

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: NP Fire Department Meeting Room
Wednesday, March 13th, 2024, 7:00 P.M.

Meeting called to order at 7:02pm.

1. ATTENDANCE

NPHA Board

President	Aaron Lindholm	Absent
Vice President	Jason Olson	Present
Secretary	Miranda Vertnik	Present
Treasurer	Ben Jones	Present
Director of Operations	Mike Westing	Present
Communication Director	Jess Snyder	Present
Board Member at Large	Kirk Crabb	Absent
Past Board Member	Tony Robles	Present
Interim Manager Director	Amanda Will	Present

Aaron notified the Board that he would be unable to attend due to vacation and Kirk was absent due to illness. Miranda made a motion to excuse their absences, which was seconded by Tony. Motion carried 7-0 (with two Board members absent). Jason facilitated the meeting in Aaron’s absence.

Coordinator Positions

Clothing & Apparel Coordinator	Amanda Will	Present
Concession Stand Coordinator	Ashley Lindholm	Absent
Equipment Coordinator	Troy Gilbertson	Absent
Equipment Coordinator Trainee	Kristi Nelson	Present
Fundraising Coordinator	Kristina Dillon	Absent
Gambling Manager	Nate Borwege	Present
Gambling Manager Trainee	Jason Schlekewy	Present
HDC Coordinator	Tim Applen	Present
Ice Time Coordinator	Tyler Kienow	Absent
Mite/8U Coordinators	Anthony Anderson	Absent
	Brad Breeggemann	Absent
	Bryan Frank	Absent
NPACC Manager	Justin Hauge	Absent
Outdoor Ice Coordinator	Jeremy Denzer	Absent
Recruitment & Retention Coord	Brandy Rife	Absent
Registrar	Miranda Vertnik	Present
Safe Sport Coordinator	Chelsea Casey	Absent
Sponsorship Coordinator	Kristi Nelson	Present
Tournament Coordinator	Kelly Chadwick	Absent
Volunteer Coordinator	Aimee Bombardo	Present
Website/Technology Coordinator	Dallas Akre	Absent

Others present: Joe Birkholz (parent/coach/HDC member)

2. REPORTS

1. **Secretary’s Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for February 2024 with the Board on February 19th. There were no suggested revisions or changes to the minutes. A motion was made by Jess to approve the Feb 2024 Meeting Minutes, which was seconded by

Amanda. Motion carried 7-0 (with two Board members absent). Miranda will post the Feb 2024 Meeting Minutes to the NPHA website.

2. **Treasurer's Report (Ben Jones):** Ben shared the monthly financials with the Board prior to the meeting. Ben reported that our end of the season financials looks better this year than last season. Miranda asked if we had a surplus of funds that we would need to consider end of the season refunds, but Ben noted that with our final projected invoices/expenses, we will only be sitting at about \$10k more than expected. Since tournaments continue to raise their fees, it was agreed that having some additional funds may be useful. We anticipate \$55,000 in tournament registration fees in May and an additional \$40k beginning in June. Tim asked if we could have the daily limit increased on the association debit card to allow for these fees to be paid quickly so that we do not miss out on tournaments – Ben said that the limit is already as high as it will go. We discussed whether it might be beneficial to open a credit card for the association since the daily spending limit would be higher – might we look at a Costco or Sam's Club credit card and get the benefits that might help the concession stand? Ben reported that the 2022 taxes were completed, and the association owes approximately \$8k. There are still a few families with outstanding balances for the end of the season and a few final installments to be collected from our Hardship Assistance families (their final payment date was 3/15). Ben asked if we might adjust the payment schedule next season as this is cutting it too close to the end of the season. The Board can set those fees in any manner that works best – this was our first season of offering an extended payment plan. Ben reported that we have a few refunds to send out (\$1,425 in mite differential refunds and \$6,800 in over fundraising incentive payments) but he had to order more checks and is waiting for those to come in. Nate also noted that he needs to send the list of families who over fundraised the raffle calendars to Ben – they will be owed an incentive payment as well. Miranda made a motion to approve the Feb 2024 Treasurer's Report, which was seconded by Mike. Motion carried 7-0 (with two Board members absent).
3. **Gambling Report (Nate Borwege/Jason Schlekewy):** Nate provided the Jan 2024 Gambling Report prior to the meeting. He reported that the allowable expenses are up slightly, and this is due to state taxes. We profited \$273 this month after expenses. The gambling account paid the January ice bill last month and will be paying the February ice bill when that is received. He mentioned that Jason is working with the Gambling Control Board to take the Gambling Manager Seminar in April. The association sold just over \$3k in extra raffle calendars – he will send the incentive payment info to Ben. A couple of prizes haven't gone out yet due to missing address information. Nate and Jason will attempt to schedule a meeting with the Rusty Spoke in the near future. Miranda made a motion to approve the Jan 2024 Gambling Report as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Amanda. Motion carried 7-0 (with two Board members absent).

3. OLD BUSINESS

1. Board & Coordinator Position Filling for 2024-25

1. **Board Seats Election Results:** Voting opened on 2/19/24 and a total of 424 electronic ballots were distributed to the membership via email on Feb 19th and voting closed on Feb 25th. Ballots were sent only to email addresses that were provided on player registrations and non-parent coaches to avoid duplicate voting. We received a total of 105 votes (which equates to 25% participation rate – this rate is consistent with last year's rate, but lower than the previous year which was 39%). The vote was conducted electronically through Google Forms and all responses were submitted anonymously. The election results are on the table below.

Results were shared with the Board in the morning on Feb 26th. The Board reviewed the results and Miranda made a motion to approve the results of the election, which was seconded by Jess. Motion carried, 9-0. Tony Robles ran for two positions – President and Past Board member, he won both seats. Thus, we will open the Past Board Member seat as an Interim Board Member at Large position for a one-year term.

An email was sent out on 2/26 to the membership with the results of the election and calling for applicants for the Interim Manager Director and Interim Board Member at Large position. Applications were accepted for one week and we received a total of 2 applicants for each role, respectively. The Board reviewed the applicants and voted via text on March 5th. Aaron made a motion to appoint Brandy Rife to the Interim Manager Director position, which was seconded by Tony. Motion carried, 9-0. Miranda made a motion to appoint Daniel Sacco to the Interim Board Member at Large position, which was seconded by Mike. Motion carried, 8-0 (with one vote unrecorded). Miranda reached out to all applicants with the results.

Vacating Board members will complete their term on March 31st and all incoming Board members will begin their term on April 1st. Since Aaron Lindholm will complete his term as NPHA President, he will no longer need access to any of the NPHA accounts at Minnwest Bank and his access and signing privileges should be removed. Tony Robles, as the incoming association President, should be granted access and signing privileges added to each NPHA account (both the general and the concession stand accounts) at Minnwest Bank in order to fulfill the duties of his position.

Finally, according to the Handbook, any Board member who “serve two consecutive two-year terms will have their DIBS hours waived for the lifetime of their program membership.” Both Jess and Miranda have each completed two consecutive terms (Jess completed 3 – so six years total) and are eligible to take advantage of this incentive if they so choose.

Election Results:

Position	Candidate Name	Number of Votes	Notes
President (two-year term)	Tony Robles	51	<i>*winner*</i>
	Daniel Sacco	50	
	Write-Ins	4	
Secretary (two-year term)	Kristi Nelson	101	<i>*winner*</i>
	Write-Ins	4	
Director of Operations (two-year term)	Mike Westing	100	<i>*winner*</i>
	Write-Ins	5	
Communications Director (two-year term)	Amanda Will	90	<i>*winner*</i>
	Write-Ins	15	
Past Board Member (two-year term)	Tony Robles	94	<i>*winner*</i>
	Write-Ins	11	
Interim Manager Director (one-year term)	None	N/A	No candidates
	None	N/A	

2. **Coordinator Positions** – These are the remaining Coordinator positions to fill:

1. **Concession Stand Coordinator** – Ashley is willing to train someone into this role. No applicants at the time of the meeting.
2. **Recruitment and Retention Coordinator** – Brandy would like to step down from this position but will help if we are unable to fill the role. No applicants at the time of this meeting.
3. **Sponsorship Coordinator** – It sounds like we may have an interested applicant for this position, we will reach out to him.
3. **Revisiting of need to get locks on all locker room doors:** No updates here, Tony will bring this issue back to the arena Board for discussion in the coming months.
4. **Registration Platforms:** Dallas was not at the meeting and did not share any updates – we had asked last month if he could do a little comparison research on other programs to see if it might be worth moving away from SportsEngine. It was agreed though today that we are not really in a position right now to make a big change.
5. **End of the Year Survey Results:** End of the year survey was sent out to the membership on Feb 20th and closed on March 4th. A total of 424 surveys links were sent out and we received 167 completed surveys (39% participation rate). Surveys were conducted via Google Forms and responses were submitted anonymously. Survey data was shared with the Board and HDC Coordinator. The following of common themes/issues that were raised on the surveys:
 1. **Junior Gold** – a common response theme from JG families who completed the survey centered around player and parent misbehavior. Many responses noted that the players' attitude on the team was poor and that players were not held accountable for their actions until late in the season.
 2. **Tournaments** – this was a new question added to the survey this season and we received some consistent feedback about several tournaments that were either very poorly or very well run.
 3. **Mite Ice Scheduling** – Overall Mite/8U surveys were positive. A few coaches were commonly identified as having little to no involvement during practices. Another common response theme centered around frustration with the ice scheduling for Mites/8U teams – folks noted that too many teams were on the ice at one time.
 4. **Girls program leveling** – a common response theme particularly from the 10U B1 families who completed the survey centered around feeling as though the team was inappropriately leveled – that they should have been an A level team and that player development suffered as a result.

4. COORDINATOR UPDATES

1. President

1. **NPACC Manager (Justin Hauge):** No updates at this time.
2. **Gambling Coordinator (Nate Borwege & Jason Schlekewy):** No further updates.
3. **Safe Sport Coordinator (Chelsea Casey):** Chelsea did not provide any updates. Miranda noted that there is information on the Safe Sport page of our website that is out of date and should be revised.

2. Vice President

1. **HDC Coordinator (Tim Applen):** Tim reported that the HDC met on March 3rd and that he has shared the end of the season survey data with HDC members to review and digest. They plan to discuss themes at the April meeting. HDC positions are for a two-year term, and we are currently accepting applications to fill six positions that are on the rotation to fill this season. We've received 5 applications as of today and will accept applications through the end of the month. Members whose term is ending have the option to reapply if interested. He discussed the possible need to add an attendance/participation policy to the HDC section of the Handbook as we had one HDC member who ghosted us this season. Tim also reported that this was his third season as HDC Coordinator, and he is hoping that someone else on the HDC is willing to step into the role. The HDC will discuss this and bring back their recommendations to the Board at the next meeting. The HDC is doing their end of season review with coaches and is collecting feedback on various team issues/topics.

In the off-season, the HDC will be meeting monthly as there is a lot to plan. It was suggested that the Board provide a manager's training session for new Team Managers as there were a few managers who seemed "lost" this season. Amanda noted that she will be talking to Brandy about setting this up. Tim asked if the association would send out a communication about the Trojan Summer Training program that the high school puts on – we will find out the details and send this out. It was asked if the girls high school program will offer their own training program, it is unknown at this time if that can be done since Madison Drazan is still uncertain about the stability of her position with the school district (the district is cutting another 3.5 million and many staff members will lose their jobs). Finally, Tim reported that a Mite/8U "Try Goalie for Free" session was held last night and we had a good turnout.

2. **Mite/8U Coordinator (Anthony Anderson, Brad Breeggemann, & Bryan Frank):** No updates at this time.
3. **Ice Time Coordinator (Tyler Kienow):** Tim noted that we should ask Tyler to get an end of the season ice report to compare ice scheduling across levels once the season is fully wrapped up.
3. **Treasurer**
 1. **Concession Stand Coordinator (Ashley Lindholm):** Ben noted that Ashley reported that the concession stand is closed for the season. The stand ended the season with an increase of \$6k compared to last season. Great work Ashley and team!
 2. **Fundraising Coordinator (Kristina Dillon):** No updates at this time.
4. **Secretary**
 1. **Registrar (Miranda Vertnik):** Projections for 2024-25 have been shared with the Board, HDC Coordinator, and both high school head coaches. Miranda will send to the rest of the HDC as well. A parent of a second year 12U player reached out to Miranda to see if playing a 3rd year of 12U girls' hockey would be an option for their daughter. Miranda reached out to D6 to see if they had heard whether MN Hockey will be extending their temporary play down rule exception for 13-year-old girls. She was informed that they will be extending this rule exception into the 2024-25 season. Miranda notified the family of this and will include this option on the petition request form she has created on SportsEngine to help streamline the player petition process. Miranda has received the final wave of approved award patches from D6 and we are short some patches. She has requested more from the district and will distribute those to teams as soon as they come in. Of note, we had 25 players awarded the Hat Trick patch this season, which is at least twice as many as usual. Nice work Trojans! Two teams did not submit award patch requests (BA-B1 and 10U-B1).
 2. **Volunteer Coordinator (Aimee Bombardo):** Aimee reported that there are still 8 families working on completing their hours for the season. She has reached out to those who have yet to complete any hours (four families) and see if they might be willing to assist with the end of the season beer bash along with a multiple reminders of the incomplete DIBS hour rate of \$50. She reported that 20 families utilized the services of the approved high school helpers, and she recommends we keep that rate at \$15/hour. There are a couple of no-show shifts that need to be invoiced.
5. **Director of Operations**
 1. **Equipment Coordinator (Troy Gilbertson/Kristi Nelson):** Kristi reported that there are three days scheduled for returns of the mite rental equipment. She noted that we may run into a problem with one family who never provided a deposit check and isn't returning emails. She asked the Board if funds to purchase more racking in the storage room would be approved – she was encouraged to determine what all is needed and a price estimate and provide to the Board. Mike suggested that she also include a dehumidifier in the request. It was agreed that we will offer the option to rent equipment for all first-year players (if the equipment fits) – not just first year Mite/8U players. Sorting practice jerseys could be a DIBS opportunity for next season. We will approve DIBS hours for this season for those who help with the rental equipment turn in (even though some of the dates are after the 4/15 deadline).

2. **Outdoor Ice Coordinator (Jeremy Denzer):** Mike reported that Jeremy has some good ideas for the upcoming season – including a possible roof structure to be built above the ODR to be built by a family with a construction business. He will update with more information at a later date. The arena’s new Zamboni is scheduled to arrive this summer, we will then need to discuss the possibility of purchasing the old one from the arena to use for our ODR.
3. **Tournament Coordinator (Kelly Chadwick):** Mike reported that Kelly has created a shared google doc with information about the D6 tournament planning to be used in upcoming seasons. The tournament we hosted itself went smoothly. Thank you, Kelly, for your time and work on this role this season!
6. **Communications Director**
 1. **Sponsorship Coordinator (Kristi Nelson):** Kristi reported that she was able to secure new sponsors this season and will be working to update dasher boards. Updates are needed on the website as well.
 2. **Website & Technology Coordinator (Dallas Akre):** No updates at this time.
7. **Board Member at Large**
 1. **Recruitment & Retention Coordinator (Brandy Rife):** The end of the season fundraiser has been planned for April 20th at Creeks Bend Golf Course. Updates are going out on Facebook, but we will also need to send out an email communication as well.
8. **Past Board Member:**
 1. **Clothing & Apparel Coordinator (Amanda Will):** Amanda is working to pass information off to Ashley Lindholm who will fill this role for the 2024-25 season.
9. **Manager Director:** N/A

5. **NEW BUSINESS**

1. **HDC Positions:** Application created on SportsEngine. Call for applicants sent out on March 4th and applications will close on March 31st. We have received 5 applications thus far. HDC will review applications and make their recommendations to the Board at the April Board meeting.
2. **Player Petitions:** Email sent out to membership on 3/13 with link to Petition Request form for players who would like to play up or down for the upcoming season. Requests are due on April 15th. The HDC will review the requests and make their recommendations to the Board, the Board will then vote to approve recommendations in April. So far, we have received 2 requests (a third was also received, but not necessary for the player’s DOB).
3. **Summer Ice Possibilities:** The possibility of holding some Try Hockey for Free sessions was discussed. Mike will take the lead in putting something together. Joe B offered to help facilitate the sessions. Are there any other events we might plan/coordinate for the off-season?

6. **BOARD MEMBER UPDATES**

1. **Interim Manager Director (Amanda Will):** Amanda suggested we consider creating a scrimmage coordinator position (possibly one for each level of play) to arrange scrimmage opportunities for teams in exchange for DIBS hours. Amanda will set up a survey for Team Managers and send it out to them. She will share the data with Brandy and will be working to train Brandy into the Interim Manager Director position.
2. **Director of Operations (Mike Westing):** No further updates
3. **Board Member at Large (Kirk Crabb):** Kirk passed along to the Board prior to the meeting that he will be setting up a meeting with MN River hockey association to discuss a potential girls program co-op.
4. **Communications Director (Jess Snyder):** Jess will be working with Amanda to get her trained into the Communications Director position. Thank you, Jess, for your six years of serving on the NPHA youth hockey Board!
5. **Past Board Member (Tony Robles):** Tony shared that Brad Drazan had reached out to see if the youth program would be interested in helping to cover the cost of a 4-day goalie symposium that Tim Appen plans to attend. The HS program will cover half of the registration fee and we will cover

the other half of the fee. Tim works closely with goalies in the youth program and in the high school program, so this will benefit both programs.

6. **Treasurer (Ben Jones):** Discussion given to D6 invoice that will need to be paid.
7. **Secretary (Miranda Vertnik):** Miranda sent a list of loose end items from the season to the rest of the board a couple weeks ago, she will send another email with a few other items before ending her term. Miranda and Kristi have a meeting scheduled for next Wednesday to begin the training process.
8. **Vice President (Jason Olson):** No further updates.
9. **President (Aaron Lindholm):** Aaron did not send along any updates for the meeting.

Tony made a motion to adjourn the meeting, which was seconded by Ben. Motion carried 7-0 (with two Board members absent). Meeting adjourned at 9:06pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar.