**Park Rapids Amateur Hockey Association**

**Board Meeting MINUTES**

**July 22nd, 2013**

1. **Call to Order:**  By: Frank Time: 6:08 pm

**Board members present are bolded:**

* Krista Hesby, Past President – unable to attend
* **Frank Stuemke, President**
* **Lance Crandall, Vice President**
* **Norita Smith, Treasurer**
* **Tricia Crandall, Secretary**
* **John Hoscheid**
* **Clayton Hoyt**
* **Jed Nordin**
* **Neil Powers**
* **Patty Larson**
* Doug Hafner – unable to attend

Kevin Lund – guest as open board meeting attendant.

1. **Agenda Approval**: Neil/John/Passed
   1. Add fundraising revamp to new business
2. **Approval of regular Secretary’s Minutes: Patty/Neil/Passed**
   1. Correct Jed’s spelling of last name for future meetings (no “e”on end)
3. **Directors reports:**
   1. Executive – Frank
      1. Golf Tournament is a go on July 26th – Clayton will report.
   2. Treasurer/Scholarship – Norita/Diane
      1. Reminder that families apply for scholarships at registration; further info on website.
   3. Facilities Management – Neil P. – no updates.
   4. Staffing – John H.
      1. Rink Manager Position – John discussed draft of next season proposed changes and repairs and job descriptions and interview qualifications. (handout)
      2. Started with what we currently had and revamped with what other associations have as well.
      3. Rink manager complete proposed changes or repairs needed prior to upcoming year.
      4. Added scheduling to job description, inventory of arena equipment and supplies and not limited to duty examples.
      5. Pay based from Executive Committee
      6. Side and back doors must have alarms kept on so no exiting outside through locker rooms; emergency use only.
      7. Questions or additions from board:
         1. Combustible item discussion (OSHA rule), need to ensure using special containers to be compliant; such as gas cans for Zamboni.
         2. Expenditures – dollar amount threshold and approval. John vs. board. Separate thresholds so John can approve.
            1. Motion by Frank to approve spending limit of $200 charge at local charge accounts; otherwise $500 approval from Staffing director or facilities director.
         3. Discussed adding recycling of cans.
         4. Initiating of the Hiring process – staffing director brings to board for approval from PRAHA board
         5. Review of Rink Manager annually and they bring their ideas for next season.
         6. Adding of cooperation with cleaning of concessions.
         7. Board meetings – attend or report at least 1 meeting once per month vs. mandatory to be standing board member.
      8. John will make changes and email to board; board then has 24 hours to respond to John with additional changes.
      9. John will then meet with Ed with updated job description.
      10. Diane sent John info on a class for air quality – he will review to determine if mandatory.
      11. Food handler license – needed for concessions unless we eliminate taco in a bag or other items. Tricia researching this area.
   5. Administrative – Jed N.
      1. Coaching decisions final? John responded that most coaches accepted position and ok being there. Jed discussed that having coaches established; and could we send emails to coaches to look at tournaments for upcoming season?
         1. John will send email to all the coaches that they can begin looking at tournaments.
   6. Capital – Clayton H.
      1. Golf Tournament – set to go for Friday July 26th. He has 14 hole sponsors; room for at least 4 more. Volunteers still needed for tournament as of yet.
      2. *Beginning* stages of looking at Fundraiser kick off for the season – Hairball; 80’s tribute band. Other hockey associations using them for fundraising.
      3. 2 options: Contingent upon obtaining liquor license with Henrietta Township. As charitable association we can get a 1 day liquor pass. Clayton will pursue this.
         1. $22,000 guarantee and then everything in pocket.
            1. Is this paid upfront? Clayton will find out.
         2. $12,000 guarantee, they get first $3,000 of gate, we get second $3,000 and then its 70/30 split, we get 30%.
         3. Venue- outside or inside.
         4. Gate- recommended $15 in advance, $20 on day of show
         5. Others that used them profited from 10,000-40,000
         6. Discussed looking at 1st Saturday in October at Jokela auction or fair grounds.
         7. PRAHA expenses: Advertising, security, concessions, stage, insurance etc. Clayton will get further details and report that back to the board via email.
         8. Ways to reduce fee is to sell sponsorships.
      4. Board requests more information and if need to pay upfront and if can book sooner.
      5. Clayton will find out information and send to board via email as next board meeting is 3 weeks out. Clayton will also look at other options if Hairball doesn’t work out.
      6. Clayton will set up a sub-committee if board approved.
   7. Hockey Development – Doug/John H.
      1. No meeting this month. Working coaching evaluations for upcoming season. John will email coaches to summarize where they all are at and setting up tournaments for upcoming season.
      2. Squirts and mites – Kevin reported that dry land will be on Wednesdays 6:00 – 7:30 pm beginning August 7th until ice comes in October 5th.
      3. Goalie dryland – John
      4. PW and Bantams – Tues and Thursdays 5:00 on track and then to arena for ½ hour to shoot.
   8. Hockey Outreach – Patty
      1. Fair went well. Busy at booth.
      2. Registration on September 11th from 5 to 8pm. Can set up second registration if necessary.
      3. New Business: Registration and fundraising meeting – Diane/Patty/Norita
         1. Met due to discuss registration and parameters. Went into fundraising area and mandatory dollar amounts.
         2. Requested revising fundraising area. (handout)
         3. Board recommended leaving this area as is right now and see what happens with other fundraising opportunities. Mandatory fundraising fee will stay as last season.
         4. Example of what funds are used for would be helpful for parents; especially new parents to the association – Patty and Norita will put together a simple hand out for at registration or initial parent meeting.
4. **Old Business**:
   1. Walker Bantams and discussion from last meeting
      1. John spoke to Pete from Walker.
      2. Reciprocation of PR bringing our kids over there if we are short is not an expectation for Walker.
      3. Walker would like a decision by August 1st so both teams can relay to parents and kids.
      4. Discussed that Bantam parents need to know specifics before making decision of pairing Walker and PR Bantams this year.
      5. Layout specifics and ask for input – hold association or Bantam meeting next week. Email comes from Frank. Send email out by Wed to schedule meeting.
      6. John will find out game splits whether there are 1 or 2 Bantam teams Tues.
      7. **Association Meeting – Monday July 29th at 6:00pm** 
         1. Tricia will notify Deb King and Patty will work with Frank on email to association.
   2. Blue Line Club Discussion – sub committee
      1. Sub-committee met and discussed list of concerns with moving forward with the Blue Line Club. Lance will email John Schumacher to relay board’s recommendation.
      2. **Motion by Neil that PRAHA does not recommend Blue Line Club and that it would be financially detrimental to the association; seconded by Patty, motion passed. No oppositions.**
   3. Pewee level of play – any updates?
      1. Discussed girl’s numbers if there is not a 12 u team and recommended to vote on this tonight regardless so that tournaments and games can be scheduled.
      2. **Voting as follows – Motion to Play PeeWee A Hockey this upcoming season by: John, seconded by: Jed, motion passed;** 2 abstained vote: Norita & Patty
   4. Arena Keys – Lance
      1. Talked to Brad Smith and will bring his Dad through to get quote. Brad and Mike willing to work on some of the labor. Patty stated they will get volunteer hours. Kevin will help on that as well.
      2. Locker room doors – replace doors before replace locks.
      3. Lance will start spreadsheet of who gets masters and who gets keys. Will then send it out to the board.
5. **New Business:**
   1. **Addition:** Add fundraising revamp for new business – put under Hockey Outreach with Patty.
6. Next Meeting date is **Monday August 12th** inBoard Room, second floor. Annual Meeting Following

\*Meetings are scheduled for every 2nd and 4th Monday of the month unless otherwise noted.

1. **Adjournment**: Patty/Norita/motion passed TIME: 8:51pm