**Park Rapids Amateur Hockey Association**

**Board Meeting Agenda**

**Sept 8th, 2014 - starting at 6:00pm**

1. **Call to Order:**  **By**: Lance Crandall **Time**:

Members Present:

**Lance Crandall, President**

**Norita Smith, Vice President**

**Kelli Johnson, Treasurer**

**Tricia Crandall, Secretary**

**Brent Hagen**

**Clayton Hoyt**

**Dion Pedersen**

1. **Agenda Approval**: Norita with additional items/Brent/Passed
   1. Added: Player movement request
   2. Added: Registration discussion for laptop and programs needed.
2. **Approval of Secretary’s Minutes:** Brent/Norita/Passed
3. **Election of newly voted board positions – special election 8/25/2014** 
   1. Vice President – Norita Smith
   2. Board member – Mark Carlstrom

*Motion by Dion to approve Vice President Norita and Board member Mark, second by Brent, motion passed unanimously.*

1. **Treasurer’s reports:**  Dion/Tricia/Passed
   1. Kelli reported to the board operation roundup is being taken care of by Clayton and communicating with Greg Sitz. ACTION: Lance will touch base with Clayton on if needed for equipment or upstairs lights. Cost of light fixtures for upstairs would be approximately $38 per light. These would be the new 120s. There are 50 upstairs lights plus locker rooms. Rebate money from other new lights has been received by Diane and last light billing has been paid. Final payment out of CNB light CD. ACTION: Lance will need to get key back from Randy. Randy does want to get a sign for advertising as well and Clayton will work with him on this.
   2. Lance reported that volunteer invoices in the mail for last year’s volunteer hours.
   3. Decals for rink – we do have what is needed from last year. Discussed having a miniature rink on large rink and we have that capability. ACTION: Dion will check with Ed on where to get these items. DL rink does have these as well. Needed before Ice.
   4. Job posting for rink manager bill – gave to Kelli.
2. **Gaming report:** Norita/Kelli/Passed
   1. Good month! Revenue just under $21,000 and expenses around 18,000. One site is short over $400; thus Shai will be auditing as didn’t show up in other boxes. Etabs down this month. Zorbas has talked about getting machines so reduce staffing labor. Shai looking into that pricing.
   2. No other questions for Shai.
3. **Old Business**:
   1. Rink Manager –
      1. Applicant Jeremy attended meeting to introduce himself. Played hockey in Cloque. Would love to learn how to run the building. Discussed having it open in the summer to host shows etc. Does have construction background and can help repair and build. Discussed scheduling and he is comfortable with computers and if someone trained him in scheduling he could learn how to do it and would be very willing to learn. Wants everyone happy and place presentable. Hours flexible. Lives in Nevis. Supervision – has supervised staff and night manager at restaurants and lead line cook in Walker. Comfortable with supervising. Can learn how to sharpen skates, drive Zamboni etc.
         * Questions from Jeremy – would like to know decision process before quitting other job. He is a surveillance technician. Loves hockey and wants to help us out!
         * 6 calls from Dion and 4 resumes.
         * Ed did say he will help train new manager.

**Subcommittee to assign Rink Manager –** Dion, Brent & Clayton will meet Wed at 6:30pm.

* Bring back all 4 interested parties for interviews and bring recommendation to board.
  1. **Registration and Registration Fees**
     1. Fees for 2014/2015 season.

**Motion by Brent to registration fees remain the same as last season along with each hockey family required to participate for fundraising items according to board’s discretion, second by Dion with motion passing unanimously.**

* *Discussed sell 1 book of 10 -$10 tickets (sell or buy), 4 spaghetti dinner tickets and 4 BSU tickets.*
* ACTION: Registration forms need to be updated and on the website.
* Registration is September 16th at rink.
  + 1. **Registration** – new registration gals doing registration have requested laptop for registration. Used only for registration.
       - Previously had purchased QuickBooks for registration. ACTION: Need to confirm if have a laptop for registration already. (Norita will talk to Patty and Tricia will look at minutes) Will also look at Ed’s old laptop for scheduling to see if it will work. Dion will see if he can find any refurbished laptops.
       - Deb King, Ed and Norita met to discuss scheduling and Deb said she would help with calendar until new manager in place. Norita brought out registration material and meeting with Patty this week.
       - Need 2 new laptops – one for scheduling and one for registration.
       - Dion will talk to Microtech and if they could sell us 2 for a better price. Needs Microsoft Office.
       - **Motion by Brent/second by Tricia to have Dion look into approve purchasing 1 computer up to $500 from Microtech for registration so we can get for next week. Motion passed unanimously.**
    2. **Calendar** (attached) – discussed registration and ice fees is spring discussion. Let membership know at annual meeting is what was previously done.
       - **Ice fees remain same.**
       - **Hockey Pictures -** Max Bailey formally asked for bidding process as would like to have opportunity to take PR hockey pictures.
       - **Referee Guidelines – ACTION** – touch base with Steve Olson. Brent will talk to him regarding number of referees and update.
       - **Scholarship criteria** – same criteria – no changes.
       - **Adult League/fees** – need to discuss the fees for that at next meeting.
       - **By Laws and Policy Handbook – made one change on Policy Handbook this summer. ACTION:** Tricia make sure updated on website.
    3. **Learn to Skate and rink rats need dates set. Registration for learn to skate is through community Ed. ACTION:** Lance will talk to Patty and Lance will call Clayton.
    4. **Brochures for open houses –** Frank was getting from Krista and Patty on this.
  1. **Bantam Coach** – Jared Naeve is certified to coach Bantams. He is definitely interested in coaching Bantams. He has until Dec 31st to update certs with online modules.
     1. **Motion by Clayton, second by Dion for Jared Naeve to head coach bantams**; motion passed unanimously.
  2. **HDC Director –** board position vacated by John H. Mark not interested at this time for HDC director. Mark will take spaghetti dinner as Chair. Eric Ravnaas volunteered to be the HDC Director. ACTION: Lance will talk to Eric as unable to be at tonight’s meeting.
  3. **ACE Coordinator –** recommended by district to have an ACE Coordinator by a non-board member. Dion and Norita knows alumni member that may be interested.

ACTION: Norita will check with him.

* 1. **Raffle –** 
     1. Will get banner for drawing, several local businesses working with Dion and Brent on prizes. $250 gift card for top seller and $100 for second. $12,325 costs (along with ticket and poster printing tickets) and goal to sell 2200 tickets.
     2. Drawing at spaghetti dinner and hold it earlier in the season. In discussion.

Mark willing to chair spaghetti dinner. Date for drawing will be varsity home game on **Thursday Dec 18th vs. Pequot Lakes at 7pm** and drawing after 2nd period and will get on tickets. ACTION: Get artwork to Tricia from Deb King and will print posters as well. Check if we can display guns/prizes at the rink.

1. **New Business:**
   1. **Rink Signs/Advertisements -** Steve Hall discussed with Lance that he is no longer interested in advertising and signs. Clayton is taking that over.Randy the electrician interested in sign.

**ACTION:** get electronic version of advertising material. Norita will contact Steve.

* 1. **Scheduling and ice-in date –** discussed scheduling earlier in meeting as Ed met with them**.**

**Ice-In before MEA -** by Monday October 13th. Clinics and captain practices will be following week starting October 20th (tentatively). ACTION: Lance will talk to Pete on the clinics and captain practices.

* 1. **Tournaments** (Eric R is tournament director) ACTION: June 9th meeting board discussed tournaments– coaches need to start setting tournaments to help with scheduling. PRAHA home tournaments scheduled but **need to set fees & make flyers and material to distribute and update website. (Tricia)**
     1. **PW B Tournament** – Dec 5 – 7th
     2. **Bantam** **Tournament** – Jan 16-18th
     3. **Squirts** **Tournaments** – Feb 7-8th
     4. **Bantam B District** – Feb 14th – 16th
  2. **Player movement request** – Hilluhka’s made formal written request for mite player Joshua to move up to squirts due to having kids on 2 teams vs. 3 teams. Birthday is 5/18/06.

ACTION: Lance will talk to Hilluhka’s. Tabled to next meeting.

* 1. **Website changes** – review board members listed, email addresses, contact information etc. ACTION: Tricia will update or talk to Deb King. Also – registration page is down on website.
  2. **Building needs**: Brent talked about doing work to building and having parents use volunteer hours to help make things better.
     1. Tank Filled in outside. **ACTION**: Frank was going to talk to Scott with city…needs to be done.

1. Next Meeting date is **September 22nd, 2014 at** 6:00pm Board Room, second floor.

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

1. **Adjournment**: Motion by Tricia/Kelli/Passed TIME: 8:47 pm