

Sun Prairie Youth Hockey Association  
Board of Directors Minutes  
01-20-2009  
The Rink 7-9:05 pm

Attendance – Board Members:

President – Jon Elvy	High School Rep – absent
President Elect – vacant	Bantam Rep – Patty Winger
Past President – vacant	Pee Wee Rep – Michelle Welch
Treasurer – vacant	Squirt Rep – Tracy Butcher
Secretary – Michael Sanders	Mite Rep – Jim Tuttle
	Girls Rep – absent
	In house Rep – absent
	In house Rep – Chris Herwig

Executive Director – Steve Hanrahan

Others: Shad Kernen, Scott Hendricks, Kimberly Trent, Jeff Thornton, Kathy Thornton, Brian Scheid, Chris Gehrmann, Tony Rehm, Jen Voge, Jennifer Kurtz, Kelly Chlebowski, Genevieve Poppe, Luanne Kostelic, Tim Butcher, Jason Fehrman, Gary Pfann, Bob Houle, Dave Batterman, Angie Schmidt, Jon Schmidt, Dale Ripp, Tim Clark, Tim Nehmer, Michael Davidsaver, Steven McCrary

PUBLIC COMMENTS: Tim Butcher – Recently received his MBA. Is currently responsible for a \$50 million/year budget. Would like to be treasurer for SPYHA. Wants to do more than just pay his families' dues. Board will consider Tim's offer under new business.

Tony Rehm – Wondering about procedure(s) in place for electing the President Elect. Board will decide under new business.

SPECIAL GUEST: Jeremy Gisecki is the current Region 4 Hockey President. He and Vice President Scott Meske would like to attend a monthly meeting at each Region 4 association. Region 4 is focusing on association growth and retention, as well as provided very limited travel options for athletes instead of full travel teams. Hanrahan believes Region 4 could assist SPYHA in retention and increasing girl's numbers. Region 4 is also looking into Rockford and Dubuque as part of the Dane County League and the possibility of having some youth games during the week to assist in the current referee shortage.

REPORTS: Squirts – Butcher was asked by Squirt parents if weekend games could have music played. Hanrahan stated 2-3 years prior, a previous board believed music should only be played at tournaments. Sanders stated in a conversation with Chuck Wilson earlier in the year, different CDs are heard at very different volume levels even though the CD player volume is constant. This leads to Zamboni drivers constantly running back

and forth to adjust volume levels. A question regarding paying royalties was brought up; Hanrahan stated SPYHA does pay the yearly royalty fee as required by law.

The Squirt B team recently played in a tournament in Winona, MN. Winona charged a gate fee. The team was not very competitive at the tournament. They recommend SPYHA not go to future tournaments in Winona. SPYHA will produce a short survey at the end of the season for team managers and coaches looking for tournament feedback. A survey of this nature has been done from time to time in the past. Kimberly Trent mentioned possibly having hotel recommendations (suggestions) as part of the survey.

PeeWee – Welch reported the PeeWee A team will host the WI Warriors Sled Hockey team on Sunday, March 22<sup>nd</sup> from 1-2:30 pm. The Warriors are handicapped youth hockey association. They provide our skaters with the appropriate sleds and teach them how to use them, followed by a game. This is an excellent opportunity for the PeeWee A team, as well as SPYHA to give something back to the game of hockey. Elvy has an autographed jersey from the USA National Sled Hockey team (2<sup>nd</sup> place at the recently held international tournament) which can be auctioned or raffled off. Chuck a Puck could also take place with proceeds donated to the WI Warriors. It was mentioned local media be invited to the event. Motion by Welch, seconded by Butcher to have SPYHA donate the ice time for this event. Motion passes unanimously.

Region 4 – Seeding for state playoffs is currently underway. The deadline for hat trick, playmaker and blue line patches is March 1, 2009. Patch requests are to be sent to Tom Hansen.

Secretary – Team registrations are completed. Learn to play athletes are now registered as level 1, 2, 3, or 4 vs. LTPH so tracking and forecasting numbers for next season should be easier.

Treasurer – Hanrahan passed out P&L for December 2008. Elvy is working on gaining access to the accounts at Summit and M&I banks. He would like direction from the board as to whether we should combine the accounts, earmark the accounts for something specific, or leave the money alone. Both accounts total approximately \$4,600.00.

President – Elvy recently attended the USA Hockey Winter Meeting. USA Hockey registration has changed from September 1 to May 1. This may assist associations in number projections for the upcoming hockey season. The NHL has signed a new contract with USA Hockey, providing them \$8,000,000/year. Currently, the contract is for \$400,000/year. SPYHA is inquiring on hosting a level 4 Coaching Education Program prior to the start of the next hockey season. The skate sharpener is now operational and installed in the skate rental room. Skates will be sharpened on Mondays, Tuesdays, and Wednesdays beginning Monday January 26, 2009. Skates will be sharpened for \$2.00/pair.

OLD BUSINESS, RAFFLE: Raffle tickets have been ordered. Sanders will provide Hanrahan mailing labels.

**TAXES:** Taxes have not been completed. The 990 form has changed significantly. Hanrahan will study 990 form in more depth to determine whether or not he feels comfortable in completing the form. If he does not feel comfortable, he will notify Elvy and SPYHA can then send the 990 form to Wegner (doing taxes) for completion.

**CONCESSIONS:** Elvy has contacted 21 member “volunteers” to see if they wanted to be reimbursed for hours worked or if they wanted to donate worked hours. Sixteen members have decided to donate their time, 2 will be paid, 3 have not yet replied. Decided to table volunteer member opportunities until March, April, or May meeting.

**EXECUTIVE COMMITTEE ROLE:** For the next few months, or at least until SPYHA has a President Elect, the executive committee will continue to “run” everything past the entire SPYHA board.

**NEW BUSINESS, FINANCIAL REPORT FROM QUICKBOOKS:** Sanders read letter from IBC bookkeeping. Hanrahan will follow up with IBC. Board still agrees an audit on the fiscal year ending 06/30/2008 is necessary once IBC work is completed.

**SALARY COMMITTEE REPORT:** A committee consisting of Welch (chair), Butcher, Herwig and Carlson will gather facts on other association’s payroll and salary. This information will then be used by the entire SPYHA board to determine how to reduce payroll by at least \$65,000 annually. WAHA has offered to assist and will include Jerry Edwards, Jerry Kennedy and Jim Feely. Board would like 3-4 members at large to serve on the committee. Bob Houle recommended utilizing Service Core of Retired Executives (score.org) located in Madison. This group provides 3<sup>rd</sup> party recommendations free of charge. Welch will contact SCORE, board members and WAHA representatives and give an update (email) on status by 02/01/2009.

**3 ON 3 TOURNAMENT:** Sanders would like SPYHA to have a 3 on 3 tournament. Will check with Chuck Wilson to determine available ice in late March and April. Sanders will give an update to board (email) soon.

**NOMINATION COMMITTEE:** Elvy would like to establish a nomination committee of 2-3 members prior to the election of the President Elect. This committee would seek out eligible members and receive short bios. This information would be posted on the website. Kathy Thornton and Jennifer Kurtz will serve as the nomination committee.

**SPECIAL MEETING DATE:** The special meeting will be held on Monday February 23, 2009 at 6:00 pm. The election of the President Elect will take place followed by the monthly SPYHA board meeting.

**TREASURER:** Winger stated concern over two family members serving on the board at the same time. Motion by Elvy, second by Welch to accept Tim Butcher’s offer to become the SPYHA treasurer. Motion passes, Tracy Butcher abstains.

HERWIG: Would like to reconvene the Building Committee and the Fundraising Committee. Elvy would like to be on the Building Committee. He has been in contact with the Blaine, MN Schwann's Super Rink and their executive director for design consulting.

Motion made and seconded to adjourn.

Michael Sanders  
SPYHA Secretary

Hi Mike,

Just wanted to update you on how things went this afternoon at SPYH. Overall I think it went very well.

Here is what I found/completed:

I updated the QB Balance Sheet & P&L to the actual QB reports used to file the 990 as of 06/30/2007 (the most recent 990 form filed). The big difference mainly was in Accounts Receivable. It appears that some invoices probably were deleted after the reports were run because A/R was showing a balance approximately \$6,000.00 less than what it was when the 990 was filed. I made the adjustments to bring it back to where it was and I then reversed the entry in the fiscal year 2007/2008 (actually dated the reversal on 7/1/2007).

Another big adjustment that I made (as of 6/30/2008) was to the SP checking account. There were about \$17,000.00 worth of uncleared checks and/or adjusting entries dangling in this account since 2004-2007. Being that old they obviously will never clear the bank (and Steve agreed) so we made an adjustment to remove those.

Steve and I reviewed most of the Balance Sheet accounts as of 6/30/2008 and I feel for the most part they are pretty good numbers. Accounts Receivable still needs some work and I instructed Steve and Kathy how to make some corrections. Some of those corrections are very straightforward but time consuming so I thought they could handle it and save some of my time. Steve seemed very comfortable taking care of them and I felt comfortable that he understood too.

I still would like to review the file one more time after the A/R corrections and to get verification on all the bank balances (besides the SP checking) including the loan balance as of 6/30/2008. Steve is going to get the loan balance for me and let me know when he and Kathy have those A/R balances up-to-date. I will then finish that project to close out through 6/30/2008.

Again, overall I think the data file looks pretty good. Just FYI, it is quite common to see users make changes in QuickBooks AFTER the taxes are filed. It isn't the correct thing to do but it is pretty common. I showed Steve how to "Close" QuickBooks and "seal up" a previous period so QuickBooks warns the user and/or prevents them from making changes after a period has been closed. I recommended to Steve that QuickBooks should be "closed" after each monthly period is final.

Please let me know if you have any questions.

Thanks,

Ray



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