

Bemidji Youth Hockey Association Regular Meeting  
July 15, 2009  
Lueken's  
6:00 p.m.

**Board Members Present:**

Tara Baker, Mike Gregg, Judy Mackenroth, Clint Bruestle, Tracy Pogue, Jill Anderson

**Board Members Absent:**

Denise Merschman

**Visitors:** Pam Isaacson, Jana Norgaard, Kris Hammitt, Rod Starkey, Jari Hanson, Nick Berg

- President, Tracy Pogue, called meeting to order at 6:01 p.m.

**Approval of Agenda:**

The agenda was unanimously approved as distributed.

**A. Administrative Matters**

a. Approval of Minutes of Previous Meeting:

- i. Amendment to June minutes: Discussed and approved Miller, McDonald as accounting firm to do taxes and audit for fiscal year 2008-09 not Krigbaum & Jones.
- ii. Motion made by Mike to approve June minutes, Second by Jill. No further discussion, motion carried/approved.

b. Treasurer/Budget Report – Judy Mackenroth

- i. Reconciliation Summary were reviewed by Judy and overhead presented for Board Members to review.
- ii. Profit/Loss Detail Budget vs. Actual – Judy reviewed
- iii. Balance Sheet – Judy reviewed
- iv. General Ledger – Judy reviewed
- v. Remaining expenditures – Judy reviewed
  1. All accounts have been reconciled
  2. Approved Annual report to be filed and sent to MN Attorney General's office to receive yearly certificate for non-profit status.
  3. Hugh Welle wrote letter to IRS asking for penalty to be dissolved, still waiting on response.

vi. Motion made by Clint to approve Treasurer's Report, Second by Mike. No further discussion, motion carried/approved.

c. President's Report:

- i. Parade: thanks to all involved in the kiddy parade. Coupons were handed out to help recruit more players.
- ii. Flowers were sent to the Lambornik family

d. Registration – Pam

- i. Fees have gone up, however, for every calendar over 10 that are sold the family will receive \$20 credit towards the registration. "Hockey can be free"

- ii. Free hockey for first year skaters. They still must fundraise and pay \$40 USA Hockey fee.
- iii. Website for registration is in progress and will be up and running by the end of July.
- e. Grievance Committee – None
- f. Policy & Procedure – Clint Bruestle
  - i. We need to put effort into getting the Policies and Procedures updated. Also need the current date as to when they were last updated.

## **B. Operations Matters**

- a. HDC – Tracy Pogue
  - i. Minutes were handed out and reviewed by Tracy. These will also be posted on the website.
- b. Coaches: Three Pee Wee and Squirt Coaches and Two Bantam Coaches for the new season
- c. Tournaments – Jill Anderson
  - i. Ad is done
  - ii. Jill will be forwarding on to coaches and she would like them to let her or Pam know by August which tournaments they will be going to.
- d. Equipment – None
- e. Referees:
  - i. David will still take care of getting Referee’s for games and tournaments
- f. Schedules
  - i. Pam will be attending meeting with Jeff Solheim
- g. HEP – None
- h. Age Group Reps – Tracy Pogue
  - i. Tracy handed out the Parent Rep Responsibilities guideline.

## **C. Financial Matters**

- a. Budget – Judy Mackenroth
  - i. see above with Treasurer’s Report
- b. Concessions – Joe Bofferding
  - i. Joe handed out a Concession Operations Guideline, review and comeback with feedback
  - ii. No minors will be allowed in concession area. Students grades 9-12 may help out as servers.
  - iii. Discussion as to when the concessions should be open (practices)
  - iv. Jana is creating a volunteer format
  - v. Nymore concessions has been remodeled
  - vi. Joe can purchase the slushie machine for \$1500
- c. Fundraising
  - i. BYHA received \$750 for volunteering at the Wild game last winter, the remaining \$750 should be on its way in the next couple of weeks.
  - ii. Calendar rough draft was handed around for review. Discussion took place and Jari will be taking this over.
  - iii. Joe brought up the idea of pancake breakfast once a month. We need to decide if this over does the event for bigger events when we do it.
- d. Gambling Report
  - i. Is on track

#### **D. Marketing**

- a. Advertising – reviewed with the overview of the new website by Tracy
- b. Awards - None
- c. Banquet- Jeri & Beth
  - i. Start now with collection of prizes for the upcoming year
- d. Community Relations – none
- f. Mite Recruiter - Jill Holm sent in a letter discussing the need to recruit more girls into the program. Jill, Angie and Kris will meet with her and come up with costs etc. We would also like doing this for boys and have it at different times.
- e. Pictures – none
- g. Team Sponsors – none
- h. Volunteers – Jana
  - i. Creating a volunteer format
  - ii. Jana will keep track of hours
- i. Website - Tracy reviewed website
- j. Marketing – coming up with a new template

#### **E. Facilities Matter**

- a. Special Projects
  - i. None
- b. Arena
  - i. None

#### **F. Old Business**

- a. Need a volunteer to look into hotels and get rates for all out of town tournaments/games for every level of hockey. Jana will find someone to take care of this.

**H. New Business** – Judy – we need to come up with a cap for the amount of registration costs for each level of tournaments. Jill will review and submit to coaches to their allotted amount.

**I. Adjournment** – 9:00 pm; Motion to adjourn by Mike, Second by Tara, motion carried

**J. Next Board Meeting** – August 19, 2009, tentatively scheduled for Lueken’s Village North at 6:00 p.m.