

## Meeting Minutes July 20, 2014

Board Attendees: Stacy Hollfelter, Alison Veldkamp, Lisa Wendler, Jen Kurtz, Betsy McCrary, Karen Wellling, Gary Brendemuehl, Misi Watters, Luanne Kostelic, Absent: Jason Ledford

Audience Attendees: Nate Rosin, Kellie Feiler, Brenda Egli

Called meeting to order at 6:05 PM

1. Public comments: none
2. Ecomm Reports:
  - a. Secretary Report: Lisa Wendler, nothing to report
  - b. Treasurer Report: Gary Brendemuehl, sent out financial reports and bank account statement balances. Of significant concern is the maturity and renewal of the SPYHA pledge loan. The current pledge loan will mature on August 1. At that time, the Bank expects that 90% of all member pledges due between October 1, 2013 and July 1, 2014 will be paid (any amounts not paid must be covered by SPYHA). Currently, there are \$16,864.11 in unpaid pledges, of which SPYHA must cover 90% from its general operating account (\$15,177.70). While the pledge loan was reduced this year, it is absolutely essential SPYHA member families follow through with their commitments to the new rink. Hoping to send out pledge statements for outstanding balances.

Betsy commented that past due balances from outstanding pledges are being carried by SPYHA when payments for the pledge loan etc. are due.

- c. President Elect: Betsy McCrary: nothing to report that is not on the agenda
- d. Past President: Jen Kurtz: yearly review of agreement between SPYHA and SP Ice Inc. Document will be placed on the website. Some points of discussion Jen highlighted were the fact that even though we have contracted "priority ice scheduling", the rink needs to keep generating income to keep operating, and events like My Hockey Tournaments are critical to the rink being successful. The requirement for 500 hours of volunteer time owed to SP Ice are almost complete already for this hockey season. The point of the discussion is that while we need to be flexible on our end, while maintaining the important points of the contract to the best extent possible for the good of SPYHA, many areas are in gray areas. If any changes were to be made to the current agreement between the two parties, it would need to be agreed to on both sides and approved by the SPYHA board.

Jen also reported that the SPYHA office will be moving to the current skating director office. This will allow the current office to be added to the meeting room to be used as a pro shop which is currently in negotiation.

Misi asked about the utilities cost per month for the concessions stand. Betsy indicated that the electric company does not do a reading every month, Larry is supposed to be keeping track of monthly amounts in order to true up the billing as we go along. Betsy

also indicated that we have managed some of the equipment in concessions in the offseason to minimize the cost.

e) President: Karen Welling – thank yous to Jen for her year as president as well as Dave who completed his time on the SPYHA board, and all their hours of service. Thanks to last years' board and welcome to new board members! Finally, GIGANTIC thank you to Chuck for his work so far on the schedule (over 100 hours) as well as his willingness to get officials scheduled, etc. during his "retirement".

Expectation of the board: Turn off phone ringers, let people know about absences, respect each other, we will have differences of opinion, don't talk over each other, respect the audience. The official order of discussion is: board, public, back to board and going to vote. Closed sessions require you to turn off your cell phone completely.

### 3. Committee Reports

- a. Volunteer Committee: nothing to report. Betsy indicated that DIBS is up to date, all concession hours have been taken since there are not as many during the off season. Jen emphasized that you need to register EVERY YEAR for DIBS in order to see and sign up for hours. There have been many suggestions about when to have concessions open, we are making decisions on that based on our assumed availability of volunteers and the profitability of the time to open. We are most likely not going to be paying staff to work concessions during the offseason unless an event makes that necessary.
- b. Annual Fundraising Committee: Nate Rosin and Gary have investigated alternative options to the fundraising cards. The committee is recommending doing a calendar raffle, since families on the survey indicated that they want something they can sell. Even though no one likes to do the selling, it is necessary since this budget item is approximately \$28,000 every year. Nate and Gary are going to design and coordinate the cards and work with the state to obtain the necessary approvals. Recommendation is that families sell 12 calendar raffle cards for \$20 each, which is the same as last year for a total of \$240 per family. ADM families will sell 6 cards for a total of \$120. Recommendation is that we do a 13 week calendar from Dec. 1 to March 1. We want to keep the prize money below the tax reporting threshold required by the IRS and state. Gary would like to have the drawing managed by an independent third party and the money has to be awarded the day of the drawing. We will still consider looking at the option to do a tax deductible donation instead of the fundraising raffle next year, but we do not have the ability to consider that this year. In addition, Gary also looked into selling KwikTrip gas cards but they no longer do those, they only have car wash fundraising which does not sound as appealing to sell. Nate asked if all cards in the raffle have to be sold before the drawing starts, we will check but we do not think that is required. We will consider selling these out of the concession stand. Misi asked about the cost of printing and prizes, which would be substituted for the \$7500 we paid last year to the fundraising card vendor.
- c. Communications Committee: website cleanup is in progress.

- d. ACE Directors: Aaron White was approved as the head ACE director for SPYHA for the 2014 – 2015 season. Suzanne Doody is going to be the ADM ACE director. Ecomm is meeting with them in a week to get things started for the year and to review the survey results in detail. Chris Finkler has also already met with them to transfer information for evaluations, etc. Karen has asked for Aaron to send an email to gauge interest in coaching for the season. Jen mentioned that the varsity coaches are still willing to help the association and are allowed to help with PeeWee and below age levels. Misi asked about who finds evaluators – ACE directors will ask for volunteers and the board will approve evaluators.
- e. Region 4 meetings: they are off until August. Karen will send out a calendar and board members will get back to her to cover one meeting per year each.
- f. SpiritWear Update: Brenda Egli is going to take on Spirit Wear and warmups this year. She asked what vendors we would recommend. Both Elite and KollegeTown have been talked to by SP Ice and SPYHA in the past. It was recommended that the warmups be purchased through Mary at Suter's because of the quality, but other quotes could be helpful.

#### 4. Level Rep Reports

- a. ADM: no rep, nothing to report
- b. Squirt: Stacy nothing to report
- c. PeeWee: Alison, nothing to report
- d. Bantam: Misi, nothing to report
- e. HS2: Luanne: had a question if we formally withdraw from the WHSCL, we did not according to Betsy because we wanted to get the check they owed us first. We will inform them soon. Scheduling for HS2 happens in September. Some JV games have already been scheduled.
- f. Coaches Rep: Jason absent, nothing to report. (Note: Reviewed absentee policy: miss three consecutive or five total meetings and your board position will be revoked and your volunteer hours will not be fulfilled.)

#### 5. Old Business

- a. Capital Fundraising committee: this is really an SP Ice responsibility at this point, we will no longer have this as a committee or an action item.
- b. Schedule 2014 – 2015: Betsy reviewed the spreadsheet for costs that includes categories for fees we need to include in dues. These do not include playdown and state tournament fees, which will be determined after the game schedules and qualifying. They do include referee costs, registration fees, Cardinal Cup fees, practice ice time cost, etc. DC Diamonds will be participating with Squirts in the once a week 3 team skating practices, which will help with costs so that all teams get three practices almost every week, barring holidays, varsity game schedules, etc. PeeWee will be the only level that will do the early morning practices, which helps keep the cost down for three teams.

Other teams were not scheduled in early mornings due to age (Squirts) and due to late night practices that would have to be back to back with early mornings (Bantam). We reviewed in detail the administration cost estimates which previously have not been itemized to this level.

There was a discussion about the capital campaign account and the pledge loan and our responsibility to the contract. Right now the \$50 per skater required capital campaign donation goes into the capital campaign account. Each month, SPYHA must make a minimum payment to cover accrued interest and plan for future 90% paydown amounts. Right now we are going to add in \$2000 towards the pledge loan overall in the admin fees to try to get ahead of the pledge loan payments.

Luanne asked if all the tournament fees could be added to the dues payment, since it is a complaint from parents every year and it is hard for the team reps to collect. We decided to keep it out. Betsy had to leave at this point and we continued with her worksheet in her absence.

Fees estimate: Squirt \$1220, PeeWee \$1540, Bantam \$1315, HS2 \$1460. U8 \$550, U6 first session \$270, second session \$135.

Jen made a motion to open registration on Monday August 11 and close on 11:59PM Sunday September 7. Misi seconded. Discussion: late fees to apply at 12:00AM on September 8 of \$200. Jen amended motion to include \$100 registration fee credited to yearly dues payable the day of registration, and late fee to be \$200 in addition to regular \$100 registration, with only \$100 to be credited towards yearly dues amounts. Amended further to strike registration fee and substitute dues down payment. Discussion: HS2 players who make varsity will get credits back minus ice time fees, etc as determined by the board at that time. Motion passed unanimously.

Jen made a motion to approve fees as follows, pending resolution of the split squad game fees: Squirt \$1220, PeeWee \$1540, Bantam \$1315, HS2 \$1460. Misi seconded. Gary confirmed the numbers are correct for one game at 1.5 hours of ice time and referees, no further resolution required. Motion passed unanimously.

ADM: discussed splitting fees between session 1 and 2 for U6. We want everyone to pay the full new arena, scholarship and equipment fees, even if they only play one session. We will include jerseys, one to keep from last year (white) and one set of socks. Jen made a motion for ADM U6, skater's first session, to have a fee of \$270. ADM U6 skater's second session will be \$135. ADM U8 full season fee to be \$550. Discussion: registration will be clear that the session is PER SKATER, not "first session of the year, second session of the year". This means that the first time a skater signs up in U6, they will be charged for all required fees up front. Stacy seconded. Motion passed unanimously.

Post motion, we discussed how to structure the payment of ADM. Misi made a motion to collect a \$50 dues down payment for the ADM levels at registration. Alison seconded. Motion passed unanimously.

- c. ADM Equipment: we still need goalie equipment, and we have purchased 10 total hours of ice time for the U6 program to participate in the Dane County League this season. If this is in excess of the need those hours will be used for other ADM activities.
- d. U6 Dane Co. League: the season schedule includes 10 hours of ice time to cover the participation requirements for this league.
- e. Board meeting schedule: current board agrees that Sunday nights are the best for scheduling meetings. We will strike this from the agenda. Next meeting is August 17 at 6pm.
- f. Tournament selection: last year, most tournaments were picked by the board because we had to schedule ice carefully where we had ice time available. In years past before last year, the board has only picked one tournament per year for each team, since many popular tournaments are full by the time tryouts are done and teams are picked for parent input into tournament selection. We reviewed the current Cardinal Cup schedule. It was suggested to have Sue Culbertson, tournament director, email the list of Cardinal Cups to Steve to post on the website. It is suggested that the level directors on the board start researching possible tournaments with the open weekends available in each schedule. WAHA already has sanctioned tournaments listed on their website. It was noted that the My Hockey Tournaments dates look VERY similar to the Cardinal Cup listings on the WAHA site, something to consider as we promote the Cardinal Cups. Lisa will contact Sue to make sure she has enough information about the My Hockey Tournaments details in case she gets questions.

#### 6. New Business

- a. Directorship for SP Ice: Director 8 is a representative of SPYHA on the SP Ice board, and cannot have a child in SPYHA programming. Chuck Wilson has resigned this position. Jeff Thornton, currently Director 2, fits the criteria. Betsy proposed we move Dave Batterman to Director 2, who is an at large appointee of SPYHA (but can have a child in SPYHA programming) and Jeff to Director 8. Brian Nowicki could then fill Director 6 (at large).

Jen made a motion to move Jeff Thornton to Director 8, keep Brian Nowicki at Director 6 and move Dave Batterman to Director 2. Alison seconded. Luanne asked if this had already been approved with the individuals involved, which it has. Motion passed unanimously.

- b. Appointment of vacant SPYHA positions: U6 and U8 are currently vacant. No attendees at this meeting to appoint.
- c. Calendar Raffle approval: Jen made a motion to use the proposal from Gary and Nate on the calendar raffle as the expected fundraiser for 2014 – 2015, with their ability to incur reasonable expenditures for printing, licensing and other required costs. Travel families

to be required to sell 12 calendars at \$20 for a total of \$240, and ADM families to be required to sell 6 calendars at \$20 for a total of \$120. Gary seconded. Motion passed unanimously.

- d. Jerseys: Misi is organizing the jerseys. There are a number that need to be replaced. Her recommendation is that any C or A on a jersey needs to be something that is easily removable. There are approximately 15 to 17 that need replacing. Misi recommends replacing those to make sure numbers match a jersey in the opposite color. There are some XXL jerseys that are too big for any of our programs. The inventory of smaller sizes is a problem. Misi suggests we discuss the players buying the jerseys next time we replace them. Misi will email the current vendor (Tony Schied) to get an estimate for replacing 15 to 30 jerseys, and will check lead time for delivery.

Lisa made a motion to adjourn the meeting, and Luanne seconded. Motion passed unanimously, meeting adjourned at 10:04.

Post Meeting Email Discussion and Vote: the following actions were taken by email vote on August 5, 2014:

**Betsy made the following motion – “Be it resolved that SPYHA will borrow \$168,361.48 secured by assignment of pledges and other assets, as utilized for the construction of Sun Prairie Ice Arena.” Seconded by Stacy, passed with one abstention. Letter was sent to Bank of Sun Prairie and SP Ice board of directors informing them of the approval of the renewal of the pledge loan at the above amount. Signatures are required by the President (Karen) and Secretary (Lisa).**