

# WASHINGTON COUNTY YOUTH HOCKEY ASSOCIATION

2330 S. Main Street • West Bend, WI • (262) 335-0876

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**July 22, 2013**

**Monthly Board Meeting**

**Kettle Moraine Ice Center-Multi-Purpose Room**

**7:00 PM**

**Attending:** Doug Pickett, Tom Postulka, Paula Beine, Dave Coughlin, Jeremy Grannan, Eddie MacDonald, Sherry Reiter, Paul Mcaughey, Ryan Lichtensteiger

**Staff:** Craig Peterson

**Excused:** Paula Beine, Paul Luedtke

**Guests:** 6 guests

## MEETING AGENDA

- I. **Doug Pickett called the meeting to order at 7:00pm**
  - a. Doug Pickett established a quorum via the roll call
  
- II. **Jeremy Grannan motioned and Tom Postulka seconded the approval of the July BOD Meeting Agenda. Motion Carried unanimously**
  
- III. **Dave Coughlin motioned and Doug Pickett seconded the approval of the May BOD Meeting Minutes. Motion Carried unanimously**
  
- IV. Director Reports
  - a. Treasurer -- Finances (Doug for Paula)
    - i. Financial highlights as of June 30, 2013
      1. Available cash = \$21,489
      2. Line of Credit: \$50,000 payment made
        - a. Balance = \$25,000; \$50,000 available to draw; this should result in a favorable budget impact for as long as we can keep from drawing funds and keep the balance below \$75,000
      3. Accounts Payable = \$19,091 including \$17,194 to Chiller Tech
      4. Donation of \$500 from PPG Industries received
    - ii. Financial highlights since June 30, 2013
      1. Available cash = \$23,875
      2. Notification of grant approval from West Bend Community Foundation for \$5000 to be paid in November
      3. Notification of denial of grant from West Bend Mutual
      4. Received \$512 in settlement of Veolia class action lawsuit
      5. Approximately \$3000 received from Chillin' for a Chiller event. Additional sponsorship money is expected to be received
    - iii. Concerns
      1. Rink Board sales are needed to attain budget of \$10,000 in sales. Need to sell 20 rink boards
      2. \$7400 shortfall from budget for Beer and Wine tasting needs to be made up. \$5000 grant from West Bend Community Foundation, \$500 PPG donation and \$512 Veolia settlement we unbudgeted revenues that will help make up shortfall

- iv. Financial statements and IRS Tax Form 990 for fiscal year ended 3/31/13 review preparation status
  - 1. Review going very well. Two open items:
    - a. Awaiting conflict of interest statement from Board members and Craig
    - b. Bonafide agreement
  - 2. Form 990 to be presented to full Board for review before submission to IRS
- b. Fundraising – (Sherry)
  - i. Beer & Wine Tasting event results
    - 1. Income a little over \$16.6k
    - 2. Net income a little over \$12k
    - 3. 200 people in attendance
    - 4. 2014 event – past families from Association invitations?
  - ii. Hockey equipment resale
    - 1. July 31<sup>st</sup>
    - 2. Members re-sell any equipment with 20% of sale going to WCYHA as donation
    - 3. Potentially give 14-15 season credit for finds raised?
    - 4. Taking both adult and kids gear
    - 5. Email being sent to Association members
    - 6. SaniSport will also be in attendance
  - iii. Golf outing
    - 1. September 14<sup>th</sup>
    - 2. Hole sponsorship \$150
    - 3. In need of raffle items
    - 4. Cost of \$105 per golfer
    - 5. Need volunteers 10 or more people
    - 6. Does anyone know anyone that could help pull in “celebrities”? Beat the PRO idea
    - 7. Currently in middle teens for number of confirmed foursomes
  - iv. Other fundraising events
    - 1. Traditional fundraising opportunities will remain available
    - 2. Potential Women’s Shopping Night-November
      - a. Babysitting provided?
    - 3. Admirals Opening Night Ticket offer
      - a. Cost to WCYHA \$11 per ticket
        - i. WCYHA can determine selling cost with additional funds coming back to Association
      - b. Need \$100 deposit
        - i. Jeremy Grannan will coordinate and handle deposit
    - 4. Rink Boards
      - a. New policy for WCYHA that will cover rink boards, ice logos and naming rights
      - b. Ice Bears and Bombers will be included
      - c. Should have within next week or so
- c. KMIC General Manager -- Rink Updates (Craig)
  - i. Exterior windows are done (prepped/painted/caulked)
  - ii. Upper entrance landscaping prepped for Brinkman
  - iii. Thank you Regan McCormack for lining up donation of a pressure washer
  - iv. Cracked weld on repaired
  - v. Banner up, rink speaker repaired, filters changed and pucks from ceiling removed with lift
  - vi. A/C Unit for Multi-Purpose room replaced 7/22

- vii. Eisstock article in RIMK magazine
- viii. Thank you to Dan Carmichael for donation of grass seed
- ix. Blood Drive at KMIC on 7/23
  - x. Work weekends 27<sup>th</sup> and 28<sup>th</sup> 9 to noon. Need 6 volunteers
- xi. Chillin' for a Chiller-Thank you to Bombers and Ice Bears for helping with event. 120 people in attendance
- xii. Floor is cleaned. Final cleaning this week
- xiii. Ordering paint for ice and setting DIBS this week
- xiv. Pro Ambitions check/contract arrived 7/22
- xv. ZAM is in pieces and under repair. About \$3000 in maintenance/parts
- d. Coaching Director – Update and Report (Eddie)
  - i. Russ Wanta new Ice Bears coach
  - ii. Coaching applications are due 8/15
  - iii. Training camp prior to tryouts 9/3-15 on and office ice activities
    - 1. Off ice portion will run 30 to 45 minutes
    - 2. Open hockey on weekends will be available
  - iv. Tryouts September 16-19 (Squirt and PeeWee)
  - v. 13-14 practice schedule is complete
  - vi. Numbers of skaters growing
    - 1. 148 players as of 7/22
      - a. Potentially a few more coming in from registration nights
    - 2. 45 ADM
    - 3. 44 Squirts
    - 4. 42 PeeWee
    - 5. 18 Bantam
- e. Other Director/Coordinator updates
  - i. Zamboni Coordinator-Ryan
    - 1. Repairs going on
    - 2. DIBS getting entered for “ice in”
    - 3. ZERO Class on 8/15. Craig and Ryan attending
    - 4. 4 new drivers for 2013-14. New driver orientation needs to be scheduled
    - 5. Can outside WCYHA drivers be used (i.e., KMFSC drivers)? Yes
  - ii. Referee Coordinator-Paul M.
    - 1. Info sent out to referees for seminars
    - 2. Minimum age for referees is 12 years old
    - 3. Closest ref seminar is at Arrowhead on 9/24
    - 4. 80% done with referees website
    - 5. All referees will have own ID's for site
  - iii. Tournament Director-Jeremy
    - 1. Tournament dates being submitted to WAHA for promotion
    - 2. Hampton Inn and Country Inn and Suites will no longer provide \$\$\$ for room nights
    - 3. Looking for jersey sponsors for ADM teams (\$1000 per sponsor. Looking for 4 sponsors)
    - 4. Deb McClarren registrar?
    - 5. Hockey Haven using new vendor. New online option being set up for spirit wear

## V. Old Business

- a. Rick Solomon Case
  - i. Doug Pickett received an email from DA. Needs to be explained
- b. USA Hockey Insurance claim update
  - i. Ongoing back and forth. Doug Pickett needs to answer additional questions

- c. Ice Bears past due balances update
  - i. Plan to get \$15k paid back
    - 1. Camps?
    - 2. Utilize Russ Wanta in new head coach position to assist

VI. New Business

- a. SafeSport Coordinator
  - i. Board needs to determine who will be in this needed position
  - ii. Potentially utilize Manager of Managers?
  - iii. Craig has expressed interest
  - iv. Need to determine if its needs to be voted on position or appointment
  - v. Needs to be in place by beginning of season
- b. Maintenance Coordinator position opening
  - i. Brian Doran and family moving to the UP
  - ii. Submit letter of interest and resume to Doug Pickett by 7/26 for consideration
- c. Background Checks
  - i. New board members and managers will need to have background checks completed
  - ii. Once managers are set, this will be done all at once

VII. Open Forum

- a. Gutter Status
  - i. Tom Postulka's brother in law walked the roof on 7/22
  - ii. Tom awaiting plan cost
    - 1. Work in exchange for rink board
- b. Lawn
  - i. Please keep John Schairer in the loop on lawn status
    - 1. He will assist to secure equipment needed
- c. Parking Lot
  - i. Craig looking at patch options rather than budgeted drain fix
  - ii. Craig to provide options and suggested direction
- d. Letter of Credit
  - i. The \$50k Letter of Credit payment that was made took all year to accrue

VIII. Meeting Adjourned at 8:04pm

**Meeting Minutes submitted by Dave Coughlin, Secretary**