

Northern Lakes Youth Hockey Association Board of Directors Meeting Minutes

Date: May 21, 2014
Time: 6:30 pm
Location: Lucky's Tavern, Pequot Lakes

Board members present:

Brandon Andersen	Robb Fritz	Brent Nybakken
Mike Paulbeck	Craig Larson	Vic Peterson
Kristi Duff	Erik Lee	Wendy Przybylski
Maurice Slepica		

Jill Haugene – arrived for closed session
Chuck Deutsch – arrived for closed session

Mike called the meeting to order.

Erik made a motion to approve the April 16 meeting minutes. Robb seconded; unanimous aye's approved and motion passed.

Open Session:

1. Executive Committee Report (Mike)

- a. Mike stated that the executive committee has decided to meet one week prior to each week's board of directors meeting so that they can go thru the items and come up with an agenda to put in front of the board. They are hoping that this helps streamline the board meetings. If any board members have items to add to the executive committee meetings, please submit them to Mike.
- b. Mike also mentioned that Jim Vanek with the Minnesota Wild has contacted him. He said that the MN Wild won't be making a stop in Brainerd this year on their road tour, but want to partner with NLYHA for 2014. Mike has been in touch with the ice arena to work out the details. The stop will be June 24th. We will discuss this further at our next board meeting if it is approved – then move forward on such things as an outdoor

tent, hotdog sales, etc.

2. Director of Hockey Operations Update (Craig)

- a. Craig discussed ideas and items from the last District 15 meeting that he attended.
 - i. One idea from USA Hockey was to incorporate our “Let’s Try Hockey” flyers at Halloween and Valentine’s Day. Brandon said we already do that.
 - ii. Craig passed out papers containing the district tournaments and key dates. He said that the minutes from the last meeting aren’t yet posted to the website.
 - iii. Regional tournament locations and dates are determined and posted to the website
 - iv. Bantam games will now be 17 minutes and not 15 as in the past. This is new for 2014. They also discussed having 2 referees instead of 3 in each game.
 - v. He said that USA Hockey has posted MN Hockey fundraiser ideas on their website – we may want to look into some of them as an association.
- b. Craig said that Breezy Point Ice Arena has posted their dates/time for their summer camps, as well as breakfast club and dinner club. Breakfast club is going to be for the older players, and dinner club will be for the younger players.
- c. Craig is going to post an application for coaches to apply for the 2014-2015 season. The applications will run from June – August. He will then interview coaches applying for positions.
- d. Craig said that the CEP dates/locations are up on the website and anyone interested in coaching should look into them.
- e. We briefly discussed the new 40” stripe for boarding around the rink. Maurice said that he had heard of the rule, but didn’t know if our district or USA Hockey was making it mandatory yet. Craig is going to look into it.

3. SafeSport Report (Vic)

- a. Vic said that after investigating SafeSport he has found it to be a very comprehensive program. He said that there is a lot more that we have to “legally” implement for the 2014-2015 season. The last season had a lot of items in the grey area as to what was to be done. This year coaches, managers, parents, the entire board, etc. has to get certified.

- b. Vic is going to look into it further and put together a task list for this season. And also investigate if we need to hire a vendor to do background checks.
- c. The board discussed the new SafeSport rules and everyone approved that we need to support it to the fullest.

4. Equipment Director Report (Robb)

- a. Robb has a key to the Breezy Point ice arena equipment room, and will get a key from Maurice for the Hallett equipment room. He will take an inventory of what equipment we have and what we still need to order.
- b. Letterman's will be used for ordering jackets, warm ups, etc. this year. We want everyone to look the same from youth all the way through high school. Craig is going to work with the board to help in ordering jerseys so that we all can be uniform. This year will work on Bantams thru Mites, and Craig will talk about the high school uniforms – he said he uses Tuff Jerseys, but is willing to partner with NLYHA and Lettermans in order to build the consistency the board is looking for.
- c. Hockey socks will definitely need to be ordered. It was mentioned by a few that the ones turned in were worn out.

5. Gambling Committee Report (Wendy)

- a. Wendy passed around the blue binder that she shared with everyone at the table. It is mandatory that this binder and gambling financial information be shared with all board members at each meeting.
- b. Wendy provided status update on sites, on leads that she has received and also on new business. She is following up on several leads and will discuss at the next meeting.
- c. Discussed changes that she has made. She eliminated 2- \$1200 salaried positions which will be replaced with auditors being paid @ \$6/box and an end of month inventory coordinator which is one day per month (cannot be done by gambling manager) rate of pay TBD. Also, CPA monthly bill will decrease approx. \$200 due to WEndy doing the data entry into our software program called "Charitable Gambling Made Easy" rather than the CPA.
- d. Wendy handed out examples of a negative net box and positive net box for pull tab audit sheets. She also went

through the current finances for the pull tab boxes in each location and expressed some concern for several.

- e. Wendy asked for \$1500 for a pull tab counting machine and all approved the request.
- f. Brandon made a motion to approve the finances; Robb seconded; unanimous aye's approved and motion passed.
- g. Brandon made a motion for the Northern Lakes Youth Hockey Association to remove Luke Spajl and Missy Best as signers from our bank accounts and to add Mike Paulbeck, Wendy Przybylski and Robb Fritz as signers; Erik seconded; unanimous aye's approved and motion passed. Robb Fritz abstained from voting.

6. Finance Report (Brandon)

- a. Brandon provided a Profit & Loss Prev Year Comparison sheet with a tentative 2014-2015 association budget – for discussion only for us to review as a board. We are looking at a loss of players and a loss of revenue for the next season. We need to make some decisions.
- b. Brandon said that we were notified that the CIA didn't file their 2012 tax return prior to the association merger. This didn't get filed on time this year, so we have to pay a \$100 fine. The return has now been filed. Brandon made a motion for the association to pay the \$100 fine; Robb seconded; unanimous aye's approved and motion passed.

7. Registrar and Scheduler Discussion (Mike)

- a. **Registrar:** Discussed getting in touch with Sheri Moe to find out what all is involved with registration. We think that having a "main" registration person for the entire association with a possible point person for the East Side Mites may be most effective. However, this will be left up to the registrar to design. Mites are the most important to offer assistance with the registration process because they are all mostly new to the sport. Several names were suggested, and it was determined that Robb would reach out to Kari Casanova to start. She was recommended by 4 members of the board. Once a "main" registrar person is determined, we will let that person determine their operating structure.
- b. **Scheduler:** Last month we created a job description for the

ice/bus scheduler position. At that meeting, Chris Boelter expressed interest in the position. We discussed adding the tournament scheduling to this position as well. The position pay was \$4,000 last year for the ice/bus scheduling. Chris came back with a counter-offer to include tournament scheduling – he said \$8,000 (which was \$4,000 for ice/bus, and \$300 per team for tournament scheduling). After a long discussion, it was determined that we would schedule a meeting with Chris to get more information prior to making any further decisions. Vic made a motion to meet with Chris Boelter so he could explain his counter offer; Brandon seconded; unanimous aye’s approved and motion passed.

- c. Since this meeting – Chuck has expressed interest in continuing to schedule tournaments for a fee of \$2,000.

8. Training Facility Update (Erik)

- a. Jill talked with Bill Doerr about getting an architecture drawing done of the facility. The estimate was \$1,500. Jill wasn’t present at the meeting – so we decided to table the discussion until we have more information.

9. Hairball Update (Kristi)

- a. After getting the response that the Breezy Point Resort was not going to participate in any way with Hairball as previously mentioned by arena management, Kristi said that it was her opinion that we not host the event. It was with the help of the resort providing their liquor license and staff that was going to help with the event. Maurice suggested that we reach out to local restaurants, and Brandon also said that.
- b. Kristi (with the help of Brent and Maurice) will reach out to Billy’s, Mauceri’s and Timber Mist and report back at the next meeting. She will also discuss this with Barb.

10. Action Item List

- a. Reviewed list; updated and assigned due dates.

Mike dismissed the attendees that are not voting board members so we could hold the closed session portion of the meeting. Topic of the closed session was scheduled and limited to DOHO contract renewal.

Closed Session:

1. We discussed the DOHO current position, person and contract renewal process. Erik made a motion to retain the position subject to evaluation of the contract, position and pay. Maurice seconded; unanimous aye's approved and motion passed.

The next meeting will be held Wednesday, June 18 at Pestello's in Pequot Lakes at 6:30 pm. Erik made a motion to adjourn and Robb seconded; motion passed. Meeting adjourned.