

**Executive Director Report
Bismarck Hockey Boosters
February 2025**

And just like that, we are in the last month of the season!

1. Inventory
 - a. Jerseys
 - i. Final Shift jerseys are ordered
 - ii. Jersey hand in will be March 18 – email to managers sent off
 - iii. We will want to do a count of what we need to order for next season as any replacements or any additional sizes/numbers – April
 - iv. Old Jerseys:
 1. I think we need to do one last push on these so looking at Termite/Mite Jamboree weekend
 - b. Socks
 - i. We do have all sizes of socks still available for sale in the concessions and we will look at what we need to order again this year – April
 - ii. Old Socks:
 1. We will put these out for sale again during the mite/termite jamboree weekend and then plan to have them available at the kickoff next year as well
 - c. Intro to Hockey gear:
 - i. Everything is ordered for next year – arrival in July
 - ii. Will work on putting bags together after Stacey receives everything – July/August
 - d. Goalie gear:
 - i. Looking at what we need to order for next year
 - ii. Future reference on what we will keep on hand:
 1. 18 sets of mite gear and sticks
 2. 8 sets of squirt gear – no sticks
 3. 6 sets of termite gear – no sticks
2. Apparel
 - a. We are working on state tournament apparel at this time and will get the preorders going for this in the next week
 - b. We will work on updating the store this summer to be able to have people order custom orders with some fresh designs – June
3. Scheduling
 - a. Last schedules went to Parks for copies this week
 - b. Intro to Edges – We have another session coming up to finish up the season
 - c. Mike, Layne, Jamie and Mikayla met and hashed out schedules for remainder of season and next season
 - i. Tryouts, post season, parent/player games, mite/termite jamboree, etc.
 - d. Mite/Termite jamboree:
 - i. February 28-March 2
 - ii. Mites skills challenge will be during same time

- iii. Mites will do a tournament
 - iv. Termites will play jamboree games
 - v. Mikayla working out food for this and decorations
 - vi. Jamie has Thank You cards ready as well for sponsors and gaming sites
 - e. Tryouts:
 - i. Preliminary dates set – will get a calendar off to members soon so they have these dates
 - f. Home Tournaments:
 - i. These stayed similar to what we did this year; just need to finalize the dates with Parks and Rec and then we will open registration for June 1
 - g. Away Tournaments:
 - i. Miquela is working on spreadsheet to gather information for away tournaments to make it easier for Layne to register for away tournaments
 - ii. Registrations open as early as May in the past but some may move this up this year
 - h. Summer Ice:
 - i. Email sent with what Layne has so far so we can get registration ready and flyers made – open registration soon!
 - ii. Partnering with Sanford/Grant
 - iii. June 9 – June 27
 - iv. July 7 – July 25
 - i. Post Season:
 - i. Post season schedule has been completed
 - ii. Working to release registration to the membership and for coaches to sign up and help
 - j. Parent/Player Games:
 - i. This schedule has also been put together and included in the email to managers to sign up
 - k. Preseason:
 - i. We will look at dates for this so we can let Parks and Rec know
 - ii. This will again be held up north
 - l. Dryland
 - i. Still discussing what this may look like
 - ii. Trench Training contract not renewed for a 3 year period but encouraged Mario to provide us with a proposal
- 4. Home Tournaments
 - a. Stay and Play:
 - i. I will do an analysis on these after the season to weigh the benefit of it – April
 - b. Tournament staff
- 5. State Tournaments
 - a. I will work on getting the handbook put together but will work with NDAHA to make sure all rules are correct!
 - b. Initial emails went off
 - c. Second email to go off soon with more details about Pier, apparel, photographer, etc.

- d. Working on other details such as decorations, vendors, food, etc.
 - e. March 7-9: PB1
 - f. March 14-16: 12UA/15UA/BB Silver
 - g. Paid box workers
6. Budget/Financials
- a. Mikayla has sent all financials through December to accountant – working on January now
 - b. I will start working on preliminary budget in April so any budget items should be to me by then
 - c. Received an additional \$3,000 from CVB for tournaments
 - d. Received half of Parks and Rec payment for Squirts/Mites - \$8,750
 - e. Denied big game lottery request
7. Policies/Handbooks
- a. I will start looking at these already in February so I will be in touch with those that will also need to discuss these further with me
 - b. Handbook
 - c. Coaches Handbook
 - d. Grievance Policy
 - e. Fundraising Policy
 - f. DIBS Policy
 - g. Refund Policy
 - h. Tournament Rules
 - i. Bylaws
8. DIBS
- a. I am working with Miquela to get this list updated as quickly as possible so we can send off an email to members to check their DIBS
 - b. We will need all hands on deck for our state tournaments but so far, we have not had to offer incentives so we are doing well
9. Events and Fundraising Committee
- a. Last meeting – January 20
 - b. Spring Meltdown
 - i. March 29
 - ii. Mikayla meeting with OPT this week to discuss having it there
 - iii. Have started working on silent auction items – if anyone wants to help gather items, we would love that!
 - iv. Teams will also be asked to donate a basket or money to contribute to this as well
 - c. Sponsorships:
 - i. I will start working on this in April for our sponsorships for the 24-25 season so we can send these off in June and start getting sponsors committed
 - ii. Mikayla and Layne will work together on businesses to contact
 - d. Advertising:
 - i. Advertising is wrapped up for the year and we had an income of over \$18,000
 - ii. Mikayla sent payments to BPRD and Figs

- iii. We will push more on new businesses this summer and I will send these advertising packets with our sponsorship packets
 - e. Giving Hearts Day
 - i. We are keeping this simple this year but asking for \$10/family for our GHD drive
 - ii. Jamie will post on social media this coming week and push forward until the date of the event
 - f. Big Gun Raffle
 - i. Gaming staff is attending the Sports Show February 14-16 to sell any remaining tickets
 - ii. They are sending me a list of who has not sold any tickets or turned in partial books
 - iii. Fundraising policy
 - g. Cash Raffle – I reached out to Claire on doing a cash raffle for the summer and see if we can generate some additional dollars from that
 - h. Larks Night:
 - i. May 28 – more info to come
 - i. Golf Tournament:
 - i. July 29 – more info to come
 - j. Last Shift:
 - i. This is our “senior night”
 - ii. To be held February 24 at Wachter Rink
 - iii. Invites to those graduating have been sent off
 - iv. Jamie working on video
 - v. Mikayla working on food
 - vi. Players will be announced and given a jersey
 - vii. We will invite parents to come take a photo with their player as well
 - viii. I have a photographer lined up but we should also think about music, announcer, etc.
- 10. Coaches Meetings
 - a. Wrapping up last meetings of the year in February
 - b. Layne and Mike planning on post season meetings with coaches to occur right away in March so we can gather feedback before planning for next season
- 11. Robby Glantz
 - a. October 16-19
- 12. Coaches and coordinators
 - a. Still a few coaches who have not been paid or will not receive DIBS due to lack of certifications or missing employment paperwork
- 13. Gaming
 - a. Lots going on with legislature this session with gaming so I am continuing to watch this
 - b. We also finished our audit and have met with the AG’s office regarding this – Mikayla sent a follow up letter to them so we are waiting on their response for any sanctions/fines
 - c. Jackie and Mikayla meeting with them again for a final approval on Tuesday so we will provide an update to the Board at the meeting

14. Other Issues:

- a. Hockey Committee – set meeting dates for the 1st Monday of each month
- b. Disciplinary Position
- c. March – discussion about elections

DISCUSSION:

- Tournament employee
- Disciplinary Chair/Board Position
- Box workers – state tournaments