**Park Rapids Amateur Hockey Association**

**Board Meeting Minutes**

**September 9th, 2013**

1. **Call to Order:**  By: Frank Time: 6:05 pm

**Board Members Present are bolded:**

1. Krista Hesby, Past President

**2. Frank Stuemke, President**

3. Lance Crandall, Vice President

**4. Norita Smith, Treasurer**

**5. Tricia Crandall, Secretary**

**6. Clayton Hoyt**

**7. Patty Larson**

**9. John Hoscheid**

**10. Jed Nordin**

11. Neil Powers

**12. Diane Johnson –** attended for treasurers report

**John Schumacher attended as guest for his discussion items.**

**PeeWee Parent attended meeting.**

1. **Agenda Approval**: Norita/Jed/passed
2. **Approval of Secretary’s Minutes:** Motion with corrections by Norita/Patty/passed
   1. Correction by John in clarifying that it is an evaluation guideline.
3. **Treasurer’s reports:** Jed/John/passed
   1. Concession suppliers
      1. Frank received a call on someone who would lease concessions and run it.
      2. Some board discussed pros and cons on if this would be the best interest of our association or to run it internally with a manager or volunteers. Tabled to next meeting.
      3. Tricia volunteered to manage concessions if someone could help work to help keep doors open more often.
      4. Locked into Nei bottling contract until 2016. NLV is partnered with NEI so can partner with Nei for candy and concessions.
   2. MN Wild Ad – was put under public relations.
4. **Gaming report:** Norita/John/passed
   1. Shai reported to the board.
   2. Cash gaming larger expense than normal due to lower payouts.
   3. E-tabs staying consistent.
   4. Frank received letter from state of MN giving Shai permission to write checks from gaming fund to general fund.
   5. Possibly a new site for pull tabs.
   6. Pull tab box retention – need to keep for 3 years and have since 2006 as of yet. They need to be burned or wet. In a storage unit.
5. **Old Business**:
   1. John Schumacher attended meeting.
      1. Thank you to the board for the consideration for the Blue Line Club as a funding option and appreciated the time the board put into this possibility. Discussed how it would hope to benefit recruitment and retainment of youth program.
      2. Discuss of why blue line club was for this club to be the fiscal agent to give the board more time to dedicate to recruitment and retainment.
      3. Athletic Director/Head Coach Involvement: If there are concerns from parents or board that involve the high school program to involve John Schumacher. Many times he has not been involved and should have been. One example was the Jerseys. Lance Crandall was the only person who called John directly about; in which he appreciated that communication. Concerns should not get to the superintendent before AD or Head Coach if at all possible.
         * Encourages our Board to come to Pete or John with questions, concerns with high school program, games, practices or management of the program. Initiates the chain of command of the PRAHA as the fiscal association and the management stays with John and. This applies to the boys and girls programs. Good lines of communications and parameters.
      4. With this discussion; who is the board member as representative for high school program? Currently it is our executive committee and John requested one person for him to contact if concerns, questions etc. Board discussed having the Hockey Board VP as high school liaison since he/she will be on board 2 additional years.
         * **Motion by Norita to have VP as liaison to be the main contact with high school program and seconded by Clayton and passed. This will be Lance Crandall at this time.**
      5. Hockey schedule with practices and game times – very nice layout. This was Ed that put this together and John thought that was a good tool.
      6. 3 new managers for the high school programs – Manager meeting on October 4th with Patty – she will include those 3 new managers.
      7. PREAF passes only to get free pass into a game. John recommended promoting this on the door.
         * If volunteering for varsity game then free to get into game.
         * Managers need to communicate this to the teams/parents to review who is doing the volunteering for the varsity games so they know who is able to get in free.
         * Wendy can go over ticket sales and training. Patty will go over this at manager meeting and that there is one dedicated person to help with ticket sales.
      8. High School contract will be available at next meeting as it is in the process.
      9. High School Salaries – reducing one coaching fee.
      10. Anonymous donations – John will ask Mr. Bagstad if there have been any.
   2. Rink Manager – Ed accepted position.
      1. Stressed that coaches and team managers need to contact him to schedule ice time and games.
      2. Off Season building rentals – if have assistant manager it would assist in this area. Have one person designated as that due to the fact that Ed has a summer business. This contact would then come to the board.
      3. Skate Sharpening – discussed having one person to take care of that. Stressed having one person in charge of it so there’s someone in the building at all times to sharpen skates. This person would ensure that. Ed agreed to that.
      4. Schedule – discussed practice schedules. Discussed getting ice rentals or a mens league.
      5. October 10th – dept of health air quality – must have someone certified in the building. This is a 2 hour training. Reimburse Ed mileage and pay the fee; John will discuss this with Ed. Also ask Ed about Air testing equipment and if purchased new or if needed.
      6. March open ice – figure skaters had a later program and open ice not utilized. Recommend figure skaters to have their show earlier.
      7. Scheduling – he is doing some scheduling at home so will keep track of his hours.
      8. Assistant Manager – take over when Manager unavailable and during summer. Need to finalize how to designate this and pay. Discussed them working afternoon and evenings (2-10pm) vs here 8am to 4pm. This may reduce the need of only 3 workers vs. 4.
         * Varsity games – is it mandatory to have a manager at every game? High school AD had requested this in the past. Would the assistant manager qualify for this?
   3. Varsity Fundraising Requirements – neil not at meeting passed.
   4. Web Advertising Bills
      1. Tabled
   5. Hockey pictures – any updates?
      1. Caulfield and Maxwell -
      2. Shot/Save 10,000 – John will get their pictures done.
   6. Food and Beverage License
      1. Onsite every time concessions open. What if we have the food that needs license only during times manager here? What if we contact the person who wanted to lease to be hired as part time person?
      2. Frank will request that person to attend next meeting.
   7. Robert’s rules –include board member names to votes? Is this a board decision or Robert’s rule?

* Names of directors and responses are to be included with minutes. This is an example not a law.
* Our bi-laws state we follow Roberts rules.
* Research further for next meeting.

1. **New Business:**
   1. Board Vacancy – Doug resigned board position.
      1. 2 interested party’s – Kevin Lund and Steve Olson.
      2. Board votes this position to fill Dougs’s position.
      3. Vote to fill empty position and separate vote on the HDC director position.
      4. John nominates Kevin Lund, Clayton second
         * Voting 4 to 2 in favor of Kevin Lund
         * Opposed by 2
      5. Patty nominates Steve Olson and Norita second.
   2. Concessions Manager – continue to next meeting as old business.
   3. Hockey apparel/clothing
      1. Rambo did this with other sports in PR. Clayton and Jed will contact Rambo.
      2. We need one place to turn to.
      3. Need something by October 14th Manager meeting.
      4. Have a decision next meeting.
   4. Sign Sponsorships
      1. Frank Discussed with Steve Hall and John will discuss with Pete & Gary - varsity kids getting a list and go out and thank businesses and give them their annual bill as well. Build good report with the kids and businesses!
      2. Pete Mchperson has banners of accomplishments to put in building on the wire above ice. Frank will talk to Ed about getting a lift to get wire down and those new banners put up.
   5. Manager Communication
      1. Communication to all parents. If basic communication is email and some parents don’t do emails then they need to make phone calls. Patty will communicate this at parent meetings.
      2. Varsity volunteer scheduling
         * Patty is willing to take this on and Norita will help as well.
   6. Registration – Wed from 5 to 8 pm.
   7. Pee-Wee discussion/question – playing A hockey. Had a parent come to the meeting to discuss.
      1. Discount due to not playing as many games??
      2. John discussed having scheduler schedule district games and then schedule other games in other districts as well to get more games.
      3. Need more involvement with parent coordinator to get more games scheduled.
      4. This decision was an HDC recommendation and board made because there are 12 second year PeeWee players and setting this team up for development and success.
      5. Is there a minimum number of games? We do know that there are 35 max games.
      6. There is a district meeting at end of September so at that point we will know how many other A teams are out there.

1. Next Meeting date is **­­­­­­­­­­­­­­­­­­­September 23rd, 2013** at 6:00pm Board Room, second floor.

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

1. **Adjournment**: Jed/Norita/passed TIME:8:12 pm