

Minutes from 1/21/15 Pine City Youth Hockey Meeting at Rush City VFW

19:03 President call to order -

Present: Bob Root, Paul Kirby, Jacob Sauter, Justin Jahnz, Bill Aagard, Brett Westbrook, Cody Youngbauer, Geoff Jordan, Angie Westbrook

Approval of last meeting minutes - tabled until next meeting (secretary absence)

Treasurer's report:

Actual financial approval tabled (paper copies left at office, will send via email later).

Email was sent (1/22/15) showing checking account balance of \$114,957.02.

Youth Hockey to retain membership in the Pine City Chamber of Commerce.

Discussion about purchase of goaltender equipment - Member Sauter would like a more concrete determination of benefits (camps vs equipment). Board agreed to solidify this summer during examination of by-laws.

Bill makes a motion (2nd Cody) to allow up to \$14,000.00 to pay December, 2014 ice bill. Motion carries

Concessions report:

There was another training night this evening.

Bill reports good cash flow, concessions is making money and has been fully staffed.

Motion by Brett (Cody 2nd) to purchase 2 computer packages: 1 for concessions and keeping track of inventory/sales tax, 1 for gambling. Motion carries. Bob and Jacob to coordinate purchases.

Gambling report:

Angie gave report indicating steady play. No issues. Happy to have a computer that works.

Board approves expenditures from December, approves projected expenses line by line (available for attachment) including LG1004 for both December and January.

Board discusses paying \$50.00 annually for Excel program with new computer purchase rather than the \$289.00 one-time program.

Motion by Bob (2nd Kirby) to accept gambling report. Motion carries.

Mite coordinator:

Jacob submitted a template for assessing the needs of the mite program. Involved coaches can express ideas on what works, what doesn't, what skill sets should be taught, game length, frequency, tournaments, etc.

Old business:

Zamboni - Civic Center has sent the City a proposal for purchase of the Olympia when the new Zamboni comes in. Discussion about maintenance of the outdoor rinks. Ice was bad for Berglund tournament. Some would like to return to model of youth hockey maintenance of boards, ice, etc.

Motion by Bob (2nd) to pay \$3000.00 to Civic Center for open hockey/skating (invoice). Berglund and Pine Pond hockey would like to reimburse youth hockey. Suggestion to advertise the sponsors so the community understands where the tournament proceeds are headed. Motion carries.

Credits for spouses of board members/coaches: tabled for next meeting

New business:

Banquet - attempt to move from armory to new auditorium on March 29th early afternoon. Discussed having refreshments after the banquet as no food/beverage allowed in new facility.

Meeting venues: discussion about bars/restaurants for official youth hockey business. Board agrees to rotate each month.

Late season ice usage: discussion about how to use the remainder of the ice until it is removed in late March.

Coaches game
Squirt tournament
Goalie clinics
Defense/Offense clinics
3v3 leagues.

Youth hockey sponsored clinics will be paid by youth hockey (not billed out). Leagues will be separately organized and self-funded.

Summer ice: Mites to go Sunday nights every other week (Forest Lake)
Squirts/Peewees together, Bantams/HS together (booster club organized)

Mite street hockey - combined with summer ice

Discussion about board elections - suggestion to have bios submitted 2 weeks prior to the banquet. Still take nominations from the floor but there will be no public speaking. Discussed finding a new ice scheduler - Mark Gallik out of youth hockey next year.

Motion Kirby adjourn (Brett 2nd). Motion carries 21:13

1.21.15 Gambling Report to the Board

1. Approval of DEC 2014 Actual Expenditures/Lawful Purpose Expenses (LG1004)- BOLD only (other already approved)
2. Approval of projected JAN 2015 Expenditures/Lawful Purpose Expenses (LG1004)
3. JAN 2015 Bank Reconciliation Report. Our checking account balance as of today is \$51,607.08
4. New owners took over old 5th Street bar, now called The Other Side of the Creek. I did put back the 25cent and \$1 game into play and am planning and putting in the other \$1 before month end as approved by the board.
5. 2 new machine dispensing games are now in play at Chubby's. They seem to be doing well.
6. Calendar raffle collections has closed and we have started our weekly prize drawings. We sold a total of \$17040.00 in calendars and of this, the general account had to cover/pay for \$580.00 of missing/late calendars & returned checks.
7. New year's day audit went very well. A huge thank you to Bill Aagaard, Lisa Hodena, and Paul and Michelle Kirby for their help! I am passing around the paperwork for the board to review and Justin to sign, and will mail this to MN Revenue tomorrow.
8. Gifts for VFW patrons were greatly appreciated. Thank you for letting us thank them for their loyal business.
9. Internal Controls: Jody West completed another internal controls audit / site inspection at Chucker's in December. I am passing around the LG853 form she completed when there for review. No violations were found.
10. Gambling computer needs updating. Current one was acquired in 2009 and ran out of all usable memory/space (could not update or work with it) last month. I managed to scrounge up a small amount of usable space by deleting as many unneeded files/programs as I could. I don't trust how much time is has left and am requesting the board's approval again for a new one.

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date JAN 20, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F <p style="text-align: center;">JAN 2015</p>	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence <input checked="" type="checkbox"/> Annual audit ANNUAL CERTIFIED YEAR END INVENTORY PAPERWORK ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses

Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Rent	For Dec, paid in Jan	4500.00		2640.80	
Payroll	For Jan, paid Feb 1st	3500.00		2921.19	
Triple Crown	New games/inventory for Jan	3500.00		1971.18	
Auto-Owners Insurance	Work comp insurance			269.00	
Central Gaming SVC	Machine Maintenance Feb			99.00	
Currie Pangerl	accounting services for Jan & year end tax, quarterly payroll tax, and year end w2s	1000.00		1010.38	
Harold's Meats	paddleticket prizes for Jan	3000.00		2800.00	
MN Dept of Revenue	gambling taxes for Dec, paid Jan 20th	4000.00		2793.00	
Internal Revenue Services	MN Withholding tax & MN Unemployment tax			366.00 & 239.00	
	Year end Federal Payroll tax			2308.80	
	4th Qtr Federal Unemployment tax			28.26	
cash	4P42198, 2E36329, 2M58639, 2351610, 4N64595, 2S50664, 2N51992, 5C28284, 4P42409	4000.00		3350.50	
Calendar raffle	prizes paid			950.00	
Angela Westbrook	Reimbursement for ink, paper & rubberbands			76.71	
Harland Clark Checks	deposit slips			51.73	

Pre-Approval: Lawful Purpose Expenditures

Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
Pine City Civic Center	December Ice	A7	13567.50	
Mora Civic Center	October Preseason Ice	A7		

This report was presented to the organization by the gambling manager or other organization member.

Signature, in ink:

Date: **JAN 20, 2015**

TREASURER'S REPORT 02/23/2015

BEGINNING CHECKBOOK BALANCE 01/21/2015 **\$114,957.02**

INCOME RECEIVED SINCE 01/21/2015

Ice Fees	\$1,358.80
Learn to Skate	\$40.00
Schwan's Bantam B1	\$103.95
Beau Berglund Fund	\$1,000.00
Wild Ticket Sales	\$980.00
<u>Total Income</u>	<u>\$3,482.75</u>

EXPENSES PAID SINCE 01/21/2015

Tournament Entry Fees	\$1,305.00
Lee's Pro Shop	\$1,047.97
District 10 - Second Half Ref. Fees & Tournament Fees	\$6,101.00
Chisago Lakes Arena	\$3,400.00
Skate	\$150.00
Dell	\$1,200.91
Pine City Area Chamber of Commerce	\$55.00
Referee Fees for Scrimmages	\$176.00
UMD Athletics	\$605.00
Mora Civic Center - October Ice	\$1,125.00
Return of Deposited Item	\$1,337.82
<u>TOTAL EXPENSES</u>	<u>\$16,503.70</u>

ENDING CHECKBOOK BALANCE 02/23/2015 **\$101,936.07**

Concessions **\$22,178.09**

Total Assets **\$124,114.06**

LG1004 Monthly Gambling Report to Members

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The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date Feb, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 Jan 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses

Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Rent	For JAN paid in FEB			\$2632.70	y
Payroll	For March paid April 1	\$3500		\$2859.85	y
Triple Crown	new games / inventory for March			\$2417.30	y
Currie Pangerl	accounting services for Feb	\$1000		\$817.62	y
MN Revenue	Feb gambling tax paid 3/20			\$5134	y
Raffle Calendar Prizes	paid in March			\$775	y
Harold Meats	paddleticket prizes for March	\$3000		\$2400	y
cash	loss games: 5k871477, 5L30255, 2598055, 4p42214.2W28012, 2x28868, 2J66769,	\$4000		\$3059	y

Pre-Approval: Lawful Purpose Expenditures

Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
Pine City Civic Center	Feb ice fees	A7	\$13,567.50	y

This report was presented to the organization by the gambling manager or other organization member.

Signature, in ink:

Date: Feb 23,2015

Pine City Youth Hockey

Meeting Minutes for February 23rd, 2015

Meeting started at 7:07pm at the PC American Legion

Members in attendance: Justin Jahnz (left early due to a fire call), Brett Westbrook, Lara Smetana, Bill Aagaard, Nick Rydberg, Cody Youngbauer, Bob Root, Jake Sauter, Paul Kirby, Angie Westbrook, Kip Rydberg, Geoff Jordan, Mark Gallik, Jon Cruz

Meeting minutes:

Reviewed meeting minutes from December 15, 2014 and January 21, 2015. Brett made motion to approve, Cody second, motion carried.

Treasurer Report:

Bob noted payment on-line is being utilized. Bob gave treasurer report, Bill made motion to approve, Paul second, motion carried.

Gambling Report:

Angie passed out the gambling report. Each line item was approved as per the report for January expenses. Pre-approval was made for the expected expenses in February.

Angie noted the Year-end financial summary looks like there is a decrease for the year, but in fact it is because more ice fees were paid in 2014. There was an increase in profits of \$18-19,000 for the year.

There is a request to change site #6 allocations, motion made by Lara, second by Bill, motion carried.

Concessions:

Season Team concession weeks are complete. Any available shifts are filled as a first come first serve basis at \$5 per hour credit. An email blast and website reminder will be sent out to the membership.

Lara will send out email to managers to get the list of families who did not fulfill their volunteer hours during the team week to Bob so he can deposit the checks.

PCYH received a rebate from Coke. Bill stated this year it was much less, only \$300, last year it was \$1,000.

Banquet:

Bill will order cookies, punch and coffee for the reception.

We will draw for two winners on each team, and three big prizes: Old school jersey, 2 hockey sticks

Bob will order hockey pucks with a medal medallion for each player.

Anyone interested in becoming a board member must submit their bio to Jake Sauter by Friday, March 20th. Lara will send out a mass email and put info on the website for the membership.

We will also post a job description for the scheduler position on the website and at the banquet.

Jake will be putting together a slide show for the banquet. Any pictures and information will be sent to him to be included.

Other:

The outdoor rinks/Zamboni was discussed briefly and a committee was established to look at options for any improvements/purchases. The committee will consist of two from each; PCYH- Justin and Nick, City- Lara and Maury, PCCCA- Kip and Geoff, BB32-Cody and Jade, HS varsity Coach- Grant Nicoll.

Jon Cruz was at the meeting to discuss the future of the girls program. He will be the spokesperson at the banquet. A meeting with the girls' parents and any other interested PCYH members will be held at the PCCCA on Wednesday, March 4th at 7:30.

Late season programming was discussed. Mark Gallik was in attendance to do the scheduling. These programs include: Coach vs Coach game fundraiser for the food shelf. Mite Clinic, Mite jamboree, Squirrt 3 on 3, Bantam/HS 4 on 4, and more Bantam step-ups.

The Mite Coordinator Jake, discussed a survey ha has asked the mite membership to fill out. He will compile and recap the results once they are handed back in to him.

The way we issue credits for jobs has been discussed in the past and Lara compiled some information that was handed out at the meeting. The board should look it over and it will be discussed further and finalized at the meeting in March.

Summer Ice has been booked in Forest Lake for Sundays and Thursdays.

It was asked if we could hang banners in the arena. The PW "C" team is District 10 Champions.

Next meeting will be held at Kip's Garage on Monday, March 23rd at 7pm.

Meeting adjourned at 9:26pm

2.23.15 Gambling Report to the Board

1. Approval of JAN 2015 LG1004- Actual Expenditures LG(in bold- the other has already been approved)
2. Approval of FEB 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. FEB 2015 BANK RECONCILIATION Report.

The gambling checking account balance as of today is now \$43,041.16.

4. Required financial and inventory paperwork is being passed around for approval from JAN 2015. FEB 2015 will be presented at March's board meeting.

5. YEAR END FINANCIAL SUMMARY:

Please note on the 2014 YEAR END Compiled Financial Statement (being passed around): Even though our assets, liabilities, & profit carry-overs have *decreased* by \$22,482 from the end of 2013 to the end of 2014. Our Lawful Purpose Expenses (ICE FEES & donations) combined with taxes had *increased* by \$44,118. It's these expenses that have bumped us up to a 5 STAR rating (the percentage of what our gambling money should be paying versus sitting in the bank). So, even though it might 'look' like on paper that we lost money over the year, we did not. Our profits actually *increased* and with that we were just able to pay far more ice fee's (and taxes due to the major increase we had in revenue during 2014).

6. CHANGE IN SITE ALLOCATIONS:

I'd like to change our *site allocations percentages* to more accurately fit the volume of sales for each site (to help us track and report our finances more accurately) as of Jan 1, 2015. I based the changes off of the sales each site took in during 2014. Legally, I need the board's approval to make such changes. Please approve: Froggy's- 19%, VFW- 54%, Chubby's- 20%, The Other Side- 4%, Chucker's- 2% and Pine City Country Club- 1%.

TREASURER'S REPORT 03/23/2015

BEGINNING CHECKBOOK BALANCE 02/23/2015 **\$101,936.07**

INCOME RECEIVED SINCE 02/23/2015

Ice Fees \$5,269.32

Restitution Payment \$100.00

Bulldog Ticket Sales \$204.00

Coaches Game Donations \$578.00

Total Income \$6,151.32

EXPENSES PAID SINCE 02/23/2015

Tournament Entry Fees \$350.00

Lee's Pro Shop \$1,494.86

Food Shelf Donation From Coaches game \$578.00

Currie, Pangerl & Associates \$362.50

Bantam Coaches Salary \$3,200.00

Gift Certificates for Coaches Game \$100.00

TOTAL EXPENSES **\$6,085.36**

ENDING CHECKBOOK BALANCE 03/23/2015 **\$102,002.03**

Concessions **\$20,236.32**

Total Assets **\$122,238.35**

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LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

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Pre-Approval: Allowable Expenses

Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Rent	For Feb paid in March			\$2175.25	yes
Payroll	For March paid April 1	\$3500		\$3545.83	yes
Triple Crown	new games / inventory for March	\$4000		\$2496.64	yes
Currie Pangerl	accounting services for Feb	\$800		\$702.50	yes
MN Revenue	Feb gambling tax paid 3/20			\$3194	yes
Raffle Calendar Prizes	paid in March			\$775	yes
Harold Meats	paddleticket prizes for March			\$2400	yes
Central Gaming Svc's	machine maintenance April/May			\$99	yes
cash	Loss games: 2469846, 3F15356, 2782150, 5L30245, 2Y84347, 2X28823	\$4000		\$1696	yes
Auto-Owner's Insurance	recalculated 14-15 worker's comp (required by law to have)			\$244	yes
Gleason's	Yearly gambling software program			\$600	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
Pine City Civic Center	Feb ice fees	A7	\$11745.40	yes

This report was presented to the organization by the gambling manager or other organization member.

Signature, in ink:

Date: March 23, 2015

PCYH New Board Meeting 3-30, 2015

The 2015-16 Board was elected at the PCYH Annual meeting/banquet on Sunday, March 29th.

Meeting started at 7:14pm

President: Nominations were taken for President of the Association. Lara nominated Justin Jahnz, second by Bill Aagaard, carried.

VP: nominations were taken for Vice President; Justin nominated Brett Westbrook, second by Lara, carried.

Secretary: nominations were taken for secretary; Justin nominated Lara Smetana, second by Bob, carried.

Treasurer: nominations were taken for treasurer; Bill nominated Bob Root, second by Justin, carried.

Ace Coordinator: Paul Kirby

Mite Coordinator: Jacob Sauter

Concessions: Bill Aagaard

Calendar: Brett Westbrook and Bill Aagaard

Tournaments: Cody Youngbauer

Registrar: Michelle Linnell

Equipment: Lara Smetana

Communications/ manager liaison: Lara Smetana

Coaches Liaison: Paul Kirby

Try-outs ice/judges: Brett Westbrook

By-laws revision: Jake, Kirby and Justin

Handbook update: All Board members and Varsity Head Coach Grant Nicoll

Meeting will be held each month on the third Monday, 7pm at the Pine City Golf Course. Meeting Agendas will be posted on the website a minimum of one week before each meeting and Approved meeting minutes including the Treasurer and Gambling report will be posted on the website monthly.

Meeting Adjourned at 8:38pm

PCYH Board Meeting 3-23-2015

March 23rd held at Kip Rydberg's garage (PCCCA President)

Present: Board members: Justin Jahnz, Bill Aagaard, Jake Sauter, Nick Rydberg, Cody Youngbauer, Lara Smetana, Bob Root, Brett Westbrook, Angie Westbrook, Gambling manager guests: Grant Nicoll, PCHS Varsity Coach, Geoff Jordan, Rink Manager, Kip Rydberg, PCCCA President, Kipper Rydberg, member

Meeting was called to order at 7:01pm

Agenda: Removed discussion for Spouse/additional credits, addition of credits for goalies

Minutes from February 23 were approved. Motion made by Nick, second by Bill

Concessions: Bill reported that most shifts were filled during the month of March. Most products should be gone after Rink Rat Day. The rest will be donated to Post Prom. For the Banquet we will be having cookies, juice boxes and coffee.

Treasurer: Bob gave the report. Some checks still need to be deposited. Bill made motion to accept the Treasurer Report and Brett second, carried. (Report included.)

Gambling: Angie gave the Gambling Report. The Board approved actual expenses for February and approved expected expenses for March individually.

Angie also reported there was a surprise compliance check by gambling control. Everything was good. Motion to accept the report was made by Bob, second by Bill, carried. (full report included)

Mite Coordinator: Jake has sent out surveys to all the Mite Coaches. He is starting to receive them back and will compile all the information and put it into a booklet before next season.

Old Business

10U:minutes for informational purposes only were available for the board members who were not in attendance at the parent meeting. Justin recapped the parents meeting in regards to next year. The parents are in agreement to having a try-out for the 10U team like we would Squirts. A girl will have to decide what team they plan to try-out for and cannot change once teams have been determined after the try-out results are calculated. PCYH will most likely have 2 girl teams which the levels will be determined after registration.

Banquet: Jake put together a slide show for the banquet. The treasurer and gambling manager will put together information for a slide and small discussion for the members. Each team will have their own slide as well.

Ballots for the banquet will be made on colored paper and additional space will be made for write-in candidates. There are currently 5 positions open and seven who are running. Nominations from the floor will be taken at the banquet. A bio for each candidate will be included in the slides.

The outside rink committee has met once. There are many ideas out there and we will work hard to collaborate as much as possible. Grant has been added to the committee. The next step is to talk to the

AD and Superintendent to see if the school would be involved in any way. Lara and Grant will work on that in the next month.

New Business

Ice bills have been sent out for all members. Those that are past due (from prior to 2014-15 season) will be turned over to a collections agency soon. Some checks have been coming in and the on-line bill pay has been getting more payments too.

The board discussed Freedom Fest and decided not to do any food or beer sales. We will either do BINGO or some other hockey related games.

Summer Programs: Street Hockey will be starting soon. This is for Mites and Squirts. They will have dryland drills and games as well as some ice times in Forest Lake.

All summer ice for ages Mites-HS will be scheduled at Forest Lake; Sundays and Thursdays. More info to come.

Tryouts: Brett will work with Chisago Lakes for tryout ice this fall. Included will be additional time just for goalies; both for practice and try-outs. Tentative dates for tryouts are September 26-27th.

Registration Dates: tentative dates are August 30th at Chuckers 3-6pm and Thursday, September 10 at the PC Golf Course.

Other

Brett provided information on what the Section 5A (HS hockey) teams are declaring at the PeeWee and Bantam levels. They are as follows:

TEAM	BANTAM	PEEWEE
* Chisago Lakes	A	A
North Branch	B1	A
* Princeton	A	A
* Sauk Rapids	A	A
Becker/Big Lake	B1	B1
Legacy	N/A	N/A
* MAML	A	A
Moose Lake	B	B
Mora	HS	B
PC/RC	B1	A

** Accepted as top programs*

Meeting adjourned at 9:20pm

3.23.15 Gambling Report to the Board

1. Approval of FEB 2015 LG1004- Actual Expenditures (in bold- the other has already been approved)
2. Approval of MARCH 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. MARCH 2015 BANK RECONCILIATION Report. The gambling checking account balance as of today was \$29,043.96.
4. The required financial and inventory paperwork is being passed around for approval from FEB 2015. (March 2015 will be presented at April's board meeting.)
5. QUICK FINANCIAL SUMMARY:

This is typically around the time the gambling account drops the lowest all year (as seen on the reconciliation report), due to large ice bills coming out all winter and the highest monthly taxes being paid the latter half of the fiscal year (ending in June). We gain over the summer / fall months.

In comparing where we were in Feb 2014 to Feb 2015, our profits are \$33,097 over what they were last year but our expenses and cost of goods are only up \$390.14. Our checking account balance is \$20,021.65 less than it was at this time last year, however, we've paid \$44,400.60 more in lawful purpose expenses in the last year than the previous year (that includes \$22,208.58 more in ice fees/donations and \$22,192.02 more in taxes.)

6. COMPLIANCE REVIEW:

Brian Holcomb, our compliance specialist, made an unannounced compliance inspection at both Froggy's and Chubby's on March 13. I am passing around his inspection checklist for the board's review (required). He found no violations at Chubby's and one very minor issue at Froggy's (but NO VIOLATIONS). His check list for Froggy's said he could not find the current site inventory records, but they were in fact there, he had just been directed by the bar to look in the wrong spot. He also found the wrong type of paper in the driver's license scanner (it was not the sticker paper that could affix to the winning prize receipt, rather just paper that had to be stapled.) I called and spoke with him the following Monday. I assured him the perpetual site inventory was there. He said that he believed me, and believed by what he saw that we did keep current/proper records at each site. I also assured him that we immediately changed out the scanner paper after he left for the proper kind. He assured me that we were NOT in any compliance violation- all was found to be good.

Minnesota Lawful Gambling
LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date April 20, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 March 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Rent	For March - paid in April			\$3436.40	yes
Payroll	For April - paid May1	\$3500			yes
Triple Crown	new games / inventory for April			\$3037.92	yes
3 Diamond Corp	tipboard games for Rush City Sports Club fundraiser			\$64.51	yes
MN Revenue	March gambling tax - paid 4/20			\$5791	yes
Calendar Raffle Prizes	paid in April			\$775	yes
Harold Meats	paddleticket prizes for April			\$2600	yes
Currie Pangerl	accounting services for March			\$619.75	yes
cash	loss games prior to next board meeting	\$4000			yes
Angela Westbrook	reimbursement for purchase of stamps, printer paper and envelopes			\$48.72	yes
Pre-Approval: Lawful Purpose Expenditures					
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)	
Pine City Civic Center	March ice fees	A7	\$7085.00	yes	
Rush City Sports Club	yearly fundraising donation	A7	\$535.49	yes	
This report was presented to the organization by the gambling manager or other organization member.					
Signature, in ink:			Date: April 20, 2015		

PCYH Board meeting April 20, 2015

Meeting minutes. Board meeting was held at the Pine City Country Club at 7pm

Attendance: Justin Jahnz (President), Brett Westbrook (VP), Nick Rydberg, Bill Aagaard, Paul Kirby, Lara Smetana (Secretary), Bob Root (Treasurer), Jake Sauter, Cody Youngbauer, Angie Westbrook (Gambling Manager), Geoff Jordan (PCCCA Rink Manager), Michelle Linnell, Ryan Thole

Meeting was called to order at 7:01pm. Minutes from the March 23rd and March 30th were sent out via email and reviewed. Bob made motion to approve, Nick second, motion carried.

TREASURER REPORT: Bob gave report. And a reminder that all past due ice bills from prior seasons (not 2014-15) are due by May 15th. It looks as tho 15-20 families past due will go to collections. \$892 will be paid in sales tax to the state for concessions revenues for the first quarter of 2015. Bob will also check into a fidelity bond on the general checking account. Paul made motion to accept the treasurer's report, bill second, motion carried.

GAMBLING: Angie gave report. February and March Actuals were approved. April's expected expenses were approved. All members had a chance to review the finance and reconciliation summery. Bob made Motion to approve and Paul second, motion carried.

Angie reported to the Board via email on April 23rd that there has been a break-in at Chucker's Bowl in Rush City. \$486.00 of pull-tab/gambling funds were stolen. She will gather all the proper information and police report to be included in the LG250 fund loss report that will be turned into gambling control. Angie will update the board on any new updates at the May Board meeting.

CONCESSIONS REPORT: Bill met with Josh from Currie and Pangerl about sales tax. Based on the concessions revenues, we will pay \$892 for the first quarter as mentioned in the treasurer's report. Most likely for second quarter there will be nothing to pay. The website will be updated with the contact information for the concessions.

MITE COORDINATOR'S REPORT: Jake reported that he sent out another copy of the survey to the Mite coaches and managers.

PRESIDENT'S REPORT: Justin reported that the next D10 meeting is in May.

Old Business:

Credits: Paul gave overview of the credits for volunteers report he (along with Bill and Lara) created. The Board talked in length on the idea of the report and the values of the credits which were being proposed.

Paul made a motion to accept the Volunteer Policy as amended during the discussion at the meeting. Bill second, motion passed with Jake voting no.

Paul made a second motion stating that we are still in the 2014-15 season and managers should be given the credit for their duties (if their families had already earned their maximum credit.) motion dies for the lack of a second.

Freedom Fest: The board discussed the options of having a booth at Freedom Fest. A motion was made by Cody to forgo Freedom Fest this year as we have never made any profit from it. Brett second, motion carries.

New Business:

Minnesota Hockey would like each association to have a Hockey Development Director. There is a training/meeting coming up. At this time it is optional. Justin asked if anyone was interested in going to learn more about it.

Fundraiser: The option of having a Gun Raffle as a fund raiser was discussed. Angie is going to work on the details and report back at the May meeting.

2015-16 Teams were discussed for preliminary declaration.

- Bantam- A/B2
- PeeWee- B1/ B2 or C
- Squirts- B1/C
- Girls- U10/ U8
- Mites A, B, C (2 teams) and D (3 or 4 teams)

HS Booster Club: the booster club is asking for a donation to build a new space for their pork chop stand at the Rush City Fair. The funds would be a lawful gambling expense as we are required to do. Cody made the motion to donate \$2,000, Lara second, motion carries. Jake opposed. PCYH will only pay out the funds if the space is built.

9:19 Meeting Adjourned.

4.20.15 Gambling Report to the Board

1. Approval of MARCH 2015 LG1004- Actual Expenditures

(\$ amounts in bold- the other amounts have already been approved)

2. Approval of APRIL 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses

3. APRIL 2015 BANK RECONCILIATION Report.

The gambling checking account balance as of today was \$23,577.84.

4. The required financial and inventory paperwork is being passed around for approval from MARCH 2015. (April 2015 will be presented at May's board meeting.)

5. We changed the VFW 25cent game instead to a 50cent game. I'd like the board's approval to add \$150.00 to the start bank totals for this site (added to this game).

6. The Rush City Sports Club did their annual fundraiser at Chucker's using our gambling license. After deducting the cost of the tipboard games used from their game receipts, they earned \$535.49. I'd like the board's approval to donate this back to them (as we've done the last several years).

7. Our required 50% Rush City donation, as of the end of March 2015, is now back up to \$4,601.28. I anticipate by fall, when we make our annual donation to the Rush City Schools, it will be up to about \$7500-8000. In 2014 our contributions for this requirement included: \$5000 to the Rush City Schools, \$3000 to the Rush City Park Board, and \$700 to Chucker's (for pizza and bowling for the kids at registration) totaling \$8700.00.

8. Some details/information on a 'gun' raffle (per Justin's inquiry). It would run similarly to our calendar raffle, with a few exceptions:

*If the raffle drawing did not take place at one of our 6 sites (example, the drawing was done at the fair), we would have to apply for an offsite permit from gambling control, after first getting approval from the city.

*PCYH would have to pay *in full* for all raffle prizes (guns) or otherwise become the owner without lien or interest of others, *prior* to the raffle drawing (assuming the gross receipts of the merchandise/guns would be over \$60).

*A certificate for merchandise must be used for a prize that requires registration or licensure by a government agency [example: a car or a gun]. This certificate for merchandise must include: • a complete description, including the value, of the merchandise, • the vendor's name from whom the certificate must be redeemed, and • a statement expressly prohibiting the substitution of cash or another type of merchandise or services described on the certificate. (The raffle ticket itself would state whether or not the winner would be responsible for any applicable fees and taxes).

TREASURER'S REPORT 04/20/2015

BEGINNING CHECKBOOK BALANCE 03/23/2015 **\$102,002.03**

INCOME RECEIVED SINCE 03/23/2015

Ice Fees \$5,270.98

Reimbursement from Gambling for Calendars \$100.00

Jersey Deposit for 8U Girls \$260.00

Restitution Payment \$25.00

Volunteer Checks \$300.00

Street Hockey Sponsorships \$300.00

Total Income \$6,255.98

EXPENSES PAID SINCE 02/23/2015

Ref Fees \$875.00

Lee's Pro Shop - 201773, 201791, 202231 \$1,506.00

Mileage Reimbursement \$201.60

Currie, Pangerl & Associates \$15.00

Chubby's - \$50.00 Gift for Mark Gallik \$50.00

TOTAL EXPENSES **\$2,647.60**

ENDING CHECKBOOK BALANCE 04/20/2015 **\$105,610.41**

Concessions **\$20,093.71**

Total Assets **\$125,704.12**

5.18.15 Gambling Report to the Board

1. Approval of APRIL 2015 LG1004- Actual Expenditures
(amounts in bold- the other amounts have already been approved)
2. Approval of MAY 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. MAY 2015 BANK RECONCILIATION Report.
The gambling checking account balance as of today was \$16,237.36.
4. The required financial and inventory paperwork is being passed around for approval from APRIL 2015. (MAY 2015 will be presented at JUNE's board meeting.)
5. Currie Pangerl & Associates has started their annual fiscal year end audit of our gambling operation, as required by MN Gambling control to remain in compliance. Our fiscal year goes from July 1 to June 30 each year. Any game remnants and documents that they've requested have been dropped off or sent over. The audit will be completed and turned into the state by the June 30th deadline.
6. Jody West has decided she does not want to continue her position as Internal Controls Auditor this next hockey season. If the board knows of anyone who'd like to take over for her, please let me know. She said she'd another random audit of a couple items before finishing up for the year. Amy Brouwer has also decided to take a break from auditing monthly pull tabs games for the summer, however, Michelle Linnell has offered to help do this for the summer (our other monthly game auditors remain as: Lisa Hodena, Rebecca Stuckey, Beth Pereault, and Sarah Youngbauer).
7. Our "Lawful Purpose" donations to date are: \$111,574.90 (\$32,155.50 more than last year at this time.) The general account should probably have paid those last couple of ice bill donations, as they do most years in the spring. We had meet our fiscal year required minimum donation by Dec 2014, and exceeded the 5star rating by February 2015 (first time PCYH has even been at a 5 star donation rating). Due to this excess in lawful purpose donations, to get the gambling account back up to a comfortable balance, and after speaking with gambling control, the board can approve approximately the same \$ amount of the last ice bills paid out be transferred back to the gambling account from the general account (making things the same as if the general account paid the ice bills instead). Ice bills paid out in April totaled \$10,085.00. Ice bills paid out in March was \$11,745.00. A specific \$ amount must be decided on and approved by the board before transferring, and documents showing the transactions (bank statements, meeting minutes) submitted to gambling control. The \$ transferred is to be considered a loan, however, there is no deadline on when this is to be paid back. \$10,000-\$12,000 should be transferred.

PCYH Board Meeting minutes for May 18, 2015

Meeting was held at the Pine City Country Club at 7pm

Justin called the meeting to order at 7:07pm

Members in attendance: Justin Jahnz (President), Brett Westbrook (VP), Nick Rydberg, Bob Root, Lara Smetana, Paul Kirby, Bill Aagaard, Angie Westbrook (Gambling Manager), Michelle Linnell (Registrar), Ryan Thole and Geoff Jordan (PCCCA Rink Manager)

Absent: Cody Youngbauer, Jake Sauter

No additions were added to the agenda. Meeting minutes from the April meeting were approved. Motion by Paul Kirby, second by Bill Aagaard.

Treasurer's Report: Bob gave the Treasurer's report. He included a screen shot of the account balance as shown on the Frandsen Bank website to show that the balances match his report. Paul Kirby made motion to approve the report, Bill Aagaard second, motion carries.

The Board discussed having a fidelity insurance in the amount of \$25,000 for our general checking account. Bob reported that it would cost roughly \$150 annually for the coverage. Bill made the motion to secure insurance for \$25,000 coverage, Bob second, motion carries.

Bob included a list of delinquent ice bills from 2013-14 season and earlier. A motion was made at the April meeting to send these accounts to collections if they were not paid in full or a payment plan was agreed upon before May 15th. Bob will send the list to Advantage Collections of Cambridge to get the process started.

Gambling Report: Angie gave the gambling report. Including the Reconciliation Summary and the month's business. The general report was accepted and motion made by Bob, second by Brett to approve. Motion carries.

The L G1004 Monthly Gambling Report to Members was approved for the individual expenses both actual and expected not to exceed.

Angie asked the Board to make a loan to the Gambling Fund from the general fund to replenish the account. She feels she overpaid out of the account and the balance is currently lower than she feels comfortable with. The loan proposed will be in the amount of \$12,000 which is approximately what the last ice bill of the season paid to the Civic Center. Gambling would pay the emergency loan back in an undetermined amount of time. Bill made the motion to make the loan in the amount of \$12,000 to the gambling fund from the general fund. Brett made the second. Motion carries.

Concessions: Bill reported that 343 candy bars and 184 pops/water/Powerade were donated to the Post prom party.

Mite Coordinator: Jake was absent so there was not a report

President Report: Justin talked about the upcoming D10 Presidents meeting and that he did not attend the May 4th meeting due to not knowing about it. He plans to attend in June and July.

Shooting Contest: Nick is taking up the Shooting Contest. It started on May 17th and he will take total shots for each week but they need to be in to him each Sunday. Information was put on the website.

Summer Ice for STP. The cost for the Squirts/PeeWees will have one fee of \$75, not a fee for each session attended. Bob made the motion, Bill 2nd, motion carries. Registered coaches are encouraged to attend and be prepared with a couple of drills. Motion carries.

Parades/Fair: Parades are registered for and the Fair information is getting completed.

Registration: We are planning to open on-line registration on August 1st. Lara will check with NGIN to see how we deal with families who have credits going into the new season.

Fundraising: The idea of a gun raffle has been set aside for the time being. We will continue with the current calendar raffle with registration.

New Business:

Forest Lake has determined they will enter their association into D10 for the upcoming 2015-16 season.

Scheduler: The position of the ice scheduler is still vacant. The position will earn 2 full credits for 2015-16 and the position description will be posted on the website and sent out to all members again. This is an important duty and Mark has agreed to help in the coming year to train someone in.

Meeting was adjourned at 8:41pm

TREASURER'S REPORT 05/18/2015

BEGINNING CHECKBOOK BALANCE 04/20/2015 **\$105,610.41**

INCOME RECEIVED SINCE 04/20/2015

Ice Fees	\$4,822.60
Schwan's Bantam B1	\$14.14
We Got Game	\$456.00
Minnesota Hockey	\$490.00
Squirt 3X3 Spring Fees	\$1,000.00
Street Hockey Sponsorships	\$100.00
Street Hockey Registration Fees	\$1,020.00
Wild Ticket Sales	\$1,060.00
Spring Fundraiser	\$4,611.00
<u>Total Income</u>	\$13,573.74

EXPENSES PAID SINCE 04/20/2015

Ref Fees	\$445.00
Lee's Pro Shop - Inv #202404, 202426, 203627	\$1,763.00
Greater Midwest Fundraising	\$2,926.62
Stamps	\$98.00
<u>TOTAL EXPENSES</u>	<u>\$5,232.62</u>

ENDING CHECKBOOK BALANCE 05/18/2015 **\$113,951.53**

Concessions **\$18,994.21**

Total Assets **\$132,945.74**

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date May 18, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F <div style="text-align: right; margin-left: 200px;">April 2015</div>	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report <u>4/19/15 Chucker's</u>	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
Rent	for April - paid in May	\$4000			yes
payroll	for May - paid June 1	\$3500			yes
Currie Pangerl	Accounting services for April			\$720	yes
MN Revenue	gambling tax for April - paid 5/20	\$6000		\$98	yes
IRS	2nd Qtr MN Withholding Tax			\$329	yes
	2nd Qtr Fed Unemployment tax			\$2162.40	yes
	2nd Qtr Federal Payroll tax				
Triple Crown	new games/inventory for May			\$2501	yes
Central Gaming Svc	June/July Machine Maintenance			\$99	yes
Harold's Meats				\$2800	yes
Calendar Raffle Prizes				\$950	yes
cash	loss cash games before next board meeting	\$4000			yes
Intuit	yearly payroll subscription service			\$266.12	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
CHUCKERS	FOOD, DRINK, BOWLING FOR KIDS at registration			

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: **May 18, 2015**

6.22.15 Gambling Report to the Board

1. Approval of MAY 2015 LG1004- Actual Expenditures
(\$ amounts in italics- the other amounts have already been approved)
2. Approval of JUNE 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. JUNE 2015 BANK RECONCILIATION Report.
The gambling checking account balance as of today is \$37,438.68.
4. The required financial and inventory paperwork is being passed around for approval from MAY 2015. (JUNE 2015 will be presented at the JULY board meeting.)
5. THE OTHER SIDE: Pull tab games have consistently audited accurate (very few cash short games) for the past 6 months and I now feel very comfortable with their request to have a \$2 game in play at their site. I'd like change one of the two \$1 games to a \$2 game instead. I'd need to increase the start bank for this game by \$200.00. I'd like the board's approval for the \$2 games plus a \$200 increase in start cash for this site.

They have also asked (many times) to either have meat raffles or bingo at their site as well. They had been told the board agreed to think about it after they proved steady customers and an increase in accurately audited gambling business at their site. They have done both. I told them that I'd prefer to start out with a few occasional sessions on a trial basis to see how they'd go, and only if they agreed to advertise for it (rather than regular, weekly meat raffle / bingo sessions). I also told them I would not ever do this on a Wednesday, as I would not want any competition between them and the VFW. They are thinking on a Thursday night (mid-week is also much easier to find workers). With the board's approval, I would make sure to run these occasional raffles or bingo games myself in order to monitor how well it goes.

6. I've been having a difficult time staffing our weekend meat raffles with everyone being gone/so busy in the summer months (the mid-week, Wednesday raffles have thankfully not been an issue). I have quite a few raffles remaining in both June and July that I need help staffing, starting with THIS Saturday 6/27 (& I haven't even begun to schedule August yet):

Sat 6/27 –Rush City VFW 3PM,

Fri 7/3 – Froggys 5PM,

Sat 7/18 - VFW 3PM,

Fri 7/31 - Froggys 5PM

If any board member is willing/able to help out with any of these, or knows of anyone who would be, please let me know ASAP. Perhaps we could post something on the website to find help as well? Workers earn \$50 in credits for working a meat raffle. I'm sure there are families that could use the credits to help pay off their last season's remaining balances.

PCYH meeting @ Pine City Country Club

June 22, 2015

Meeting was called to order at 8:05pm

In Attendance: Justin Jahnz, Bob Root, Bill Aagaard, Brett Westbrook, Lara Smetana, Cody Youngbauer, Nick Rydberg

Absent: Jake Sauter, Paul Kirby

There were no changes to the agenda.

Motion to approve minutes was made by Bob, second by Brett. Motion carried.

Bob gave the treasurers report. Motion made by Bill, second by Brett to accept the report. Motion carried.

Gambling report: Angie reported The Otherside Bar wants to change games to \$.25, \$1, \$2. To do so we need \$200 to start a \$2 game. Motion made by Lara, second by Bob, motion carries.

Angie asked to put on the website and send out email needing workers for meat raffles, they would contact Justin.

All other gambling items are in the report and approved. See attached report.

Concessions: Bill has ordered freezes for the two parades. Meg is doing ordering for the Pine County Fair. Work shifts will be available and posted soon. There will be one board member per shift for the money, may ask PC Sheriff for escort to car. Nikki and Jen will get \$50 per day for working. All other shifts are determined by what job they do.

Mite Coordinator: no report

D10- the question was asked about leaving MN Hockey/USA Hockey at the D10 Presidents meeting. PCYH Board discussed our thoughts on the subject. No decision was made.

PCCCA- the old Olympia was discussed and the idea of a locker room fee/ space for the outside Zamboni/ warming house area and who would be the players in making it happen and covering the extra expenses.

Past due bills have been sent to collections. They will not pursue any past due fees older than 3 years or less than \$50.

Brett is working on try-out schedule. Cody will ask Grant to get evaluators.

Nick talked to Jake and he is interested in the scheduler position, additional discussion about who could fill the Mite Coordinator position. Eric Danialson was mentioned as he ran for a Board position.

The Board discussed hosting a few tournaments in the upcoming season. Mite A/B, Squirt B(2), PeeWee B

Next meeting will be July 20th 7pm at the Country Club. Meeting adjourned at 10:06pm.

Minnesota Lawful Gambling
LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date JUNE 22, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 FOR MAY 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: <input checked="" type="checkbox"/> Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations. ANNUAL LICESNE/PERMIT INVOICE

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	FOR MAY, PAID IN JUNE			\$4537.60	YES
PAYROLL	FOR JUNE, PAID JULY 1ST	\$3500.00		\$2730.07	YES
TRIPLE CROWN	NEW GAMES/INVENTORY FOR JUNE	\$4000.00		\$3326.31	YES
CURRIE PANGERL	MAY TAX FILING SERVICE			\$695.75	YES
MN REVENUE	JUNE GAMBLING TAX			\$8471.00	YES
HAROLD'S MEATS	JUNE PADDLE TICKET PRIZES	\$3000.00		\$2560.00	YES
CALENDAR RAFFLE	CASH PRIZES IN JUNE			\$775.00	YES
CASH FOR LOSS GAMES	<i>loss games: 4s17856, 3j86510, 2709561, 2652152, 4s49038, 2709436, 3h18541</i>	\$4000.00		\$2473.00	YES
HARLAND CLARK CHECKS	DEPOSIT SLIPS			\$54.30	YES
ANGELA WESTBROOK	REIMBURSEMENT FOR: PRINTER INK & FLARE STICKERS			\$31.74	YES
Pre-Approval: Lawful Purpose Expenditures					
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)	
MN GAMVBLING CONTROL	ANNUAL LICENSE/PERMIT FEES		\$1350.00	YES	
This report was presented to the organization by the gambling manager or other organization member.					
Signature, in ink:			Date: JUNE 22, 2015		

TREASURER'S REPORT 06/22/2015

BEGINNING CHECKBOOK BALANCE 05/18/2015 **\$113,951.53**

INCOME RECEIVED SINCE 05/18/2015

Ice Fees \$1,319.88

Wild Ticket Sales \$400.00

Total Income **\$1,719.88**

EXPENSES PAID SINCE 05/18/2015

Ref Fees \$145.00

Currie, Pangerl & Associates \$156.75

Chris' Foods - Street Hockey RB Floats \$31.14

PCYH Gambling Account \$12,000.00

Federated Cooperative - Pork Chop Stand Donation \$2,000.00

Rush City Chamber of Commerce - Parade entry fee \$15.00

Pine County Ag Society - Fair booth \$500.00

TOTAL EXPENSES **\$14,847.89**

ENDING CHECKBOOK BALANCE 06/22/2015 **\$100,823.52**

Concessions **\$18,994.21**

Total Assets **\$119,817.73**

PCYH Board Meeting, Monday, July 20th 2015

In Attendance: Jake Sauter, Justin Jahnz, Brett Westbrook, Bob Root, Cody Youngbauer, Bill Aagaard, Paul Kirby, Lara Smetana, Angie Westbrook, Michelle Linnell, Geoff Jordan and Grant Nicoll

Nick Rydberg arrived at 7:39pm.

Meeting was called to order at 7:04pm.

Paul Kirby asked to be added to the agenda. There were no other additions or deletions.

Paul Kirby made motion to approve the last meeting minutes. Bob second, motion carries.

Paul Kirby asked to speak to the board about an opportunity for him to take a leave of absence as he is going to Alaska for one year to teach. The Board wished him the best and thanked him for his service and dedication to PCYH. Based on the current by-laws his vacancy will have to be filled.

Bob presented the Treasurer's report. Bill made motion to accept, Brett second, motion carries.

Angie gave the Gambling report. There was a surprise audit at the Pine City Country Club. They noted there were a couple minor things to fix. All other gambling business expenses were approved per the report. Bob made motion to approve report, Lara second, motion carries.

Bill reported on Concessions and the needs for the upcoming Pine County Fair. There has been an increased need for runners. Additional tables would be provided by Michelle. Set up will be Monday at 6pm and finish on Tuesday if needed. Discussion to call Mike Ryan for any last minute repairs.

Those in charge of the money at during each event will be as follows: Wednesday-Michelle, Thursday-Lara, Friday-Cody, Saturday-Bob, and Sunday-Bill.

Jake handed out the rough draft of the Mite handbook. He asked the board to look it over and we can discuss more at the August meeting.

President's Report: Justin reported that at the Mite D and C levels we will only require one coach with a CEP.

Grant reported to the PCYH Board that there will not be any bantams moving up for the 2015-16 season, but he would is planning on taking some in 2016-17.

Nick and Cody will do the Pine County Parade.

Old Zamboni: The City has decided not to purchase the old Olympia from the PCCC.

Civic Center: Geoff reported that the cost of ice will most likely be going up \$5-10 per hour this season.

Additional topics: The Board discussed the levels of play for the upcoming season

Bantam: A/B2

PeeWee: A/B2 there will be apparent meeting August 5th and a questionnaire will be emailed out to every family to get input.

Squirt: B1/C

We will include an equipment swap at the registration at Chuckers.

Next meeting will be MOnday, August 17th, 7pm at the Pine City Country Club

Meeting adjourned at 9:43pm

8.17.15 Gambling Report to the Board

1. Approval of JULY 2015 LG1004- Actual Expenditures
(\$ amounts in italics- the other amounts have already been approved)
2. Approval of AUGUST 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. JULY 2015 BANK RECONCILIATION Report.
4. The required financial and inventory paperwork is being passed around for approval from JULY 2015. (AUGUST 2015 will be presented at the SEPTEMBER board meeting.)
5. July was the first month of our new fiscal year. Monthly gambling taxes should decrease significantly for a while so we can start seeing more profit again in the months ahead.
6. RAFFLE CALENDARS have been sent out for printing. They should be completed in time for our Aug 30 registration date.
7. PAYROLL TAXES (State & Federal: Income, Unemployment & withholding taxes) have been being submitted quarterly. Currie Pangerl has been calculating and filing this for us. I'd like to start doing myself, monthly (easy to calculate and electronically submit each month when doing payroll). This will spread out our expenses on a more even basis (helping us to maintain a more even profit too) and give Currie Pangerl one less task for us to pay for. Kim Bever will instruct me/make sure I do it correctly.

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date JULY 20, 20 15.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 FOR JUNE 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit <input checked="" type="checkbox"/> Compliance review report 7/2/15 Pull tab inspection at the Pine City Country Club ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	FOR JUNE, PAID IN JULY			\$3817.80	YES
PAYROLL	FOR JULY, PAID AUG 1ST	\$3500.00		\$3060.48	YES
TRIPLE CROWN	NEW GAMES/INVENTORY FOR JULY			\$2581.08	YES
CURRIE PANGERL	JUNE TAX FILING SERVICE \$588.50 FISCAL YEAR END AUDIT \$345.50			\$934.00	YES
MN REVENUE	JUNE GAMBLING TAX			\$7401.00	YES
HAROLD'S MEATS	JULY PADDLE TICKET PRIZES	\$3000.00		\$2860.00	YES
CASH FOR LOSS GAMES	<i>loss games: 2648799, 2680424, 2y84400, 2680422, 3c72659, 5p18908, 2678228, 2775333</i>	\$4000.00		\$2014.00	YES
STATE FARM ARLEN NORWOOD INS. AGENCY	YEARLY PREMIUM FOR FIDELITY BOND			\$90.00	YES
CENTRAL GAMING SVC	MACHINE MAINTENANCE: AUG/SEPT			\$99.00	YES
ANGELA WESTBROOK	REIMBURSEMENT FOR PRINTER INK			\$17.07	YES
Pre-Approval: Lawful Purpose Expenditures					
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)	
This report was presented to the organization by the gambling manager or other organization member.					
Signature, in ink:			Date: JULY 20, 2015		

TREASURER'S REPORT 07/20/2015

BEGINNING CHECKBOOK BALANCE 06/22/2015 **\$100,823.52**

INCOME RECEIVED SINCE 06/22/2015

Ice Fees \$1,101.51

Collection - Ice Fees \$86.38

Total Income **\$1,187.89**

EXPENSES PAID SINCE 06/22/2015

Sport NGIN - Annual Website Fee \$780.00

Pine City Civic Center - Hole Sponsorship \$100.00

Forest Lake Sports Center - STP Squirt and Peewee Ice \$2,590.00

West Bend Insurance - Amended policy for Fidelity Bond \$92.00

TOTAL EXPENSES **\$3,562.00**

ENDING CHECKBOOK BALANCE 07/20/2015 **\$98,449.41**

Concessions **\$18,527.21**

Total Assets **\$116,976.62**

PCYH Board Meeting

August 17th, 2015

Present: Justin, Brett, Bill, Jake, Lara, Geoff, Michelle Linnell, Eric Danielson, Amy and Jason Brouwer, Snuffy Smetana, Carrie and George Sell, Nick (7:16pm), Cody (7:07pm)

Absent: Bob

Justin called the meeting to order at 7:01

Minutes were approved. Motion by Bill, second by Jake.

Treasurer: Bob emailed the report to the board members. Lara made motion to accept, Bill second, motion carries.

Gambling: Angie sent reports with Brett. Motion was made to approve the reports by Cody, Brett seconds, motions carries.

Concessions: \$13,402.04 was deposited for the Fair concessions. Discussion to re0negotiate the pop prices.

Mite Coordinator: Jake went through the Mite Handbook that he has created. The Board made a few minor changes. Jake will update and have ready for registration. Cody made the motion to accept the handbook with the changes made, Nick second, motion carries.

No Presidents report.

Old Business:

Summer: Discussion to possibly move STP to later in the summer to get more participation.

Civic Center: Geoff stated they are planning to get ice in by September 28th. He is also looking to have some open ice times after school and in the evenings until the regular season starts.

Past due ice bills payments are still coming in.

Registration: On-line registration is up and running. Calendars and volunteer sheets need to be done in person.

Try-out schedule: Brett has secured times at both Forest Lake and Isanti. Grant will get 3 judges.

Tournaments: need to know levels of play so we can start looking for tournaments.

New Business:

Craig Moline, President of NBYH, was here to discuss a possible combination of teams at the Squirt and PW levels.

By-laws: Jake updated the by-laws. He noted that he looked at other youth hockey associations and made a clean document. He asks the Board to look it over and we will discuss it at the September regular meeting.

Vacant Board Position: With the resignation of Paul Kirby, PCYH has to fill the vacancy. Eric Danielson had ran for the board last spring. Lara made the motion to fill the vacancy with Eric Danielson, Nick seconds, motion carries.

Bill Aagaard will talk to Erik Hermanson to fill the vacancy for Mite Coordinator. We will still have a vacancy for ACE coordinator.

Meeting adjourned at 9:50pm

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date AUG 17, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F <div style="margin-left: 150px;">FOR JULY 2015</div>	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
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6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	For July, paid in Aug, 2015	\$4000.00		\$3497.00	yes
PAYROLL	For Aug, paid Sept 1st, 2015	\$3500.00		\$2894.55	yes
CURRIE PANGERL	<i>643.75 July gambling tax/ 259.75 year end audit</i> 2nd Qtr Payroll tax filing services	\$700.00		\$903.65 \$85.00	yes yes
TRIPLE CROWN	new inventory for Aug 2015	\$3500.00		\$2807.85	yes
HAROLDS MEATS	Paddleticket prizes for Aug 2015	\$3000.00		\$2760.00	yes
MN DEPT OF REVENUE	July 2015 Gambling Tax	\$3000.00		\$1941.00	yes
IRS	2nd Qtr Federal Payroll Tax 2nd Qtr Federal Unemployment Tax			\$2519.78 \$105.23	yes yes
MN DEPT OF REVENUE	2nd Qtr MN Unemployment Tax 2nd Qtr MN Withholding Tax			\$113.00 \$376.00	yes yes
CASH	<i>less games: 3m68725, 3m69034, 3c69136, 2802353, 3n55013</i>	\$4000.00		\$1589.50	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
<i>chucker's bowl & lounge</i>	<i>Rush City donation: pizza/pop/bowling</i>	<i>A7</i>	\$521.00	y

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: AUG 17, 2015

TREASURER'S REPORT 08/17/2015

BEGINNING CHECKBOOK BALANCE 07/20/2015 **\$98,449.41**

INCOME RECEIVED SINCE 07/20/2015

Ice Fees \$1,894.32

Collection - Ice Fees \$124.36

Squirt 3 X 3 Ice fee \$40.00

Restitution Payment - Rhonda Swanson \$50.00

Total Income **\$2,108.68**

EXPENSES PAID SINCE 07/20/2015

None

TOTAL EXPENSES

ENDING CHECKBOOK BALANCE 08/17/2015 **\$100,558.09**

Concessions **\$28,975.28**

Total Assets **\$129,533.37**

PCYH Special Board Meeting

September 14, 2015, 6pm

Present: Justin, Brett, Bill, Bob, Cody, Jake, Lara, Eric, Nick (6:30pm), Geoff, Michelle

Justin called the meeting to order at 6:03pm.

Old Business:

Civic Center: Geoff said they are still planning to have ice in early October. He has been opening the doors at night to cool off the inside of the building.

Registration: There are still a few skaters yet to register at all levels.

Try-out schedule: The tryout schedule for Saturday will be changing. The U10 girls and the PWs will swap times due to a FLAA game. It will now be:
Bantam/U10/Goalies/Squirts/PeeWee

Goalies: Mike Fabini came up with some goalie drills for try-outs and Brett did a score sheet. Geoff looked it over as he will be helping with the goalies as well.

Levels of play:

Squirts: B1 and C

PeeWee: A/B2

Discussion about waiving a few players to NB, motion was made by Cody to not have any waivers, second by Jake, Motion carries.

Bantams: A/B2

New Business:

Jake discussed the ice schedule. He has been working with Mark. Mite tune-up and learn to skate will be at different times. Nothing for mites earlier than 9am.

Try-outs: on ice Board members

Squirts: Brett, Bill, Nick

PeeWees: Justin, Brett, Bill

Bantams: Justin, Bill, Cody

Meeting was adjourned at 7:30pm

PCYH Board Meeting

September 21, 2015 @ Pine City Country Club

Present: Bob, Bill, Lara, Nick, Eric, Erik, Jake, Cody, Justin, Brett (7:36), Angie, Mike Carpenter, Michelle Linnell, Mike Winters, Ted Kraft and Cami Bobalik.

Just called meeting to order at 7:05pm

Minutes from the August 17 regular, and September 14th special meeting were sent to all via email. Motion was made by Jake/second by Cody. Approved.

Treasurer Report: Bob presented the report. Cody made motion to approve/Bill second. Approved. Justin asked about the balance in the concessions account. Bob also let us know that a former PCYH member has had his bankruptcy discharged. There is also a member who the collection agency would like to proceed into the courts. Bob would be checking into the fees to see if PCYH would be charged any additional fees to proceed. If not Lara made a motion to proceed, Jake second, motion carries.

Gambling: Angie presented the gambling report. Both actual and pre-approved allowable expenses were approved.

Angie also asked to change the site allocations as stated in her report. Cody made motion to the effect/Eric second, motion carries.

Concessions: Bill will have extra hotdogs and brats at Saturday's try-out.

Bill will work with Jake to figure out which weeks will be team weeks and which will be open for anyone to work in the concessions. Additional hours will be credited at \$5 per hour as in the past.

Mite Coordinator: Erik gave the report. He is preparing for the new skater/mite registration on October 5th. Wednesday November 11th will be the last day of learn to skate. We will need to have some board members there to register any skaters who want to become Mite "D" 's. Kids must register to continue skating. He has put an ad in the newspaper. Rented the bouncy house, Jake is making a banner for outside the arena. HS players will help with gear fittings. Lara has ordered jerseys. He will be looking for a Mite D manager and a team mom for each individual team.

Presidents meeting: Justin did not attend, but has been informed that all coaching staff will be required to attend a D10 meeting.

Pine City Civic Center: Ted Kraft and Cami Bobalik were present to request a letter of support for the Mighty Ducks Grant that the PCCCA is applying for. Jake makes motion to draft a letter of support/ Nick seconds, motion carries.

A second motion was made by Brett to give a \$5,000 donation to the PCCCA to be included in the funding request to show that it is a 2:1 request with multiple supporting entities. Lara seconds, motion carries.

Current season and future ice fees will be brought to the PCYH Board.

Mike Carpenter attended the meeting to say his son Jared would not be trying out because he has an injury and wanted to know what is the process when he is 100% ready to play. He was told that once he is ready to be evaluated, he would skate with both the bottom and the top team, the coaches at each level would evaluate him and discuss where they feel he should be playing, then the coaches would make a recommendation to the board. Then he would be placed on a team.

Discussed past ice bills and any that have been able to be collected on.

Discussed registration: next year we will need to find a different way to hand out calendars and collect on volunteer hours.

A mass email will be sent out to all of those participating in the upcoming try-outs with the location and times. Grant has secured judges, which will be paid \$300 each for the weekend.

Board members will be the only ones allowed to tally scores and determine teams, it will be a closed meeting as it has been in the past.

Tournaments: Cody will help find tournaments for the teams once we have determined the levels of play. He would also like to have tournaments in Pine City next year and advertise them in Let's Play Hockey.

New Business:

Jake revised the By-Laws and went over them section by section. He will make the changes suggested by the Board and email a clean copy to everyone for approval at the October meeting.

Meeting Adjourned at 9:37pm

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date SEPT 21, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F <div style="margin-left: 150px;">FOR AUGUST 2015</div>	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	For Aug, paid in Sept, 2015			\$3811.00	yes
PAYROLL	For Sept, paid Oct 1st, 2015	\$3500.00		\$2850.66	yes
CURRIE PANGERL	Sept tax filing services			\$623.50	yes
	fiscal year end services: 2014 tax file \$650 / audit \$3700			\$4025.00	yes
TRIPLE CROWN	new inventory for Aug 2015	\$3500.00		\$2453.70	yes
HAROLDS MEATS	Paddleticket prizes for Aug 2015	\$3000.00		\$2760.00	yes
MN DEPT OF REVENUE	July 2015 Gambling Tax			\$2053.00	yes
	JULY MN Payroll(withholding) Tax, pd in Aug			\$96.00	yes
IRS	JULY Federal Payroll Tax, pd in Aug (SS, Medicare, withholding taxes)			\$676.86	yes
CASH	loss games: 5r43266, 2y84416, 5m88500, 2775426	\$3000.00		\$697.00	yes
CENTRAL GAMING SERVICES	Oct/Nov machine maintenance (Chubby's)			\$99.00	yes
KANABEC PUBLICATIONS	2016 raffle calendar printing			\$2395.20	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: SEPT 14, 2015

TREASURER'S REPORT 09/21/2015

BEGINNING CHECKBOOK BALANCE 08/17/2015 **\$100,558.09**

INCOME RECEIVED SINCE 08/17/2015

Registration/Ice Fees \$27,584.14

Total Income **\$27,584.14**

EXPENSES PAID SINCE 08/17/2015

Currie Pangerl & Assoc. - 2nd quarter sales tax filing for concessions and 2014 filing for general \$612.75

Auto Owners Insurance - Commercial property coverage \$335.94

Chargeback for NSF check \$999.86

Best Rentals - Bouncy house for new skater registration \$192.38

Pine City Country Club - Food bill for registration \$550.00

TOTAL EXPENSES **\$2,690.93**

ENDING CHECKBOOK BALANCE 09/21/2015 **\$125,451.30**

Concessions **\$24,410.49**

Total Assets **\$149,861.79**

PCYH Regular Meeting

October 19, 2015, Pine City Country Club

A special meeting was held starting at 6:30 pm to go over proposed changes to the PCYH By-Laws. Those in attendance were: Brett Westbrook, Bill Aagaard, Eric Danielson, Geoff Jordan, Ryan Thole, Michelle Linnell, Angie Westbrook, Bob Root, Tom Lindblom, Lara Smetana, and Jake Sauter.

The By-laws were presented page by page and comments were taken.

The regular meeting was called to order at 7pm.

Absent Board members; Cody Youngbauer, Nick Rydberg arrived at 6:50pm, Eric Hermanson arrived at 7:15pm.

Brett asked to move the confirmation of Tom Lindblom to fill the vacant board seat as the first order of business. Motion made by Bob/ second by Jake, motion carries.

Jake updated all the changes to the By-laws as discussed. It was needed since the by-laws have not been updated since 2002. Motion was made by Bob to accept and approve the new by-laws, second by Jake, motion carries.

Open Forum- the question was asked by Ryan Thole as to what the violation of current policies entailed. Brett explained and noted an explanation had also been posted on the website for all members.

Krista Currie attended the meeting to present the annual financials to the board. There are two separate reports that Currie, Pangerl and Associates prepare for PCYH, Gambling and the general account which includes concessions. Motion was made by Jake and second by Bill to accept the report. Motion carries.

Minutes from the September 19th meeting were approved. Motion by Bill, second by Jake, motion carries.

Treasurer's Report: Bob presented the Treasurer's Report. Report was accepted and approved, motion by Tom, second by Bill. Motion carries.

Concessions: Bill reported that the Minnesota State sales tax was just paid. The Concessions stand is open for the season. He recommends transferring #13,304.50 to the general fund to reduce the amount of money on the concessions account.

It was also discussed to have a closing procedure for High School games, some discussion on there being extra food made close to the end of the shift and having left overs. Bill will determine what each referee/official would get from the concession per game.

Gambling: Angie presented the gambling report and the LG1004 expense report to the board. She asked the board to increase the gambling fund by \$350 to cover new games. Motion made by Nick/second by Eric. Motion carries.

All expenses reported on the LG1004 were approved individually.

Motion to accept the gambling report and the LG1004 was made by Tom/second by Bob. Motion approved.

Registration: Michelle gave us a list of needs for the current players and coaches registered. There are a few needs for the waived in players as well.

Ace Coordinator: A coach/manager meeting will be held at 8:15 on November 4th in the 7th grade house. This meeting is for all coaches and managers, items of discussion will be levels of play, Safesport, Concessions, manager expectations/info and any other topics.

Misc:

Thane Murphy sent a letter to PCYH requesting a donation for the Pink out the Rink event that the HS hockey team is hosting. Nick made a motion to donate \$500 to the cause. Tom second, motion carries.

There will be one last chance for any Mite D's to register on Saturday, November 7th from 9-11am.

Mite registrations were looked at: currently we have declared 2-B, 1-C, 1-U8, and 5 Mite D teams one of them which will be all girls (U6). If we get a few more there would be enough for a sixth Mite D team.

PCCCA- Geoff spoke on behalf of the arena. He said there is a new schedule on line where a person can go to a mobile version by clicking web version.

Coaches need to go thru Jake for booking additional ice.

Geoff would like to know about any scrimmages which are replacing regular practices and any others so he can ensure locker room space.

Managers can get Wi/Fi at the rink the password is pineice6788.

PCYH Board discussed the injured player/waived player process and will be working on an official written process in the near future. As for now we will go with past practice since we have a few this is currently effecting.

Meeting adjourned at 9:56pm.

Minnesota Lawful Gambling
LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date OCT 19, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 FOR AUGUST 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: ___ Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ___ Department of Revenue: Error corrections, tax bills, tax orders ___ IRS: Tax notices ___ Miscellaneous correspondence ___ Annual audit ___ Compliance review report ___ Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	For Sept, paid in Oct, 2015	\$4000.00			yes
PAYROLL	For Oct, paid Nov 1st, 2015	\$3500.00			yes
CURRIE PANGERL	Sept tax filing services			\$620.00	yes
TRIPLE CROWN	new inventory for Oct 2015	\$3500.00			yes
HAROLDS MEATS	Paddleticket prizes for Aug 2015	\$3000.00			yes
MN DEPT OF REVENUE	Sept 2015 Gambling Tax	\$2300.00			yes
	Sept MN Payroll(withholding) Tax, pd in Oct			\$105.00	yes
IRS	Sept Federal Payroll Tax, pd in Oct (SS, Medicare, withholding taxes)			\$740.90	yes
CASH	Start cash for loss games prior to next board meeting	\$3000.00			yes
AUTO OWNER'S INSURANCE	yearly work comp insurance policy renewal			\$1228.00	yes
MJ SPECIALTIES	yearly gambling storage shed rental			\$780.00	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: OCT 19, 2015

TREASURER'S REPORT 10/19/2015

BEGINNING CHECKBOOK BALANCE 09/21/2015 **\$125,451.30**

INCOME RECEIVED SINCE 09/21/2015

Registration/Ice Fees \$2,245.11

Total Income **\$2,245.11**

EXPENSES PAID SINCE 09/21/2015

Holiday - Ice for coolers at tryouts \$9.98

Forest Lake Sports Center - Tryout practice ice \$2,240.00

Pine City Civic Center \$5,000.00

Tryout evaluators \$900.00

Breezy Point Hockey - Tournament entry fee \$1,190.00

Kanabec Publications - Non numbered raffle calendars \$99.80

Lee's Pro Shop - Inv #207880, 207967, 208191, 208188, 208203 \$3,107.19

Pine City Pioneer - Ads for new skater registrarion \$117.00

USPS - Annual P.O. Box rental fee \$88.00

Kerry Colyer - Scrimmage Ref Fee \$59.00

TOTAL EXPENSES **\$12,810.97**

ENDING CHECKBOOK BALANCE 10/19/2015 **\$114,885.44**

Concessions **\$23,304.50**

Total Assets **\$138,189.94**

11.16.15 Gambling Report to the Board

1. Approval of OCTOBER 2015 LG1004- Actual Expenditures
(\$ amounts in italics- the other amounts have already been approved)
2. Approval of NOVEMBER 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. OCTOBER 30, 2015 BANK RECONCILIATION Report. Today's balance is \$35,992.71.
4. The required financial and inventory paperwork is being passed around for approval from SEPTEMBER 2015. (OCTOBER 2015 will be presented at the DECEMBER board meeting.)
5. I am passing around our ORGANIZATION ANNUAL REPORT from gambling control. We have received another FIVE STAR rating again for last fiscal year (meaning at least 50% of our gross profits were spent on lawful purposes expenditures (ice fee's, taxes, etc).
6. CALENDAR RAFFLE UPDATE: \$18,500.00 worth of raffle calendars have been passed out so far. If all are returned paid for, we would have a gross profit of \$13,500.00.

The following calendar ad fees are still outstanding.

- ~K&K CONCRETE \$50
- ~ALL SEASONS \$75
- ~MILK HOUSE \$75
- ~HERMAN INSURANCE \$50
- ~PIT STOP \$75

7. The Village Bar in Pine City is losing it's current gambling organization. We are working on getting them to sign on with us for gambling (they currently have both pull tabs and meat raffles). This would bring in similar revenues as the Rush City VFW (who currently provides 1/2 of our gambling revenue). This would be a great thing for PCYH (worth the extra work and taxes)! Any PCYH members stopping by and putting in a good work for us would be great.

8. BINGO: The board has already approved for us to try doing bingo &/or meat raffles at The Other Side in Rush City. We are looking at starting BINGO in Jan 2016. As of now, we are planning on every Friday at 5:30PM (during their happy hour in which they already have a regular, decent crowd). The bar has agreed to advertise on their own for this (3 week prior to the first date). I have also already found a couple hockey families willing to work the bingo occasion for credits (similar to what we do for meat raffles). I will be emailing the program out for the board's approval sometime soon (after bar owners approve), then send it into gambling control for approval as well. I'll also need start cash approved for this (I'll email the amount with the program for approval) as well.

9. As discussed and already approved last month, Paul Miller and I would like to thank our bars by providing some sort of Holiday gifts to them from PCYH this December. (Again, this especially might be helpful since we had several incidents the past couple months where meat raffle workers forget about their scheduled raffle and/or were very late and these bars unfortunately had to be very patient with us past month). These gifts can only lawfully be paid for out of the general account (not the gambling account). We were told, at last month's board meeting, to bring the board a more specific idea on what gifts we'd like to give. Here's what we'd like to give to our 3 largest sites:

VFW: One \$25.00 Applebee's gift card,
plus, 2 \$35-\$45 PCYH sweatshirts (purchased from Lee's) to bar managers
12 Heggies pizza gift certificates, from the VFW, to pass out at meat raffles for loyal patrons (\$126.00)

Froggy's: One \$25 gift certificate to bar owners
6 small Heggies pizza gift certificates, from Froggys, to pass out at meat raffles for loyal patrons (\$48.00)

Chubbys: One \$25.00 Applebee's gift card to bar owners

Cost of gifts: approximately \$310-50. As a business perspective, I don't think this is too much to ask considering the \$129,855.00 in lawful purpose expenses (primarily ice fees) that we were able to pay last year by having our gambling in these establishments! Thank you.

11.16.15 Gambling Report to the Board

PCYH Regular Board Meeting Minutes

November 16, 7pm in the warming house

In attendance: Brett Westbrook, Bill Aagaard, Bob Root, Geoff Jordan (Arena Manager), Erik Danielson, Tom Lindblom, Jake Sauter, Angie Westbrook (Gambling Manager), Lara Smetana, Nick Rydberg, Cody Youngbauer

Brett called the meeting to order at 7:03pm

Meeting minutes were sent out to all board members via email, Tom made motion to approve, Nick second. Motion carries. Suggestion was made to take out the arena password before posting on the website.

Brett called for open forum: no one was there with any matters

Gambling: Angie presented the report. The LG1004 was approved. Motion by Jake second by Bill to approve. The LG1004 for pre-approved expenses was approved. Motion made by Tom/ second by Cody.

The general gambling report was discussed and a motion made to approve the report was made by Tom, second by Bob. Motion carries.

Treasurer's Report: Bob presented the report. Motion made by Bill to approve, second by Cody. Motion carries. Discussion for the PCYH Association to pay one half the October ice fees for all Squirts thru Bantams. Motion made by Jake/ second by Brett. Motion carries. Angie will be adding a note to the bills and a message will be posted on the website letting people know that PCYH is paying half the fees for October.

Concessions: Bill reported that all the team weeks are decided and that the Mite D teams will be partnered up with another Mite team for their concession week.

Other: Thane Murphy approached PCYH wondering if we would be interested in purchasing used goalie equipment. The board was given information and pictures of the equipment. A motion was made by Bob to purchase the equipment for no more than \$650, Bill second, Motion carried.

Injured/waived skaters. The PCYH Board has had previous discussions on the topic. We will continue to iron out a revised policy. We will also be updating the Handbook in the coming months taking one chapter at a time starting in January 2016.

Terms: The PCYH Board is discussing the option of changing the terms of the directors to ensure we have more consistency in the turnover of directors. Currently, we have 4 directors up for re-election one year and 5 the next. We are considering making the terms three years long with three directors up each year. This will be consistent with the new by-laws that were adopted in October.

Picture night: The board discussed bringing in carpet or rubber mats for the floor since we have such a large group this year.

Scheduling: The Mites schedule will be ready to go late in the week. Jake will soon be taking over all the scheduling duties from Mark Gallik.

All the remaining needed paperwork from parents and coaches will be due on picture night.

Discussion to repair the warming house roof was had, the PCYH Board decided to hold off until we know what may be happening to the outside facilities in conjunction with the arena.

Meeting was adjourned at 8:47 pm.

Minnesota Lawful Gambling
LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date NOV 16, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 FOR SEPT 2015 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: <input checked="" type="checkbox"/> Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other ORGANIZATION ANNUAL REPORT 2015 - 5 STARS ___ Department of Revenue: Error corrections, tax bills, tax orders ___IRS: Tax notices ___Miscellaneous correspondence ___Annual audit ___Compliance review report ___Bingo program	Correspondence sent or received relating to the lawful gambling operations.

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses				
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount		Approved (Yes/No)
		Limit	OR Actual	
RENT	For Oct, paid in Nov, 2015	\$4000.00	1770.60	yes
PAYROLL	For Nov, paid Dec 1st, 2015	\$3500.00	2783.55	yes
CURRIE PANGERL	Oct tax filing services 3rd Qtr tax file fee	\$700.00	812.75 85.00	yes
TRIPLE CROWN	new inventory for Nov 2015	\$3500.00	2966.76	yes
HAROLDS MEATS	Paddleticket prizes for Nov 2015	\$3000.00	2560.00	yes
MN DEPT OF REVENUE	OCT 2015 Gambling Tax Oct MN Payroll(withholding) Tax, pd in Nov	\$1500.00	1218.00	yes
			94.00	yes
IRS	Oct Federal Payroll Tax, pd in Nov (SS, Medicare, withholding taxes)		701.68	yes
MN DEPT OF REVENUE	3rd Qtr MN UI fund		103.00	yes
CASH	<i>loss games: 3t51191, 3m68708, 4x11760, 106717, 3u12231, 3v85755, 706842, 3r75052 start cash: \$400 for new winter \$1 game at Chuckers</i>	\$3000.00	2179.00	yes
			400.00	yes
<i>Harland Clarke Checks</i>	<i>deposit slips</i>		54.30	yes

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
<i>Mn Gambling Control</i>	<i>permit application for The Village Bar</i>		<i>\$150.00</i>	<i>yes</i>

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: NOV 16, 2015

TREASURER'S REPORT 11/16/2015

BEGINNING CHECKBOOK BALANCE 10/19/2015 **\$114,885.44**

INCOME RECEIVED SINCE 10/19/2015

Registration/Ice Fees \$3,331.94

Concession Transfer \$13,304.50

Total Income **\$16,636.44**

EXPENSES PAID SINCE 10/19/2015

State of Minnesota - Annual reporting fee \$75.00

Currie Pangerl & Associates - Prep of annual report \$579.00

Pine City Civic Center - October Ice \$12,740.00

Rush Printing - School flyers \$214.51

Tournament entry fees \$8,480.00

Registration reimbursements - Iverson and Louden \$300.00

Lee's Pro Shop - Inv #208285, 208343, 208508, 208659,
208828, 208924, 209009, 209014, 209193 \$6,058.79

Return of Deposited Item \$225.00

TOTAL EXPENSES **\$28,672.30**

ENDING CHECKBOOK BALANCE 11/16/2015 **\$102,849.58**

Concessions **\$9,693.57**

Total Assets **\$112,543.15**

December 22, 2015 PCYH Board Meeting Minutes

Attendance: Brett Westbrook, Nick Rydberg, Eric Danielson, Jacob Sauter, Geoff Jordan (PCCC Manager), Lara Smetana, Angie Westbrook (Gambling Manager), Bob Root, Cody Youngbauer, Erik Hermanson (Mite Coordinator), Bill Aagaard (7:11pm), Tome Lindblom (7:08pm)

Members: Luke Hegge, Luke Anderson

Meeting was called to order by Brett Westbrook at 7:02 pm

Additions were made to the agenda.

Minutes: Cody made motion to approve minutes from the November meeting, Bob second, motion carries.

Open Forum: Luke Hegge asked if his younger son could move from Mite D to Mite C to help out with his family situation. He explained that he had been having him skate during practices and one game with the Mite C team.

Registrar has posted a list of those who will be redlined on December 31st if they do not complete the required classes, paperwork or modules.

Gambling report: Angie presented the LG1004 for the November/October expenses, motion was made by Lara, second by Bill to approve the actual expenses. Motion carries. The LG1004 for the November/December pre-approved expenses were presented by Angie. Tom made Motion to approve, Eric second, motion carries.

Angie discussed her written gambling report for the month of December. Action items included: Pull tabs at the Village Inn in Pine City, Bingo added to the Other Side in Rush City, Rush City donation to the RCHS Hockey players. Motion made by Bob, second by Cody to approve items as presented by Angie.

Treasurer Report: Bob gave the treasurer's report. He include additional information provided by D10 on fees and costs including, referees, tournaments, D10 league fees, etc. We are currently showing a shortfall between actual costs and what we are currently collecting for registration fees. A motion was made to accept the treasurer's report by Bill, second by Eric. Motion carries.

An anonymous \$50 donation was made by a PCYH member in the purpose to help another PCYH member in good standing with their ice fees. A motion was made by Bob to apply the donation to the current fees for Tommy Ryan, the motion was second by Jacob, motion carries.

Concessions: Bill reported that the concessions are going well and all teams are filling shifts as required. There have been some questions but everything has been worked out. Hot pulled pork sandwiches have been added to the menu. And Candy canes were handed out to the Mites at their practices before Christmas.

An additional \$500 was given to the Camo up to Cancer event from the proceeds of the concessions stand the night of the event. A text was sent out to board members that evening asking to approve the donation. It was approved.

SafeSport: There was an incident in the locker rooms one evening between a goalie clinic and a practice. The mother of one of the players involved has contacted D10 and in turn Brett was contacted by the SafeSport person from D10. We are currently in the process of revising the PCYH Handbook and will advise D10 of our process for addressing their concerns. Eric will search for language in regards to player/parent code of conduct and bring it to the meeting in January.

Shooting Station: PCYH needs to make an effort to enforce the rules in regards to the shooting station and the area around it. The board discussed the wording for a sign and Jake will have one made to put up in the area. The rules will also be communicated to the teams and put on the website. As of January, if the rules are not followed a player(s) may be taken out of playing in games. Coaches will be asked to read the rules to the entire team before a practice.

Mite Coordinator: In regards to the request by Luke Hegge discussion was had and at the meeting the decision was made to leave him on the D team. Within a few days after the meeting more information was given and further discussion was had. The decision was changed to allow the younger Hegge boy to play on the Mite C team.

Discussion was to start in regards to the move-up/injury try-out process. That discussion was tabled because the Board has decided to revise the entire handbook over the next few months in preparation to bring it to the membership at the annual meeting in the spring. Everyone was instructed to read the current handbook and have items ready for discussion starting in January.

Civic Center: Geoff reported that they have installed Direct TV, New water fountains, and a new sound system is being installed in the coming days. A financial donation was made by the Pine Pond Hockey for these projects.

Rink Rat Day will be December 27th

PCYH Day will be January 29th

Meeting was adjourned at 9:06pm.

Next meeting will be Monday, January 18, 7pm at the Civic Center.

12.22.15 Gambling Report to the Board

1. Approval of NOVEMBER 2015 LG1004- Actual Expenditures (amounts in italics – other amounts have already been approved)
2. Approval of DECEMBER 2015 LG1004- Projected Expenditures/Lawful Purpose Expenses
3. NOVEMBER 30, 2015 BANK RECONCILIATION Report. Today's balance is \$62,274.34.
4. The required financial and inventory paperwork is being passed around for approval from OCTOBER 2015. (NOVEMBER 2015, which was just completed, will be presented at the JANUARY board meeting.)
6. CALENDAR RAFFLE UPDATE: We still have \$2560.00 in late/missing raffle calendar tickets out of the \$19,200.00 worth of raffle calendars have been passed out (we passed out every single calendar that was printed this year- a first). I've called each one of these families to remind them to get their tickets/\$ in ASAP (& put a sign up at the rink from the families I have not heard back from yet). Any ticket left unpaid for, that is not in my possession, as of 12/31, will need to get paid for by the general account (a heads up to Bob that I will need to connect with him on the 31st and most likely get a check from him for anything unaccounted for).
7. THE VILLAGE: As you all know, we will be starting up gambling at The Village in Pine City on 1/1/2016. It was a little hairy, but we were able to get our application approved by both the city and gambling control just in the nick of time and should have our permit by the end of Dec (effective for 1/1). My plan is to purchase the equipment that is already there from the Hinckley Flames (much cheaper and easier than purchasing all new equipment). It is all very reasonably priced and in good or close to new condition (money drawer- with 3 draws for pull tab cash, safe for start cash/deposits, a driver's license reader that's still under warranty, clear pull tab cases/boxes for pull tab games in play with flare holders). \$525.00 is needed to make these purchases (included on LG1004). The paddlewheel (used for meat raffles) will be sold back to Triple Crown Gaming and in turn told to us on the first of the year and will just remain on site. We are adding 2 meat raffles each week from this site: 6pm Friday's and 3pm Sunday's that we will need workers for. I have January scheduled, but am a little worried about filling these spots in the future (especially come summer/camping/cabin season). I will likely need to recruit more families to work these. I need \$1200.00 approved for new start bank cash for this site for: \$400 for each of the 3 \$1 games in play plus another \$400 to have a reserve cash bank in our safe on site for the games that lose money (also included on LG1004).
8. BINGO/THE OTHER SIDE: Bingo will start at The Other Side on 1/8 at 530pm. Dawn Hansen from Rush City is planning on working these (I will work the first couple with her to make sure things go well) and Tracie/Marc Ferris plan on training in to help out on occasion too. I would like to recruit families to help with this too (as I'm sure Dawn, the Ferris' and myself won't always be available to work them all). The bingo program is being passed around for the board's approval. I also need \$1000.00 start bank cash approved for this new game as well.
9. RUSH CITY DONATION: It's required by the state that PCYH donates 50% of our Rush City profits back to the Rush City community in some way. Some of our past Rush City donations have included: pizza/bowling at Chucker's Bowl for youth hockey at registration, a small donation to the Rush City Athletic Club for Summer Rec, and a donation to the Rush City Park board to build the outdoor hockey rink. However, we primarily do this in a large donation to the Rush City Schools. Profits are up making our required yearly donation the highest it's been. According to Rush City profits calculated as of the end of Nov 2015, our remaining donation amount should be \$11,393.87. Once we figure in Dec 2015 calculations, this # could yet go up or down (I am passing around our schedule worksheet so that you can see how this is calculated and how this amount can vary both up and down depending upon the month). I would like a \$10,000 donation to the Rush City Schools approved (included on LG1004), for now, if we have any remaining amount left to donate for 2015 and can make another donation later if needed.
10. YEAR END AUDIT: Bill Aagaard, Lisa Hodena (w/another adult), Traci/Marc Ferris, Krista Steele and myself will be working our required year-end audit on New Year's Day Audit. We can get by with 6 bodies, but if anyone else was interested in helping for credits, we could absolutely use them. Please ask around for me or let me know if you'd like to help! Every pull tab in play, every game on the shelf and every \$ in our start banks and cash drawers must be counted (& submitted to state). It takes the majority of the day (so, the more folks helping, the quicker/easier it gets done). We will start at the VFW in Rush city in the morning and work our way around to all the sites throughout the day.
11. COMPLIANCE REVIEW: Our gambling organization is in the middle of a compliance review by gambling control. We have not had one of these reviews done since 2011, I believe. The letter from the GCB regarding this is being passed around to the board (required). I have either emailed or hand delivered all the forms and requested documents to Brian Holcomb, our compliance specialist. We should hopefully have the results of this audit by the end of the month/year. I am a little worried about those late meat raffle deposits I spoke to the board about at November's board meeting. Many organizations get fined for those. I am crossing my fingers that he will have mercy on us because of the action I immediately took regarding the situation (being forth-coming to the board about it, documenting it in our meeting minutes, and making each one of our gambling employees sign contracts stating they understand their expectations for gambling regulations, including making all deposits within four business days).
12. FUND LOSS: We finally have approval from the Gambling Control Board regarding to allow a fund loss (write off) from the theft of \$501.00 that occurred Chucker's Bowl this past summer. It's very rare they approve these requests (because they always find fault in something we've done to prevent the theft) so we know we were doing somethings correctly.
13. CONTINUING EDUCATION: I have completed my yearly requirement, as gambling manager, for continuing education by attending a state gambling class on 12/16/15.

12.22.15 Gambling Report to the Board

LG1004 Monthly Gambling Report to Members

Minnesota Statutes 349.19, Subdivisions 3 and 5 and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.

Organization PINE CITY YOUTH HOCKEY Meeting date DEC 22, 2015.

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. G1 Lawful Gambling Monthly Tax Return with the following: <input checked="" type="checkbox"/> Schedule A <input checked="" type="checkbox"/> Schedule B2 <input checked="" type="checkbox"/> Schedule C <input checked="" type="checkbox"/> Schedule F <div style="margin-left: 150px;">FOR OCT 2015</div>	<ul style="list-style-type: none"> • Gross receipts • Dollar amount of all prizes paid out • Total value of all merchandise prizes awarded from each form of gambling conducted • Lawful purpose expenditures • Profit carryover reconciliation
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory
5. Copy of itemized bank statement reconciliation (Schedule F)	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report	Any fund loss discovered during the month.
7. Correspondence and other documents: <input checked="" type="checkbox"/> Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other <input type="checkbox"/> Department of Revenue: Error corrections, tax bills, tax orders <input type="checkbox"/> IRS: Tax notices <input type="checkbox"/> Miscellaneous correspondence <input type="checkbox"/> Annual audit <input type="checkbox"/> Compliance review report <input checked="" type="checkbox"/> Bingo program New Bingo program for The Other Side Bar	Correspondence sent or received relating to the lawful gambling operations. 1. Fund loss approval 2. Compliance review notification

LG1004 Monthly Gambling Report to Members

Authorization of Expenditures

Minnesota Statutes 349.15, subdivision 1 requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

Pre-Approval: Allowable Expenses					
Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount			Approved (Yes/No)
		Limit	OR	Actual	
RENT	For Nov, paid in DEC, 2015			3370.40	yes
PAYROLL	For Dec, paid Jan 1st, 2016	3500.00		3500.00	yes
CURRIE PANGERL	Nov tax filing services			564.00	yes
TRIPLE CROWN	new inventory for Dec 2015			3551.20	yes
HAROLDS MEATS	Paddleticket prizes for Nov 2015	3000.00		3000.00	yes
MN DEPT OF REVENUE	NOV 2015 Gambling Tax			2125.00	yes
	Nov MN Payroll(withholding) Tax, pd in Dec			98.00	yes
IRS	Nov Federal Payroll Tax, pd in Dec (SS, Medicare, withholding taxes)			706.78	yes
HINCKLEY FLAMES	Gambling equipment for The Village			525.00	yes
CASH	49564977, 49588214, 3069162, 3736023, 49511748,	3000.00		3000.00	yes
	49564878, 39712228, 2759564, 49565053			2200.00	
Harland Clarke Checks	deposit slips			54.30	yes
Angela Westbrook	reibusment for supplies: postage, ink, & padlock for calendar box			68.29	

Pre-Approval: Lawful Purpose Expenditures				
Payee	Brief explanation of the purpose for each expenditure	LPE code	\$ amount	Approved (Yes/No)
Rush City Schools	Annual donation (as part of our 50% contribution)	A4	10,000.00	yes

This report was presented to the organization by the gambling manager or other organization member.
Signature, in ink: _____ Date: NOV 16, 2015

TREASURER'S REPORT 12/22/2015

BEGINNING CHECKBOOK BALANCE 11/16/2015 **\$102,849.58**

INCOME RECEIVED SINCE 11/16/2015

Registration/Ice Fees \$2,127.02

Wreath Sales \$11,760.00

Donation Income \$50.00

Total Income **\$13,937.02**

EXPENSES PAID SINCE 11/16/2015

VFW Rush City - Pizza for raffle \$132.00

Wal Mart - Applebees Cift Cards \$75.00

Pine City Civic Center - November Ice \$11,830.00

Cross Lake Storage - Bell Ringer Tower \$120.00

Tournament entry fees \$7,635.00

Registration reimbursements - Papin & Belau \$260.00

Lee's Pro Shop - Inv #209365, 209413, 209499, 209634,
209661, 209631, 209953, 209959, 210045, 210115, 210239
210297, 210322, 210352, 210464, 210710 \$9,464.47

District 10 - Peewee B1 Reschedule Fee \$150.00

Deb Murphy - Goalie Pad Purchase \$650.00

Skate - Annual Membership Fee \$250.00

Booster Club Donation - Camo vs Cancer \$500.00

NSF Chargeback - Genereau \$25.00

Michelle Linnell - Reimbursement for Supplies \$102.64

Cohasset Evergreens - Christmas Wreaths	\$7,030.96
<u>TOTAL EXPENSES</u>	\$38,225.07
<u>ENDING CHECKBOOK BALANCE 12/22/2015</u>	<u>\$78,561.53</u>
<u>Concessions</u>	\$12,301.37
<u>Total Assets</u>	<u>\$90,862.90</u>

2015 YEAR END CHARITABLE GAMBLING REPORT

2014 ASSETS, LIABILITIES & PROFIT CARRYOVER

2014 liabilities carryover	\$56,661.84
2014 equity carryover	<\$22,333.00>
	\$34,328.84

2015 Gambling Revenue/Income

Pull Tab Revenue	\$1,355,035.00
Tipboard Revenue	\$ 1,800.00
Raffle Revenue	\$ 16,840.00
Paddleticket Revenue	\$ 48,930.00
Interest/Other Income	\$ 3,175.00
	\$1,425,780.00

2015 Gambling Prizes Paid

Pull tab Prizes Paid	\$1,141,727.00
Tipboard Prizes Paid	\$ 1,200.00
Raffle Prizes Paid	\$ 5,000.00
Paddleticket Prizes Paid	\$ 32,640.00
	<\$1,180,567.00>

2015 GROSS PROFIT \$245,213.00

2015 Operational Expenses (Overhead costs)

Gambling Products (inventory/games, equipment & it's maintenance)	\$33,201.46
Insurance/compensation	\$49,463.53
Rent paid to gambling sites	\$41,457.55
Accounting/Legal	\$13,456.90
Other/Misc. allowable expenses	\$ 4,553.16
	<\$142,132.60>

2015 NET ORDINARY INCOME

(=including profit carry over from 2014)

+ \$103,080.40
= \$137,409.24 TOTAL

Where did we spend that \$137,409.24?

2015 LAWFUL PURPOSE DONATIONS/EXPENSES

Pine City Civic Center- ice fees	\$45,965.00	
Pine City Civic Center- open hockey/skating	\$3,000.00	
Rush City Schools	\$10,000.00	
Other approved charitable donations (Rush City Sports Club, Pizza/Bowling registration event)	\$2556.49	
Required State Fees and Taxes	\$47,805.00	
	→	<\$109,326.49>

2015 ASSETS, LIABILITIES, PROFIT CARRYOVER

2015 Equity	\$28,082.75
2015 Assets & Liabilities (additional start banks, incoming revenue, taxes due)	\$30,940.00
	\$59,022.75
	carry-over to 2016

2015 YEAR END CHARITABLE GAMBLING REPORT