

NBAHA

Board Meeting Minutes

January 28, 2010

Meeting called to order at: 9:45 p.m.

Board Members Present: Kristi White, Janelle Olson, Tim Hink, Jeff Henderson, Tim Cashill, Tom Garin, Paige Lee, Lisa Isaacson, Cherie Turek

Members Present: Lisa Henderson

Liberty Mutual Grant:

Liberty Mutual Grant check of \$2500 put into the arena pool at Peoples Bank.
Motion to approve made by Lisa Isaacson, Tom Garin seconded. Motion carried.

High School Hockey Coach – Randy Gendreau:

The High School hockey coach, Randy Gendreau, did come to the January Membership meeting to talk about the different hockey clinics that will be available this summer for all levels of players from Mites to Bantams. His registration forms can be found on the NBAHA website. These sessions will begin in August and run through September 2010.

Budget and Budget Layout:

Reviewed the budget spreadsheet created by Lisa and Paige. Looked at where the money came in and how it was spent. Tim Cashill believes the spreadsheet is good for what we need currently. It was noted that it is a good idea to break out the expenses by month. Jeff Henderson recommended having a current month and YTD sections and then list our budget number. Tim Cashill also suggested creating a summary sheet of totals. Paige will update the spreadsheet to include these changes.

Refund for Andy Osland ½ of the \$565 DMite Fee

Motion made to refund ½ of the \$565 DMite Fee for Andy Osland.
Motion made by Paige Lee, Tom Garin seconded. Motion passed.

Registration Fee Credit:

Paige Lee proposed a registration fee credit to all C/D Mites, Squirts, PeeWees, and Bantams. Board members reviewed budget items. Looking at this refund as a way to help pay registration fees. Based on the budget numbers, it was decided that there will be no refund sent out for the 2009-2010 season.

Collecting Past Due Payments:

Current outstanding amounts are outlined below.

\$20,061 – Outstanding A/R

\$6,757 – Outstanding amount still owed by members, which include approximately 25 families, which still owe money and have no payment plan

\$13,243 – Outstanding amount still owed by members that are on a payment plan through September.

Tom Garin will collect names of these members from Paige and will help in contacting these families to collect these outstanding dues.

It was noted that we still need to try collecting these member dues, but that we do have enough funds to cover our current expenses. Tom and Paige will continue to contact these families by phone and email. These families have been informed that they do have the option to pay online with a credit card.

Any family that still has an outstanding balance from the 2009-2010 season will need to have these fees paid in full before they can register their kids for the 2010-2011 hockey season.

DMite Jamboree

Kristi brought up several questions about the added Jamboree for the DMite players. There will be an additional \$15 per player to attend this added Jamboree. Who will be collecting this money? Does NBAHA pay Anoka ahead of time or wait until we receive this money from the team? There was some discussion around a possible additional cost on top of the \$15/player to buy trophies. Tim Cashill will contact Chris to talk this through with him before we pay for this additional Jamboree for our DMite team.

Job Descriptions:

All of the job descriptions have been updated. HEP was added under the VP position, but was noted that this should fall under the Ice Coordinator position. There is a document outlining all of the positions and a description of each job. These can also be found on the NBAHA website. Lisa has asked that as you see or think of certain responsibilities that to check the job descriptions and note any additions or changes to these current job descriptions.

Ice needs for Mites in Late February or early March? (Available Ice – PC and Isanti):

Tom Garin did let everyone know that there is available ice time at both the Isanti and Pine City arenas if we were looking for more ice time for our Mites. Tim Hink did ask about the weekend of February 7th for his Initiation groups. Both C/D Mites have already used all of their allotted ice time and have no more hours of indoor ice available.

Reconfirmation on Board Positions:

Ice Director Position: Tom Garin currently holds this position and is looking at possibly changing his position on the board. Coaching Director and VP have been brought up as 2 possible alternatives. This position is up for election each year.

Coaching Director: This position needs a strong person that will help it grow and has a passion for improving our coaching curriculum to get the best coaches. This position is up for election each year.

Mite Director: Tim Hink currently holds this position and is looking at leaving this position as he looks at schedules and possibly not having a son/daughter in the Mite program next year. May look at moving to a different position, depending on the position. This position is up for election each year.

Registrar: Kristi White currently holds this position and is currently thinking about leaving this position. The Board may potentially need to fill this position depending on Kristi's decision. This position is up for election each year.

Fundraising Director: Janelle Olson currently holds this position and plans to stay on in this position. This position is up for election each year.

Publicity Director: Lisa Isaacson currently holds this position and plans to stay on in this position. This position is up for election each year.

VP Position: Jeff Henderson currently holds this position. Jeff will be moving on and will not be on the board next year. Someone else will need to be appointed into this position.

President: Tim Cashill currently holds this position and plans to stay on in this position. This position is up for election.

Secretary: Cherie Turek is currently filling the term of this position through March 2010 and plans to stay on in this position. This position is up for election.

Nominating Committee?

There were 2 Board Members and 2 Non-Board Members on this committee last year. We would like to have this same mixture of Board and Non-Board members this year. Paige Lee and Tim Cashill have agreed to take part in this committee and will look for 2 other non-board members to join. A ballot of potential candidates will need to be provided at the February meeting.

These committee members will need to find people that would be good at a particular position and have the skill sets to do the job and the time to do it well. We currently have (5) positions that may need to be filled for the upcoming year. These include Ice Director, Coaching Director, Mite Director, Registrar, and VP.

Equipment Inventory Update

It has been noted that our inventory is not perfect. We do have checks from all Mite parents who have rented equipment with the exception of (3).

- Target has a clearance of Hockey Starter sets
- We do not believe that helmets are needed as there are boxes of new helmets at the shack
- Synergy has all of their hockey equipment at 40% off
- Several Board members will need to work together to take a full inventory of our equipment and document everything in a spreadsheet or database. Tim Cashill and Tom Garin are willing to help in cleaning up our inventory listing.
- Need to look at our Goalie equipment and see if it is okay to use again or not.
- Look at trying to re-use the starter kits if possible
- Tim Cashill did say that board members can put extra hockey gear in the storage locker near the shack to get this out of their personal garages.
- The sharing of water bottles may change next year and players will need to bring their own bottles to prevent the spread of illnesses.

Mite Program:

There were between 31-36 skaters at the 1st learn to skate session on January 22nd with the 2nd session scheduled for January 29th.

Mite Committee Meeting update. Several members provided documentation from other associations to use as a comparison on how their associations are run as compared to NBAHA. Tim Hink is using this information to look at changes/improvements for next year. Tim did note that we are not much different from other associations in hours of ice time, cost, etc... Some Associations are skating several weeks earlier than our skaters.

Most associations are doing evaluations and some are providing separate in-house programs and traveling at other levels.

We will be seeing a switch in the Mite labels as compared to levels of play in the 2010-2011 season. Our current levels start at Initiation → A Mites → B Mites → C Mites → D Mites
This will change to the starting level of Initiation → D Mites → C Mites → B Mites → A Mites

Arena Update:

Tim Cashill would like to start pushing this project forward. Lisa has emailed Kraig about getting more information on this project to start moving forward on the Grant process and needs to figure out what needs to be done, who we need to help do this, and when. This information will be needed before we can look at requesting In Kind donations.

- Get names of people we have talked to about In Kind donations. Jeff and Kraig should have this information.
- Need to set a "Ground Breaking" day and publish this information. Look at setting the ground breaking day to something like April 15th and post this on the NBAHA website.
- Find a way through sponsorship and donations, gambling, fundraising to pay for the operations of the arena by putting together an Arena Board.
- Paige did note that we still need to use the gambling funds to keep the cost of the 1st year mite fees low to pull more kids into this program

Website Advertising:

Website advertising costs vary by sponsorship levels. Annual fees can range from \$200 to \$800. Suggestions on promoting advertisements on the NBAHA website are listed below.

- Look at offering \$250 for a one year subscription and put an add on the left side of the website.
- Add a comment that you can link to your website with a click
- Look at selling advertisement slots and rotate adds.
- Have an introductory price (rate) for the 1st year. Price can then go up in later years.
- Send out an email to association members as they may know of companies interested in participating.
- Lisa will create a registration form for website advertising.

Service Requirement:

Lisa has found a software program called DIBS that is used to keep track of volunteer hours. You can setup specific volunteer programs and have members go online and claim 1-hour shifts of time. There is a one time setup fee of \$200.

Lisa would like purchase this software to help keep track of volunteer hours and may pull in more volunteers with this method in place.

Motion to approve the purchase of DIBS made by Tim Cashill, seconded by Paige Lee. Motion passed.

Co-Op:

- Need to keep looking at addressing ice time and level of play for our members
- Look at continuing a Co-Op committee that works together over the summer to prevent confusion in the Fall.
- Need to schedule a Joint Board meeting with Cambridge Isanti to discuss what did and did not go well this year and what we need to do to make improvements for next year.
- Talk about what we are going to do with HEP next year and how to get 100% participation.
- Look at adding goalie and dry land clinics to the budget.
- Tim and Cory have had a number of discussions on level of play for next year and are in agreement that we will not push our kids to play at levels that they are clearly not ready for.

Updating Member Handbook By-Laws:

This document had been converted from PDF to Word to allow for updates.

The ByLaws do require a motion to pass on changes for the 2006-2007 document.

- Eliminate Building and Maintenance
- Need to make time at next meeting to go through these documents
- The Handbook is out-of-date and also needs to be updated.
- These documents need to be reviewed on an annual basis.

District 10 Tournaments – Requirement for Volunteers?

We need to get volunteers for this District10 Tournament as it is a requirement by District10 that all Associations participate. Need to determine where we are going and how many people are needed.

Lisa will setup this volunteer requirement in the new DIBS program.

Annual Gambling Disbursement –

In January we need to create a list of possible places to make donations to. In February, members decide who and how much and then make a motion. In March, at the annual meeting, members vote on the motion.

Potential candidates from last year are listed in the March 19, 2009 minutes. Listed below are the Potential Candidates for this year:

Camp Sunrise
City of Stacy (arena fund)
Early Childhood Coalition
NB High School Hockey Program
John Pinnseanault scholarship fund
City of Stacy
NB Music Booster Club
North Branch Library
North Branch Lions
Ruby's Pantry Food Shelf
Senior All Night Party
Trinity Christian School
Youth Service Bureau
Blue Line Club (Varsity Hockey Booster Club)
Pheasants Forever

Baskets for Osland Benefit

Motion made by Kristi White to spend \$100 to donate a basket to the Oland Benefit, Tom Garin seconded. Motion passed.

Motion made by Tom Garin to raise the benefit to two (2) baskets for \$200, Janelle seconded. Motion passed.

Janelle Olson will look at purchasing the items for these benefit baskets.

Old Business:

- Paige – Collection status of payments received for player registration
- Lisa I and Cherie T – Update Member Handbook By-Laws
- Lisa I – Implementation of DIBS online
- Lisa I – Website Advertising Progress
- Lisa I - District10 Tournament Volunteers
- Lisa I - Annual Gambling Disbursement
- Tim C - Equipment Inventory
- Lisa I – Grant Update
- Tim C. – Arena Update

New Business:

- Lisa I – Add a section on the website with links to summer hockey/goalie clinics
- Nominating Committee – Ballot of potential candidates
- Joint Co-Op Meeting with Cambridge Isanti

Next Months Meeting: February 25th at 7:00pm

Motion to adjourn – 12:10pm. Motion made by Janelle Olson, Tom Garin seconded. Motion carried.