount of work for maintaining coaching records at this time, further complicating her ability to act quickly on this. This will be discussed further at our Handbook Review sessions in the spring/summer as any change to our policy will need to be clearly laid out in the Handbook.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** Sam intends to speak with Kevin about issues surrounding compliance with NPACC COVID-19 Guidelines, if anyone has any specific examples of times when the facility was not cleaned as outlined in the guidelines or any examples of rink staff not wearing masks as mandated, please share them with Sam and he will communicate these concerns to the NPACC. It was noted that the NPACC is looking to hire additional rink staff (must be 16 or older).
- ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
- iii. **SafeSport Coordinator (Mike Franklin):** Mike Franklin reported that he has completed his video introducing himself as the SafeSport Coordinator for NPHA, which he passed along to Jess who will share the video with the association. Mike is also working on revisions to the SafeSport section of our website and clarification on the procedure for SafeSport related complaints. He has newly laminated posters for the locker rooms. Also of note, the D6 SafeSport representative is agreeable to having Sam closely

involved in communications regarding SafeSport issues as the President of the Association is the backup SafeSport Coordinator.

2. Vice President

- i. **HDC Coordinator (Joe Franck):** Tom Huber attended the meeting in Joe's absence. He reported that having no more than 20 players per tryout session this season was highly beneficial. It made for better opportunities for our evaluators to conduct their evaluations of each player. In addition, the association will likely move toward having closed tryout sessions in the coming years. It was noted that the players were considerably more relaxed on the ice without their parents watching the tryout sessions. Trainings with Butch Kabel for coaches have been well attended. We have Mite placement sessions coming up soon. The Team Genius tryout software was great to use for our upper level players and will continue to be used with the upper level players to track progress throughout the season. Sam noted that he was grateful to attend the HDC meetings following player tryouts. He was impressed with the highly objective process that was used to make team selections for players. It was noted that throughout the tryouts, players wore numbered pinnies, all evaluators were brought in from outside of the Association, and that only scores were displayed (no pinnie numbers or names) when the HDC reviewed the scores for determining team placements. Sam thanked the HDC for all of their hard work and time spent organizing and holding player tryout sessions.
- ii. **Mite Coordinator (Brad Breggemann):** No updates at this time.
- iii. **Ice Time Coordinator (Tyler Kienow):** Sam noted that Tyler had reported that the game draw process has been going much slower than usual, we are still waiting on scheduling games on our home ice because of delays at the high school level. It is quite possible that our teams will have a lot of "double header" games.
- iv. **Equipment Coordinator (Troy Gilbertson):** Brian noted that Troy had reported that our players' jerseys and socks are in at the vendors. Players should expect to receive them at the end of the month. We are out of extra jerseys already as we had a lot of players put in late jersey orders. Pucks are in, coaches can pick them up. At this time, we only have one set of goalie gear at the 10U level, we may need to purchase a second set. All four upper level Mite teams will have new goalie gear this season.

3. Treasurer

- i. **Concession Stand Coordinator (Brea Appen):** Our plan is to renew our concession stand license as we normally would and our Sam's Club membership as well. The health department is recommending sales of prepackaged food only. We plan to install a plexiglass shield at the concession stand if/when it is made operational. Discussion was given to opening the concession stand for games only, the plan will be to open the stand by December 1st at the earliest.
- ii. **Volunteer Coordinator (Jen Mushitz):** Jen has been posting ample DIBS hours opportunities, we still have quite a few hours unclaimed. At this time, we are 150 hours behind schedule as compared to last year, but there are many more opportunities for hours coming up soon. We encourage families to claim hours as soon as possible to guarantee they are able to complete their required hours.
- 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):** D6 was has requested our policy if the tournament is cancelled due to COVID-19. We think there may be some confusion here, as it likely should be D6 that would have a policy if their tournament is cancelled.
6. **Communications Director**
 - i. **Sponsor Coordinator (Sam Blank):** Kelly Lane will be the Sponsorship Coordinator Assistant this year, this position will fulfill the 22-hour volunteer hours requirement.
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):** No updates at this time. We did clarify that during our Budget Meetings this past summer it was decided that coaches would receive a new coach jacket every three years and a NP Hockey hat on the years that they are not eligible for a new jacket.
9. **Manager Director**
 - i. **Outdoor Ice Coordinator (Jeremy Denzer):** It was reported that routine maintenance has been done on the equipment.
 - ii. **COVID-19 Point Persons (Cameron Stoltz & Sarah Donovan):** Sarah reported that since the beginning of the season, we have so far had two players out with confirmed COVID-19 and a handful of players out due to having symptoms themselves or having been exposed to someone who had symptoms. We are tracking this by team, and so far, everyone who is out due to symptoms or exposure experienced their exposure outside of NPHA. These players are all on different teams and we have not had to have any teammates quarantine as there was no exposure to their teammates. John had requested some hypothetical examples of how to follow the decision tree to be shared with the team managers and coaches. A short presentation was prepared and shared with the managers at the Manager's Meeting and passed along to the HDC who shared it with the coaches as well. Thank you to Cam and Sarah for all of their hard work in their roles as COVID-19 Point Persons!

IV. NEW BUSINESS

1. **Game Sheet Pilot Program:** USA Hockey is implementing an electronic score sheet for games and D6 will be piloting this program beginning this season. Our score sheet stickers will still be used for scrimmages. We will need to order iPads to use the electronic score sheet programming. During an earlier email communication about this program, Brad suggested that we consider purchasing 1 iPad per upper level team (13 total), which would cost approximately \$3,000. This could work with our 2020-21 budget as we allowed for some additional equipment expenses and have saved money on tournament costs this season. Brian C made a motion to approve the purchase of 13 iPads to be used for electronic score sheets, which was seconded by Jess. Motion passed (all in favor, three Board members were absent for the vote).
2. **DIBS Hours Proposal (action photography for our website):** Dan Iverson, parent, submitted a proposal to offer photography services to count towards his 22-hour volunteer hour requirement. His proposal is to take action photographs of our players at various levels of play, which we can

use to personalize our NPHA website. He has 20+ years of professional photography experience and even worked as a sports photojournalist. He also noted that he could take some photos of the facility to help present visuals to go along with our COVID-19 guidelines for association members, which could help convey the expectations for each team/player/spectator. The Board agreed to this proposal, and noted that all registered players' parents had signed a release to have their child photographed for public sharing. Dan will report to Jess for this role.

3. Approval of the 10U B1 and B2 teams [CLOSED SESSION]

V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Brian Vosejka):** Fundraiser item pickup will be held outside and will involve many volunteers to help with distribution he has been working with Jen to coordinate volunteers. Brian will be requesting 6 volunteers to assist with fundraiser packet drop off.
- 2. Communications Director (Jess Snyder):** Jess noted that there are old trophies that were cleaned out of the trophy case and placed on a table inside the arena. They are open for anyone to pick up who played on the team. She will send out an email communication to the association letting folks know about this. Jess will move forward with setting up a photography session for individual and team photos (team photos will be photoshopped together with the individual photos to be compliant with the facility social distancing guidelines).
- 3. Manager Director (Brian Christensen):** Has been getting many questions on the facility guidelines concerning spectators. The Board clarified that anyone at the rink under an official capacity (approved coach, scorekeeper, manager, etc.) does not count toward the 2-spectator limit per player for games.
- 4. Past Board Member (Jason Ashley):** No updates at this time.
- 5. Board Member at Large (Brad Breggemann):** No updates at this time.
- 6. Treasurer (Krystal Beetle):** The concession stand bank account has been dormant and will start accruing fees. Thus, she plans to move some funds between accounts to avoid the fees.
- 7. Secretary/Registrar (Miranda Vertnik):** There are still several people on the Board/Coordinator Flex Roster who need to complete their SafeSport training. Miranda will email those individuals and ask them to complete the required training so that D6 can approve the roster.
- 8. Vice President (John Prokopec):** No updates at this time.
- 9. President (Sam Blank):** No further updates at this time.

Motion was made by Brian V. to adjourn the meeting and seconded by Jess. Motion carried (all in favor, three Board members absent for the vote). Meeting adjourned at 9:24 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar