

Sun Prairie Youth Hockey Association
Board of Directors Minutes
October 17, 2010

President	James Trent	LTPH Reps.	Paula Walker, (Jen Voge – Absent)
President Elect	Jeff Thornton	DC Diamonds Rep.	Chris Herwig
Past President	Tony Rehm	Mite Rep.	Mike Weber
Secretary	Betsy McCrary	Squirt Rep.	Dave Batterman
Treasurer	Tim Butcher	PeeWee Rep.	Jen Kurtz
		Bantam Rep.	Gary Pfann
		High School 2 Rep.	Chris Gehrman
		Coaches Rep.	Rob Wisniewski

Audience: Dale Ripp, Jim Tuttle, Luanne Kostelic, Brian Benisch, Terri Benisch, Steve Traut, Steve Lane.

President James Trent called the meeting to order at 7:02 pm.

1. Public comments

Jim Tuttle asked about the Region 4 meetings and Cardinal Cup tournament advertising, as they're not currently on the WAHA website. He also asked on the status of a team rep binder. James noted that the team rep manager, Kelly Chlebowski, is working on updating the team rep binder. We have recently learned that the Cardinal Cups aren't on the WAHA website and have been in contact with Mike Sanders, the tournament director, about this. Board members have been assigned to go to Region 4 meetings. The next one will have a post-meeting for team reps. Jen Kurtz will be attending the next one.

2. EXECUTIVE COMMITTEE REPORTS

- a. Secretary –Executive Committee minutes from Sept. 20 and Oct. 13 distributed. (September board minutes previously approved by email.) Betsy reported that LTP fliers were distributed to 4K through 2nd graders throughout the city. An introductory meeting had about 16 people attend.
- b. Treasurer – WIFLI will do a 2010 audit in the next few weeks. This is different from the review done the previous year. One difference going forward has been separating out admissions/skate rentals versus concession sales, which requires another person for public skate. We don't pay tax on admissions and skate rentals, but we do on concessions sales. Tim provided preliminary unaudited summary numbers to the board. Highlights include income of approximately \$116k from dues, \$33k from concessions, and \$136k from rentals. Total income was about \$515k. Expenses include \$19k for concessions, youth hockey expenses of ~\$45k, payroll expenses of ~\$100k, utilities of ~\$66k. Total expenses were about \$420k, for a net profit of \$94k. Current assets were ~\$223k, long term assets with depreciation ~\$502k, total fixed ~\$377, for a grand total of \$600k. Cash flow was \$95k in operating activities, -\$3k for investing activities, -\$42k for financing activities, for a total cash at the end of the period of \$134k.

Mike asked what timelines were for the audit. James asked Tim to keep on the auditors so that it is finished before their busy season. Tim reported that it will be an on-site audit. The note on the mortgage is about \$99k. About 12 travel team families from mites, squirts, and peewees have not paid yet. Reminder emails will be sent, and the executive committee will follow up as needed.

c. President Elect – Jeff Thornton

i. Dues reductions

Jeff asked Terri Benisch if there was an update on the recent dues reduction initiatives. Terri reported that wreath sales were about \$8k and Scrip was about \$1k for the first order. This is a work in progress. For the wreaths, 25% of the profit goes to the association, 75% to the player. More signage on the Scrip program will be coming.

ii. Responsible Sports Update

SPYHA was at the top of the leaderboard this week. We need to keep pushing – grandparents, anyone with an email can register. Jeff asked Steve to include a link on the website – this is a great message, plus a chance to win \$2,500.

iii. Other

Finishing the Focus on Energy applications may net us a \$1000 award for a dashboard.

d. Past President – Tony Rehm

- i. Equipment – Jason Walker and Tony met and set equipment room hours. We are low on helmets, so an email was sent to the association. It isn't necessary for helmets to have a cage (there are some extras). The USA Hockey/One Goal equipment is gone. We are researching ways to get additional equipment for the Hockey Across America program and the details involved.
- ii. Organizational flow chart – will be discussed as new business.
- iii. Jerseys – The socks are in, the home jerseys are now not predicted to arrive until mid-November. With pictures Nov. 2nd for some teams, options are to push back pictures, wear last year's whites (could be a problem for mites and squirts), or wear red. The consensus on the board was to wear reds. Mites have their red travel jerseys, and Tony is working with the equipment managers to work on the other teams. Tony asked about stickers/numbers – Jen will give him the information she received last year. It was noted that team reps will get jerseys based on sizes, and that Jeff will never give out jerseys again.
- iv. AED training – PAC has given four possible dates for AED training, we can pick two. Z-team, staff, coaches and board members are invited. Dave asked if coaches who were certified would need to be recertified. This is not necessary. Jeff suggested Nov. 3 and 8, 6 to 8 pm.
- v. Injuries – It may be in our best interest to have a return to play policy for injured children – basically some sort of release to get back on the ice from medical staff.

e. President

- i. Cardinal Cups and Volunteer Hours
The question of offering volunteer hours for teams with Cardinal Cups has been raised at Drop the Puck meetings and brought up by individuals as well. This was discussed with the volunteer committee. Both the volunteer and executive committees agreed that participation in Cardinal Cups was part of team responsibilities and hosting a Cardinal Cup is a privilege. Teams that don't have Cardinal Cups have additional travel and expenses for tournaments, and invest a similar amount of time.
- ii. Hockey Across America
USA Hockey has promotional and programming materials. SPYHA would need to provide equipment. Equipment possibilities need to be evaluated. Skates could come from the skate room. We would want to have a spring ice program available to offer attendees.
- iii. Culver's Share Night
Share Night is Nov. 1st. We'll need an eblast and communication with team reps. If you are able to help out, please contact Betsy or James.
- iv. Cardinal Cups
Cardinal Cups will be added to WAHA, and online tournament registration is in the works. Jen Kurtz asked about volunteer hours for the tournament director. Brian Benisch asked if they made money and could every team have one. James answered that last year the policy changed and every squirt team now hosts one. At that time, the possibility of each team hosting one was looked at, but there just aren't enough weekends.
- v. Other
Jim Geiskig is looking into a WSJ contact. Quaker Steak & Lube has offered a Share Night-type program at their downtown location. James will discuss this with the annual fundraising committee. He also discussed a community service committee, which would fall under annual fundraising for now and coordinate things like Share Night. Proceeds went to the scholarship fund in the past.

3. LEVEL REP REPORTS

- a. LTPH – Paula Walker reported lots of equipment has been given out. She’s fielding questions and receiving emails.
- b. DC Diamonds – Chris Herwig reported that they have three team – about 39 skaters, a good number are from Sun Prairie. They are working on scheduling. No discussion on ice rates have been hold yet. Their board meetings are once every two months or so.
- c. Mite – Mike Weber reported that Paula Walker is the team rep. Scheduling went well: they have three home ice slots open and scheduled 16 Mite A games and 8 Mite B games. They stay pretty local.
- d. Squirt - Dave Batterman reported that he scheduled Squirt B&C teams, and Jim Tuttle scheduled the Squirt A games. All their league games are scheduled.
- e. PeeWee – Jen Kurtz reported that Shawn Lane scheduled the A team, she scheduled B&C. McFarland wasn’t there. Jen reviewed PeeWee team placement: PWA – League 1 East - Beloit PWA, Janesville PWA, Patriots PWA, Sun Prairie PWA, and Rockford, IL PW1; PWB – League 2 - Beloit PWB Middleton PWB, Polar Caps PWB, Southwest PWB, Sun Prairie PWB, Dubuque, IA PW1, Rockford, IL PW2; PWC – League 4 - McFarland PWB, Middleton PWC, Polar Caps PWC, Sauk Prairie PWA, Sun Prairie PWC, Wildcats PWB, WI Dells PWA
- f. Beloit, Middleton, Dubuque, Rockford, PolarCaps, and Verona are in the PeeWee B league. Jen asked for clarification on the board policy, which was reiterated as follows: checking teams are not in the same league as girls teams; however, PeeWee teams can play girls teams.
- g. Bantam – Gary Pfann noted one scheduling problem with A’s could be Stevens point at 7 pm on Saturday with Beloit at 10:45 am. No issues scheduling B’s. The rest of the schedule needs to be set before tryouts. Gary will ask some parents for help.
- h. High School - Chris indicated reported that there has been a flurry of emails about U16 and HS2. HS2 is at about 75% scheduled. Chuck is working on a JV issue for USA Hockey insurance. We need to get registration numbers for HS players. U16 may be the tryout teams, but it depends on numbers.
- i. Coaches – Rob Wisniewski
Coaches will be addressed as new business. Regarding conflicts between ice arena staff and coaches, the executive committee has a meeting scheduled to discuss issues.

4. OLD BUSINESS

- a. Annual Fundraising
Gary reported that the FOF had great publicity. The revenue was about \$10k, with a net between \$6 and 7K. The weather was a factor in lower attendance. Thanks to all who helped. They hope to break even and build going forward. We should have a budget available for next year.
- b. Communications
As noted, there was a LTP meeting Friday night. Betsy is looking into printing arrangements/agreements, such as something with Econoprint. Brian Benisch mentioned he uses AC Printing on TT, just past N. He will get Betsy information.
The bulletin board is in place with preliminary board pictures.
- c. New Rink / Building Committee
First, the dehumidifier is out – we have great insurance that’s covering the cost.
Jeff has met with JLA. Blueprints are looking great. Early this week Jeff, Dave, the architect, and Stevens will be meeting. Hopefully cost projections will be available soon.
- d. Capital Fundraising
The the most was unveiled. There will be a web version, and we’re working on other locations, too, such as downtown. Mike Weber noted that we’ve kicked off the campaign. Sherry Herwig is working on the brick campaign. A demo block should be available next week. There would be two sizes: 8x8 and 12x12. We’re checking to see if it is possible to etch across multiple blocks. Team meetings had a short capital fundraising presentation. We need to visit user groups. Work is starting on the donor database. Next meeting is Tuesday at 6:30 pm. Dave Batterman noted that he was surprised to receive feedback that people didn’t know about the campaign.

5. New Business

- a. Coaching list (from Rob) James reviewed the list. For LTP 1, Bob Houle is running it to start, with hopes of finding a person to lead. Jeff will run the goalie skills camp. The coaching list is contingent on background checks. There were questions about teams of 12-13 kids needing 4 coaches. One suggestion was to have three on the bench, and the fourth watching/taking notes. WAHA allows four. Chris Herwig suggested that the coaches decide how to handle the bench. If there are problems that the ACE director and head coach can't handle, it will come back to the board. Concern was expressed about potential conflicting coaching responsibilities (e.g., Chris Herwig is coaching two teams, one SPYHA and there a DC Diamonds team). Chris Herwig stated that assistants on both teams are experienced and capable in his absence. Tony made a motion to accept the list (below), with the addition of Jon Lambert and Jeff Thorton.

Team	Name	Position
Mite A	Chris Herwig	Head coach
	Chad Schneider	Assistant
	Bill Gilbertson	Assistant
	Dan Carpiaux	Assistant
Squirt A	Shad Kernan	Co-Head coach
	Jason Harkins	Co-Head coach
	Scott Halblieb	Assistant
Squirt B	Ryan Burke	Head coach
	Chris Formisano	Assistant
	Troy MacMiller	Assistant
	Steve Traut	Assistant
Squirt C	Jeff Zarosley	Head coach
	Rick Smythe	Assistant
	TBD	Assistant
PeeWee A	Steve Lane	Head coach
	Tim Bass	Assistant
	TBD	Assistant
PeeWee B	Steven McCrary	Head coach
	Bob Houle	Assistant
	Mark Sanderfoot	Assistant
	Dave Voge	Assistant
PeeWee C	Bill Blumer	Head coach
	Andy Winn	Assistant
	Bill Welling	Assistant

LTPH/In-house coaches
Chris Herwig
Chad Schneider
Mark Breyer
Suzanne Doody
Jerry O'Gara
Jeff Zarosley
Rick Smythe

Other Potential Coaches
Nik Haley – Midget/U-16 or Bantams
Mike Beauchaine – TBD
Troy Geisegh – Bantam
Jeff Zupansic – Bantam
Tom Lee – Bantam
Craig Makela – Bantam
Rob Wisniewski – Bantam
Mark Waitkus – HS2 for 23rd season
Tyler St. Clair – HS2 assistant
Derek St. Clair – HS2 assistant

It was seconded by Jen Kurtz. James clarified it was necessary to abstain only for the approval of a particular coach in cases of spouse or self. Coaching list approved 10-0-1, with Chris Herwig abstaining from all voting.

b. Volunteers & Volunteering

James, Jeff, and Betsy meet with the volunteer committee. Terri Benisch has volunteered to manage the concession stand. Different ways to improve volunteering were suggested, including assigning teams different weeks to cover the concession stand, with the idea it might help build teams and encourage people to work with friends. Terri will try to recruit some help and have a list of employees on call available to take unclaimed hours if shifts aren't filled 72 hours in advance. They plan to be open for LTP groups as often as possible, plus weekends and varsity games.

c. Tournament selection

The tournament suggested for the Bantam B's turned out to be an A/B tournament. Chuck suggested the River Falls tournament Feb. 11-13 as a replacement, and we'll go forward with that.

d. Lights

James reported that the bulbs in the rink have been changed and now provide much better light. Based on this, 6/8 of the lights will be on for practice; however, if there are complaints about lighting, all lights should be turned on. The rink should be kept well-lit. The dark spots seen on the ice are actually just sand (the paint is gone). All lights will be on for games. There were no objections voiced. They are 200 watt bulbs.

e. Locker Room Policy

James reviewed the USA Hockey policy: no single adult with a single child. The locker room must be supervised while players are on the ice or locked. Mike Weber suggested posting the policy. Jeff noted Rob would need to share the policy with coaches. Discussion about the logistics/compliance of locking and unlocking the locker room, if it could be parents supervising (a child who was late, for example)? What background checks would that require? Additional research is needed on the execution. Rob will communicate the information to coaches. It doesn't cover user groups, such as figure skating. It could be posted in locker rooms (on the back of the door). Action tabled for next meeting to give time for additional thought/research.

f. Team Pictures – previously discussed

g. Jersey Handouts – previously discussed

h. AED Training – previously discussed

i. Background checks

James will set up and forward information to Rob and Kelly to share with coaches/team reps. WAHA is recommending board, coaches, employees, and team reps. Check is good for three years.

j. Badger State Games

The BSG have pushed back their youth hockey component to complement state tournaments (e.g., Mar 4-6 squirts, Mar 11-13 bantams). Do we want to change and host BSG. It seems the cost is lower. James recommends staying with current plans. Everyone agreed we would wait and see how things progressed.

k. Organizational Chart

Tony presented a draft organization chart. Some suggested changes including moving dues reduction to the treasurer. Mike Weber wasn't sure what the executive committee has on their plate. It was suggested that the executive committee tweak the chart and bring it back to the board for approval. It would be something to include in the policy handbook.

l. Potential fundraising?

Porktopolis across from Jung's has opened is interested in having SPYHA help with 2500 door hangers in exchange for help with food for next year's gold outing and a 40 person pig roast in for the FOF silent auction. James suggested that this be turned over to the annual fundraising committee.

The next meeting was scheduled for Nov. 21st at 6 pm, but this will be changed to Nov. 14th at 6 pm due to hunting season opening weekend.

Chris Gerhmann made a motion to adjourn the meeting, seconded by Paula Walker, all approved. Meeting adjourned at 9:29 pm.