Bemidji Youth Hockey Association Regular Meeting May 20, 2009 Lukens's Village Foods Conference Room 6:00pm

Board Members Present:

Tracy Pogue, Clint Bruestle, Judy Mackenroth, Jill Anderson, Mike Gregg, Denise Merschman

Board Members Absent:

Tara Baker

Visitors:

Pam Issacson, Kristen Smith

-President, Tracy Pogue, called meeting to order at 6:10pm

Approval of Agenda

- a. The agenda was distributed and unanimously approved
- b. Tracy did mention that future agendas will only have the needed items to be discussed on it.

A. Administrative Matters

- a. Approval of Minutes of Previous Meeting:
 - i. April 15th meeting minutes reviewed
 - ii. Motion by Clint to accept minutes
 - iii. Second by Mike
 - iv. Motion approved/carried

b. President Report- Tracy

i. Joe B. declined having BYHA to have a booth at Beltrami Fair due to cost of entry (\$500) and reality of selling enough items to cover costs and make small profit.

ii. Draft of guidelines for the BYHA Scholarship Program provided for board members to review and make comments on for next meeting. Guideline Draft Attached to minutes.

iii. Would like to see Coaches pay go to an expense account instead of payroll. Coaches would do monthly expense reports to get reimbursement up to their allowed pay. If Coach goes over their allotted expense account that amount is at their cost. The money could be used for anything that is Hockey related such as skates, sticks, pucks, water bottles, mileage, hotel fee, and food.

iv. Attended the District 16 meeting held May 4, 2009 in Bagley. Elliott stated that all injuries requiring a hospital visit needs to be reported to the District 16 rep (Elliott).

- a. Discussing on who reports to whom
- b. Coach and Parent Rep. should report to a Board Member
- c. Injury Report filled out on incident and turned in to Board.
- v. New Policy in effect by Elliott called **Abuse of Officials**.

- a. Referee deems themselves abused in any fashion (verbal, physical, emotional, etc) they can call a penalty. If penalty on player then player is ejected from the game and loses skating privileges for 30 days and the coach loses 3 days. If penalty is on the Coach then the coach is suspended for 30 days.
- vi. Mike Snee, the MN Hockey contact notified us that BYHA can participate in the MN Wild Program Sales again this year. The program is a first come first serve basis.
 - a. Discussion on no money received from last years trip
 - b. Denise to contact Roxanne H. to clarify BYHA benefit from sales.
- vii. Bemidji will be hosting District Tournaments for the 14U and Squirt A teams for 2009-2010 season. Bemidji will also be hosting the State Tournament for Bantam B. Tracy feels this is a very good marketing adventure for BYHA and Bemidji.
- viii. Elliott is no longer signing rosters. Not sure who is doing the signing at this time.
- ix. Thank you cards need to be made up to give out to needed personnel
 - a. Elks Lodge sent a card
 - b. Susie and Jon from Hondo's Dance Studio should also be sent a card for working with BYHA at Elks since they rent that space full time.
- x. Joe B. asked for permission to have and hold a booth during the KA Tournament. Received permission from KA to have booth and will be selling slushy and cookies.
- xi. Would like to encourage use of the MN Hockey award patches for shut outs for goalies, hat tricks in a game, and playmaker. Good incentive for the kids to get these.
- xii. Like board to review a sample of a parent survey and make comments on their thoughts for next meeting. Would like to implement this and possibly a player survey to better serve our BYHA community. Will also present to HDC for them to review and make any comments to items they may like added to survey.
- xiii. Have been contacted by a few people about having a drop box for Calendar and KA money drop off. Some of the reps are concerned about carrying that kind of money around with them.
 - a. Board discussed concerns and addressed concerns. Drop box leaves to many opportunities for lost items like tickets and then who is held responsible. Board will continue to think about this concern but for now will continue to use Parent Reps for turn in points and collection.
- xiv. Coaches salary, have been approached by individuals concerning this issue. Feel this will be an issue that will be discussed further under budget issues.
- xv. Pucksystem Website, have looked at 3 different sites that use this system. Have been in contact with Pucksystem people and is cost

\$780/year on going with a one time set up fee of \$395. There is also a program that synchs up Tournament, games and on-line registration for an additional \$240/year. Everyone that currently uses this system loves it and swears by it. Also believe that eventual all of MN Hockey will be using this system.

- a. Would need a Web Master, discussed possibly Kris Hammitt, will be discussed further at another meeting.
- b. Also will need Credit Card capabilities set up for registration. Jill will work on and follow up on this.
- c. Clint motioned to move forward with the purchase of the Pucksystem website system
- d. Seconded by Jill
- e. Motion approved/carried
- f. Tracy will be in charge of getting Pucksystem
- xvi. Talked with Hugh Welle about IRS fine, Hugh feels that the IRS is watching BYHA to see when we file for this year and then will make the their decision. Hugh says the IRS has assessed the maximum of \$25,000 but if file in a timely manner the fine should be less.
- xvii. Issue has come up about board members getting paid for certain duties. Issue was discussed with our accountant and the accountant highly discourages this practice, also policy states that no board member position shall be paid. BYHA is a non-profit organization and is based on volunteers.
 - a. Tara not available for discussion on this matter tonight. Tracy will contact Tara and give until June 1st for Tara to respond to changes.
 - b. Judy presented letter to board requesting compensation for her duties due to her position requiring so much time and effort.
 - c. Discussion held about above concerns.
 - d. Clint motions that board members shall not be paid or compensated for their duties and that board members shall not be obligated to perform other voluntary duties within organization.
 - e. Denise Seconded motion
 - f. 5 approved, 1 opposed, motion carried.
- xviii. Talked with Joe B. about staying on with concessions. Joe agreed to stay on the team but requested to have volunteers under him for each of the rinks. Have a Sub-Manager and assistant for each of the rinks.
- b. Registration- Pam

i. On-line registration will be available for the 2009-2010 season

ii. Do not have registration numbers for 2009-2010 season due to power shut off at BCA and cannot access computer at this time, will get numbers for board as soon as possible.

c. Treasurer/Budget Report- Judy

i. Provided a Profit & Loss Report for entire fiscal year (May 2008 through April 2009) for board to review.

ii. Reconciliation Summary handout given to board members to review

iii. Jill Motioned to approve Treasury Report

iv. Seconded by Tracy

- v. Motion approved/carried
- d. Grievance Committee- None
- e. Policy & Procedure- Clint

i. Need to print out a new Policy & Procedure with the new board structure included

ii. Post new Policy & Procedure on website for anyone to proof read and make corrections (grammar).

B. Operations Matters

a. HDC

i. We are still looking for a 14U Parent Rep.

ii. Have some other volunteer positions that need and could be filled. Will put up on website about positions available for filling and see who responds.

- b. Coaches- None
- c. Equipment- Denise

i. Received 10U Jerseys, 14U Jerseys and rest of PeeWee Jerseys. Still waiting on Bantam A Jerseys.

ii. Tom Kuessel met with Play-it-Again Sports and received good deal for trade in items for goalie equipment.

d. Referees & EMT's: Clint

i. Found out that everyone is covered by the USA Hockey for injuries.ii. Tracy will sit down with Dan Dow to ask who they would recommend to be in charge of referee scheduling.

iii. Jill found out that Medical Attention can be provided by a **Certified Athletic Trainer, EMT, Paramedic, Medical or Osteopathic Physician, Licensed Health Care Professions who have current certification with Advance First Aide, CPR and Basic Life Support (BLS).**

iv. Can post the need for volunteers that fit the above qualifications for games/tournaments.

e. Tournaments- Jill

i. Wanted to know what the board would like to do for the "let's play hockey" logo this year.

ii. Board thought it would be nice to ask the city what they would like to see since they pay for the ad.

iii. Would like to jazz up the girl's tournament logo also.

f. Schedules- Address above and will wait for response.

g. HEP- None

C. Financial Matters

a. Concessions

i. Need organization chart developed

ii. Joe would like a Lead and an Assistant manager at each of the rinks and they would run the concessions for their rink with reporting to Joe.

b. Fundraising- None

c. Sponsor

i. Security Bank is no longer a sponsor

d. Gambling Report

i. BYHA can start back up in September

e. Budget

i. Tracy provided a bigger breakdown of last years budget for board to look over and to start reviewing for making new budget for 2009-2010.ii. Board did not get to finish budget planning and will reconvene on June 2, 2009 at 6:00pm with place TBD.

D. Outreach Matters

a. Marketing- Clint

i. Marketing and Advertising being consolidated into one whole package that will be offered. Still working out the kinks. Hopefully will be up and running in June to hit the streets and start selling the packages.

- b. Awards- None
- c. Banquet- None
- d. Community Relations

i. Get a survey going that was addressed earlier.

- e. Pictures- None
- f. Mite Recruiter

i. Still need a point person for this position that will also be part of the HDC Board.

ii. Get the High School coaches into the Elementary Schools to get kids interested in Hockey.

- g. Team Sponsors- None
- h. Volunteers

i. Will present at next month meeting from responses from on-line request.

i. Website-talked about earlier

E. Facilities Matters

- a. BCA Arena
 - i. Building is completely shut down for now until September
- b. Facilities

i. School district will do the grass mowing around the arena. School responsibility.

c. Special Projects- None

F. Old Business-None

G. New Business

a. Kristin Smith addressed the board about some concerns that she would like the board to think about for the future and upcoming hockey season.

i. Fundraising- difficult to sell the Calendars at \$30 dollars

ii. Scheduling- urged that who ever the scheduler is, for them to be more proactive in their position and have the schedules done and set.

iii. Think about having city days where more than one level plays in a town at the same time so parents can caravan and help out with some of the parents that have multiple kids in the program.

iv. Try to post positions that are available and let parents/people bid for the positions. There are people willing and wanting to help who just don't know where or how they can help.

v. Volunteer hours, if a person is already committed to a volunteer position like parent rep that they do not have to volunteer in the other areas because it just becomes too much.

vi. 10U and Squirt coaches really need to be paid positions. That would help to get people into the positions that really know what they are doing. Along with the Mites, need coaches that know how to work with 4 and 5 year old and get down to their levels.

vii. Apparel- would be nice to have some items even if small items available for sell or increase what we sell now.

vii. Consider the 8U program

viii. Better recruiting of coaches

ix. Communication, we really need better communication within the organization.

- I. Adjournment- 11:00pm, Motioned to adjourn by Tracy, Seconded by Clint, Motion Carried.
- J. Next Board Meeting- June 2, 2009 at 6:00pm at TBD to finish working on 2009-2010 budget.