

# **NBAHA**

## **Board Meeting Minutes**

### **May 26, 2010**

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**Meeting called to order at: 7:35p.m.**

**Board Members Present:** Tim Cashill, Cherie Turek, Lisa Isaacson, Tom Garin, Paige Lee, Janelle Olson, Tim Hink, Kerry Harvey, Ray Croal, Brian Kerchner

**Members Present:** None

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#### **Bantam Options to play as a North Branch Team:**

If North Branch kids play together they will most likely be at a B2 Bantam level.

We are still waiting to hear back from Pine City on Co-op options. We can look at subsidizing the funding for our Bantam players if we have to waive them to another association that has higher fees. We can say that we want our players to skate together in Pine City, but if they choose to waive to another association we will help this work for these players.

Our only other option is to look for displaced players, however, we then end up waiting until tryouts to pull our team together. Tim will put together a communication email for the Bantam parents in June and will get board approval before sending out this communication.

#### **Available Ice for 2010-2011**

Tom Garin has talked with Dave, from Cambridge Isanti, and he currently guarantees us 100 hours of weekend ice hours shared with CI. Dave is willing to give us this ice time ahead of time. We can look at swapping times with early morning and afternoon hours. Sheila, Cambridge Isanti, will be at scheduling so we can change schedules as needed. We are looking to schedule all ice at Isanti and East Bethel arenas. Dave will work with us on the costs at the CI arena. Cambridge Isanti has a large amount of early ice time that we can get much cheaper if needed. We may want to look at these cheaper ice hours for some of the pre-skate sessions before tryouts.

There will be a total of 220 hours needed by our association without a bantam team. We are looking at 120 hours at East Bethel. This really depends on what kind of hours we can get from the East Bethel arena. Tom Garin is working with Matt, East Bethel Arena Manager, and should have some final numbers from East Bethel by June 6<sup>th</sup> or June 7<sup>th</sup>.

We could look at Wednesday evening ice for the mite level players for practices as there are usually a number of hours available on this day of the week.

Do we look at having some Monday ice time and have open hockey for those players that can get transportation to the arena when there is no school next year? We could then look at rotating the coaches that attend these sessions.

**Funding Needs by each Board Member**

The preliminary budget is out on the website. Last year we budgeted \$15000 for the outdoor rinks. We had \$10000 for Stacy and \$5000 for North Branch. We will need to figure out how to break the \$15000 for the Stacy arena for next season.

Paige talked to Carl about equipment and he feels he needs 3-5 more sets of goalie equipment. Carl has indicated that all he needs for coaching supplies are additional blue pucks. He has also noted that he still needs about 10 more helmets. However, Lisa did find a number of brand new helmets at the shack. An inventory will need to be taken before we make any new equipment purchases. It was noted that if we purchase more socks we look at getting solid color socks.

We need to determine what equipment we have and what is needed as we look to define our registration fees for next season. We also need to look at any subsidizing ice costs that we can come up with for our bantam level players.

**Mite Evaluations** – We may need to publicize open skating opportunities for the mite level skaters. We will post \$700 at this point.

**Traveling Skaters** – Put in \$1000 for ice time. We will need to leave this amount in place to cover evaluator fees and look at dropping this down if we can.

**Coaching Clinics** – We will start this at around \$700, knowing that it is \$40 per coach to attend these clinics.

**Goalie Clinic** – Are the goalie trainings on a per player basis? We will leave this amount at \$3150 and check with CI again on the actual cost of this clinic for our association.

**Referees** – It costs about \$90 per referee so we will mark this down to around \$200 for this field.

**Coaching Workshop (MN Hockey)** – MN Hockey will come out and provide this workshop if we pay for the ice time. Tom Garin will look into this and will mark down \$200 in the budget for now.

**TEAM BANQUET**

Paige brought up the idea of having an all teams banquet at the end of the season instead of individual team parties. This would be a good opportunity to promote the awards for kids that get good grades. We can look at having a large spaghetti dinner at the Lent town hall. We could make a large slideshow that can be presented at this banquet for all teams to share and enjoy. We may also need to look at purchasing medals or some type of an award for all players. The by-laws are to buy these trophies or medals locally. We would do an RSVP for those that would like to attend.

Do we look at increasing the Mite registration fee to \$45 or \$50 to cover a trophy fee so we can give all of our players a trophy at the end of the season?

### **Corporate Credit Card for Fundraising and Publicity Directors**

Tim talked to Associated Bank and they do not work with pre-paid credit cards. Only officers can have a debit card. The bank official has offered that we can have a corporate credit card and put several names on this account with a monthly balance placed onto these cards. We could have as many or as few cards as we want with the individuals name on each.

This corporate credit card could then be used by Janelle for purchasing items for fundraising events. We will need to set a max amount on what needs approval by the board before it can be spent. There needs to be control put in place on who spends money and how much. We will need to determine what policy covers this topic and include something in the handbook or bylaws.

Janelle is requesting to have a \$500 monthly amount for fundraising expenses. This can always be changed as needed.

Tim will work with the bank to get one corporate credit card for just Janelle at this point. We may look at getting another card at a later date to help out with the online registration as Kerry may need an additional card.

### **Equitrust Fund**

This fund was kept before we had the Peoples account. We are going to merge this money into one of our existing accounts and close this separate fund account.

### **Raffle Tickets**

Janelle has had all of the raffle ticket printed. We may look at doing this as a separate check for the raffle tickets outside of the registration costs.

- 40 Raffle ticket at \$5 a piece.
- 2 power play tickets at \$15/each
- 2 pancake breakfast tickets at Applebee's at \$7/each with a total \$14

### **Discuss setting Budget Process**

A few board members will meet later this week to discuss the budget.

### **Arena Update**

We need to start pushing this so we can take advantage of our grant options in July. The meeting with the City of Stacy was canceled this week. We need to get the next arena committee meeting scheduled.

### **Online Webstore**

Lisa has talked with Nick Miller about the online webstore. Do we need to go out to multiple vendors and have bids submitted? Nick has indicated that he can do all of our webstore item merchandise which included screen printing.

Prism cannot do screen printing and works with another entity for screen printing. Paige will talk to Prism and let them know that we are going to start building a webstore. We may want to find out if

she even has the capabilities of doing a web store. We will let her know that we are asking for proposals by June 10<sup>th</sup>. We do need to make sure the brand on the site is North Branch Hockey. Paige will have her submit her bit to the NBAHA Vice president. We will need to communicate that we are offering this opportunity to Prism as it is a part of our Bylaws to offer this opportunity to all local companies.

### **Pepsi Grant**

Charlene Croal is working on this grant as it does go live on June 1<sup>st</sup>. This grant is mostly ready and is very much like Liberty Mutual where we will need people out voting every day to get as many votes online to get this grant. The grant is based on how many votes and the number of people you can get to apply.

### **NBAHA Newsletter**

Send updated information to Lisa with the updated information for the newsletter that will be sent out in the next month

### **Handbook Review**

- Mission Statement and Goal– This section looks okay.
- Philosophy of Youth Hockey – Team schedules should include at least 2 practices for every game. If the guideline says 3 practices to 1 game then we will need to update the handbook. This was updated by Tim Cashill.
  - Verify number of games per season section.
  - The A/B will be 21 and C/D will be 15
  - Change no scoring for mites and de-emphasize scoring at the Squirt levels
- Zero Tolerance Policy
  - No changes
- Parent Education Policy
  - This section of the handbook looks okay.
  - There is a link off of MN Hockey website with the online quiz that we could link to online. Between October and January they give away prizes every month that include Gopher tickets, Wild tickets, and more. We can look at linking this to our website. It includes 10 questions. We will need to figure out how to keep track of who completes this quiz. We could look at forward the results to the Vice President.
  - Cherie will create a link to the Minnesota Hockey HEP quiz website from the NBAHA website under the Home-HEP section on our website.
  - The location of this quiz site is <http://minnesotahockeyhep.com/quiz> – One person will be required to take this quiz as part of the HEP requirements and the results will need to be sent to the VP.
  - We will look at eliminating the parent meeting.
  - We will look at adding information to the online information as the prizes do not take effect until October through January.
- Sexual and Physical Abuse Policy
  - No changes
- Consumption/Use/Abuse of Mood Altering Substances
  - No changes

- Conflict of Interest Policy
  - Can we remove the required signature for new directors on the board confirming they have read the handbook? We will need to decide if we keep this or not.
- NBAHA Sponsored events
- Board of Directors
- Insurance
  - We will need to include a budget item to reimburse for coaches. Players must register and pay online for USA/MN hockey insurance. Coaches must submit a receipt to the Treasurer to be reimbursed for their training.
  - Coaches should forward receipts to the treasurer to get reimbursed. Coaching director must make sure that all coaches are certified, but may not handle the insurance part.
- Waiver Policy and Procedure
  - If you went to school in the district you could play hockey, but you could not switch part way through the season. Kerry will need to research the correct policy for the upcoming season. This has changed from last season. We need to know the exact waiver policy. This could impact several of our players in the association.
- Membership
  - Lisa has nothing to add to this section.
- Financial Information
  - We will need updated registration payments with having registration being online for the upcoming season. All members are now supposed to register and pay by credit card. These payments could be one time or several payments over a period of time. It has not been decided on how to handle the situations where people do not have or choose not to use a credit card. We may look at charging this to NBAHA credit card and get a certified check from the members as one possible option. We could also look at pre-paid credit cards.
  - Refund Policy changed slightly with wording by Tim Hink.
- Family Volunteer Hours
  - Each NBAHA family is required to complete 4 service credits per season. In previous years we have collected deposit checks. Other associations have stated that members with uncompleted volunteer hours will be charged \$50 per credit. We could add a section that members could be charged if these hours have not been fulfilled.
  - Lisa will add a section that explains how to sign up for DIBS and how it is used.
- Level of Play
  - Eligible players must be between the ages listed, on June 30<sup>th</sup>. – Sentence added by Tim Hink.
  - The birthday window may be changing for the upcoming season. Other associations do not specifically talk about birthday window options. This gives the option to kids to play down based on the July 1st through September timeline instead of looking at what grade they are in. If the kids fall into these months, they can play down if they choose instead of moving up with their grade level.
  - We need to add a section that explains what the birthday window really is.
  - Someone needs to update this section. – Tim Cashill will look into this and update the handbook item.
- Player move-up policy
  - Something does not match up with the CINB handbook.
  - Look at changing this to place players where they belong based on skill level.

- Look at adding a section for the Coaching Committee?
- High School Tryout Procedure
  - There is really no way that we can stop players from going to High School try-outs. Every kid that tries out for the High School team does not get cut because they do not have enough players registering.
  - We will need to make note that if a player does go and try out for the High School hockey team and then decide to play in the association instead that they come back and play at the correct level and do not get placed at the lowest level.
- Cold weather policy
  - District 10 has a cold weather game policy.
  - We will not include this in the handbook.
- Coaching Recommendation Committee
  - Change the timing section from May 1<sup>st</sup> to June 1<sup>st</sup>. Tom is going to suggest 4 people for the coaching committee and will send this to the board for approval.
  - It would be nice to have members that are not head coaches as this is a huge time commitment to these members.
  - We need to clean up the wording so it reads as just 1 committee
- Traveling Coaching Selection
  - Have applications by July 1<sup>st</sup> and approval of coaches by July 31<sup>st</sup>.
  - Applications will be sent to the PO box and will go to the coaching director.
  - NBAHA will appoint a head coach no later than August 31<sup>st</sup>.
- Assistant Coaches
  - Look at having at least 1 Goalie coach per team.
  - If we have 1 head coach and a couple of assistants, we can assign one of the assistant coaches the goalie coaching responsibility to help train the goalies by attending goalie clinics with the players.
  - Do we need a goalie coach coordinator? We will see if the coaching committee can find someone that would be willing to fill this position. Steve Lee may be willing to help out in this position. We will need someone to help coordinate practice plans. We may look at setting a Goalie Director position. There may be some members in the association that have played this position in the past.
- Coaching Application
  - This will be sent to the coaching director. Applications will not be accepted after July 1<sup>st</sup>. Head coaches will select their assistant coaches.
- Articles of Incorporation – Jeff Henderson is checking to find out when we were incorporated as it is not documented in this document.

#### **Old Business:**

- Lisa I – Grant Update
- Lisa I – Ground Breaking Ceremony Update
- Tim C. – Documented proposal on creating a North Branch Bantam team
- Tim C. – Arena Update

#### **New Business:**

- All – Handbook update/review

**Next Months Meeting:** The next monthly Membership/Board meeting is scheduled for June 23, 2010 (7:00pm) at the North Branch Library.

**Motion to adjourn – 11:50 pm.** Motion made by Janelle Olson, Kerry Harvey seconded. Motion carried.