

**New Prague Hockey Association**  
**Regular Meeting of the Board of Directors**  
Meeting Location: Raven Stream Elementary  
Wednesday, February 8<sup>th</sup>, 2023, 7:00 P.M.

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

**ATTENDANCE:**

**NPHA Board**

Interim President	Aaron Lindholm	present
Interim Vice President	Jason Olson	present
Secretary/Registrar	Miranda Vertnik	present
Interim Treasurer	Jon Beckius	present
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	present
Interim Board Member at Large	Thomas Gallagher	present
Interim Fundraising Director	Kristina Dillon	absent
Interim Board Member at Large	Tony Robles	present

**Coordinator Positions**

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present
Ice Time Coordinator	Tyler Kienow	absent
HDC Coordinator	Tim Applen	absent
Volunteer Coordinator	Aimee Bombardo	present
Concession Stand Coordinator	Ashley Lindholm	absent
Mite/8U Coordinator	VACANT	
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Sam Standafer	absent
Sponsorship Coordinator	Hollie Weckman	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	absent
Recruitment & Retention Coord	Brandy Rife	absent
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Sarah Donovan	absent

**Others present:** N/A

**I. REPORTS**

1. **Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for January 2023 with the Board on January 18<sup>th</sup>. There were no revisions suggested by any Board members. A motion was made by Tony to approve the January 2023 Meeting Minutes, which was seconded by Jess. Motion carried 7-0 (with two Board members absent at the time of the vote). Miranda will post the January 2023 Meeting Minutes to the NPHA website.

2. **Treasurer's Report (Jon Beckius):** Jon sent out the January 2023 Treasurer's Report to the Board earlier this afternoon. Jon reported that our financials are tracking higher than this time last year, but noted that this is likely due to timing. We will need to pay a significant amount to the gambling account (\$62,400) for the Raffle Calendar sales from registration and we still have end of the season refunds to issue. He reported that he is still waiting for an update regarding our tax returns which have not been filed. He noted that he received notice from our accounting service on 11/30 that the return was due, he signed it and it sent it back, but they did not file. Miranda noted that she still needs Jon to update the fundraising tracking file as some families were listed as single player families, but are actually multiple player families. Miranda is unable to modify that document to make the correct calculations to see if an over fundraising refund is due or if some of these families need to be invoiced for under fundraising. She will resend the email to Jon with this information. Jon also shared an updated December 2022 Treasurer's Report with concession stand financials added in – there were no other changes to that report. Miranda made a motion to approve the December 2022 and January 2023 Treasurer's Reports, which was seconded by Jess. Motion carried, 8-0 (with one Board member absent).
3. **Gambling Report (Nate Borwege):** Nate shared the December 2022 Gambling Report at the meeting. Nate reported that there are still no updates on the Rusty Spoke opening (we had planned to collaborate with their establishment to run a pull tab program there). The Raffle Calendar drawing was held at the Fishtale Restaurant on February 1<sup>st</sup>, Nate and several Board members and one other hockey family were in attendance. He will update the website weekly with the winners. He estimates paying out approximately \$12,500 in prizes from the raffle drawing. A check for \$62,400 will be written from the general account to the gambling account this week as this was the amount collected at registration for the Raffle Calendar sales. Nate will then plan to pay the January ice bill from the gambling account. The gambling account will also then be able to pay a portion of the February ice bill as well as the \$7k payback on the covid loan from the general account. He noted that gaming expenses were a little higher than normal, in part because we are going through more pull tabs. There was a bit of a mix up at Carbones, wherein one of the games was missing a little under \$500. It turns out that this \$2 game was being sold for \$1 for some time and that is why the game was missing money. The bartenders at the establishment all pitched in and covered the missing money. Nate noted that Carrie Herbeck, his assistant, has been doing very well and has been a great addition to the gambling program. Jess made a motion to approve the December 2022 Gambling Report as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Sara. Motion carried 8-0 (with one Board member absent).

## II. OLD BUSINESS

1. **Alignment of Disciplinary Procedures with D6 and MH policy:** Discussion was given to the new procedures we have been following for disciplinary matters. All agreed that the extra time needed to get through the new procedures is excessive and the amount of additional work added to Board members schedules for these matters is unmanageable. We will return to our normal procedures and will revisit this topic in the summer when reviewing the Handbook.
2. **Upcoming Board Elections**

- i. **Positions to Include on Ballot:** For this election, the following positions are up for a 2-year term: Vice President, Treasurer, Manager Director, and Board Member at Large. We will need to backfill the following positions for an interim one-year term: President and Past Board Member. However, the Board met for a special meeting last week to discuss potential changes to Board positions. At this time, we would like to propose to the association membership the following changes: 1) Separation of the Registrar duties from the role of the Board Secretary. We would like to make the Registrar a Coordinator position that will be supervised by the Secretary. Miranda will continue in both roles for the remainder of her term, but we would like to see these roles separated out prior to the end of her term. 2) Removal of the Fundraising Director from the Board of Directors and changing this role to a Coordinator position. 3) In place of the Fundraising Director, we would like to create a Director of Operations position on the Board. This role will be responsible for coordination of the preseason clinic and spring hockey camps. Miranda will work to revise the bylaws regarding these changes so that it can be presented to the association membership.

Discussion had also been given to the possibility of making our HDC Coordinator a Board seat, but there was some disagreement amongst the Board on what that position might look like and we will need to discuss this further before making a decision, so such a change will need to wait until this time next year if such a change is needed.

- ii. **Procedure and Timeline** In order to make these changes, the association will need to vote to approve these changes to the Bylaws, so a vote will be held via electronic ballots before the end of the month. Depending on the outcome of that vote will determine the positions we will call for candidates. The election of Board seats will need to be held in early March, with the vote finalized by mid-March. New Board members will begin their term on April 1<sup>st</sup>.
3. **End of the Year Survey:** Jason and Jess will be working to construct this survey. Jason will reach out the HDC to see if they have any questions that they would like to see added to the survey this year. Jason will put together a survey for coaches only. They will plan to send these surveys off to the rest of the Board to review before they are sent out to the association. Jess reported that our membership with Survey Monkey has expired. We will look to using Google Forms instead for both the election and the end of the year survey. This format can be used with anonymous responses and can limit the number of votes/submissions an account can submit, so it will work for our election purposes.

### III. COORDINATOR UPDATES

#### 1. President

- i. **NPACC Manager (Kevin Cassidy):** Aaron noted that the rink board meeting is scheduled for next week so he didn't have much to update at this time, but would send out updates to the Board following the meeting. He did report that the arena will be cutting a check soon for the new Zamboni that they will be purchasing and noted that it likely will not come in until the end of the calendar year.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates.

- iii. **Safe Sport Coordinator (Chelsea Casey):** There were no updates other than that there is still one Safe Sport issue being investigated at this time.
2. **Vice President**
- i. **HDC Coordinator (Tim Applen):** Jason reported that the HDC has been working to put together a plan for the end of the season ice – we will offer shinny hockey sessions and will be scheduling some “Try Goalie for Free” sessions for our Mites. We had two such sessions last year and they were a good success. The summer hockey camps facilitated by the high school program will be advertised soon. End of the year non-parent coach interviews will be happening soon. The HDC has been dealing with some player and parent issues and there have been times when the reporting guidelines were not followed as laid out at the beginning of the season.
  - ii. **Mite/8U Coordinator (VACANT):** The role was dissolved into the HDC for this season since we could not identify a new MC. At this time, there are 2-3 HDC members assigned to the Mite Coordinator email account checking and responding to messages.
  - iii. **Ice Time Coordinator (Tyler Kienow):** No updates other than some ice times needed to be moved around because of cancellations due to severe weather. The relationship with Avario, our scheduling service, has been great. Patricia has been great to work with. There have been no reports of issues with ice time this season. It is recommended that we continue to work with Avario next season.
  - iv. **Equipment Coordinator (Troy Gilbertson):** Jason shared updates from Troy, including that practice jerseys have been distributed. There were some that we were short on in sizes. There was some confusion going around about the practice jerseys that needed to be cleared up, namely that families did not pay for these jerseys. The association covered the costs of these jerseys along with a sponsorship donation from Ames Construction. Therefore, players will not keep these jerseys – they are to be returned to the association at the end of the season. We will need to purchase storage containers to keep them in for the off season.
3. **Treasurer**
- i. **Concession Stand Coordinator (Ashley Lindholm):** Jon reported that Ashley shared that the concession stand has already sold more than last season’s total sales. They are starting to wind down the purchasing for the stand so that we will not end up with a surplus of items that can’t be sold once the stand is closed at the end of the season. It is looking like the last day the concession stand will be open is March 12<sup>th</sup>.
  - ii. **Volunteer Coordinator (Aimee Bombardo):** Aimee reported that volunteer hours are beginning to wind down. There are still a handful of people who haven’t completed any of their hours, emails have been sent to these families. She noted that she will need a list of families who should get the 11 hour credit for completing the Game Sheet for their teams, Sara will send this info. Aimee reported that there were a few times that the concession stand was closed because no one claimed the shift, so there have been plenty of opportunities available to claim hours. Almost all of the hours for the season are posted, she is just waiting to get more information about the end of the season PW C tournament we are hosting. Discussion was given to the end of the year Beer Bash fundraiser and the families that will receive DIBS hours for working this event.
  - iii. **Concession Stand Point Of Sales Specialist (Erick Christianson):** No updates.
4. **Secretary/Registrar:** N/A

5. **Fundraising Director**
  - i. **Tournament Coordinator (Sam Standafer):** No updates received for this meeting - Aaron will reach out to Kristina to see if there are updates from Sam.
6. **Communications Director**
  - i. **Sponsorship Coordinator (Hollie Weckman):** Jess reported that the association has collected \$20,982 so far in sponsorship money and another \$3,250 is due. Jon asked for a list of the sponsors Hollie is tracking, Jess will reach out to Hollie for this info.
7. **Board Member at Large**
  - i. **Recruitment & Retention Coordinator (Brandy Rife):** Tom reported the following updates from Brandy – The 12U and 8U youth night with the girls high school team went well, she is putting together ideas for a “Mite Day” for next season including a “Mite Olympics” event and possible involvement with the high school hockey players, possible “Hockey Day New Prague” event next season with outdoor scrimmages, she will get NPHA signed up for the Dozinky Parade this coming fall, she plans to help coordinate the kick off event for the season, would like to set up a try hockey for free day in the late summer and set up some try goalie position days.
8. **Past Board Member/Board Member at Large**
  - i. **Clothing & Apparel Coordinator (Amanda Will):** Everything is complete for this role this season. Amanda is interested in filling this position again next season.
9. **Manager Director**
  - i. **Outdoor Ice Coordinator (Jeremy Denzer):** Our outdoor Zamboni broke down recently, there is a hole in the engine and a cracked water pump. Jeremy is looking to get estimates on repairs. It sounds like we may be able to get the current arena Zamboni for our outdoor ice once the new indoor Zamboni comes in, however, that likely will not happen until the end of this calendar year. We would like to do an analysis of how many hours are actually used in the outdoor rink to determine if the repairs etc. are worth the expense. The Board was also wondering if we still have a sweeper that can be used in the meantime to clear the ice and maybe flood with the hose as a temporary solution through the end of this season?
    - ii. **COVID-19 Point Person (Sarah Donovan):** No updates at this time.

#### IV. NEW BUSINESS

1. **Outdoor Ice Zamboni:** See notes above in Coordinator updates.
2. **March Ice Time Plans:** Schedules for shinny hockey and try goalie for free camps are being worked out. We will likely be purchasing approximately 6 hours of ice time for March after the conclusion of the hockey season. Ice out is scheduled for after the spring figure skating show, which will be held on March 18<sup>th</sup>.
3. **Beer Bash Planning Updates:** Sara reported that Amber Hunter is leading the coordination of this event this season, her family will receive full DIBS hours for this. Half hours will go to Liz Bishop and TJ & Leah Baker for their assistance with the event. The event has been scheduled for March 25<sup>th</sup> from 2-6pm at St. Patrick’s Tavern. This was our venue last season and feedback was positive about the location. The silent auction will use an online platform again, discussion was given to options for this. The platform used last year took out quite a bit in fees, it was suggested that the fees be added to each purchase so that the association isn’t eating those costs or we look at other platform options.

4. **Upper-Level Jerseys for 2023-24:** Troy will be providing a cost comparison of jersey vendors/suppliers so that we can determine if we will change our upper-level jerseys in light of the expected price increase for K1 jerseys this coming season. This information should be ready for the March meeting.

#### V. BOARD MEMBER UPDATES

1. **Fundraising Director (Kristina Dillon):** No updates.
2. **Communications Director (Jess Snyder):** Jess reported that team pictures have been distributed. Coach's pictures weren't in our contract this year, so we will pay for them out of our profits. Jess reported that she was contacted by the Bantam C team today, one of the parents on this team was recently diagnosed with breast cancer. We will advertise a t-shirt fundraiser benefit that the team has organized through ID Threadz.
3. **Manager Director (Sara Westing):** No further updates.
4. **Interim Board Member at Large (Tony Robles):** A closed discussion was held to review the disciplinary incidents that have been recently resolved.
5. **Interim Board Member at Large (Thomas Gallagher):** No further updates.
6. **Interim Treasurer (Jon Beckius):** No further updates.
7. **Secretary/Registrar (Miranda Vertnik):** Miranda shared that she will be absent from the April meeting as currently scheduled and posed to the group the possibility of pushing that meeting out one week. It was agreed that we will hold our April meeting on the 19<sup>th</sup> at 7:00pm instead. Miranda will post this change on the website and request the meeting change with the school district.
8. **Interim Vice President (Jason Olson):** Jason reported updates from the most recent D6 meeting, including discussion that had been given to frustrations regarding the disciplinary hearing process followed by the district. Jason also noted that there was discussion that MN Hockey may be changing the names of the levels of play, moving away from terms like Squirts, Peewees, etc. and following age related naming. He also shared information about a high performance camp for the district. Discussion was given to a request from the high school program about sending out a communication to the association with reminders about youth behavior at high school games. The Board would like more info on the behavior that has been observed. It was also noted that some unruly behavior may also be coming from non-hockey families/students and generally the school district has sent out these types of reminders to families rather than youth associations. Jason will reach out to the high school program to discuss this further.
9. **Interim President (Aaron Lindholm):** All Board members were reminded to connect with their corresponding Coordinators to see if they still intend to fill their roles for the upcoming season.

Tony made a motion to adjourn the meeting which was seconded by Sara. Motion carried 8-0 (with one Board member absent). Meeting adjourned at 9:16pm.

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