

Meeting Minutes

Pine City Youth Hockey Board Meeting

July 17, 2017 at 6:30pm at the Pine City Country Club

In attendance: Marco Schisano (pres.), Eric Danielson (VP), Krissy Valvoda (Treas.), Jenny Rydberg (Sec.), Lara Smetana, Bill Aagaard, Seth Sauter, Joe Duclos, Angie Westbrook, Paul Kirby, Kelly Gribauval

President Marco called the meeting to order at 6:30 pm.

Agenda was reviewed for additions and/or deletions – motion made by Kirby to approve the July 17, 2017 agenda as presented, Joe seconded the motion – Motion carried.

Meeting Minutes were reviewed from June. Lara made a motion to accept the June 2017 meeting minutes, Joe seconded the motion – Motion carried.

Open Forum – Board opened the floor up for open forum. Mike Winters expressed interest in attending the July board meeting but was unable to attend. (Open Forum later in the meeting)

Gambling – LG1004 for May/June actual expenditures were reviewed. Joe made a motion to approve the actual expenses shown on LG1004 for May/June, Lara seconded. Marco questioned the shortages and confirmed that the shortages were/will be reflected from Chubbies Rent – Angie explained that part of their shortages came out of last month's rent and the remainder came out this month. Motion carried to approve LG1004 May/June actual expenses.

LG1004 July/August pre-approved expense report was reviewed. Joe made a motion to approve the LG1004 pre-approved expense report for July/August, Bill seconded – motion carried unanimously.

The general gambling report was given by Angie. The general gambling report included:

- Bank reconciliation,
- Passed around required financial and inventory paperwork from May, 2017,
- Calendar Raffle status,
- Fiscal Year-end audit by Currie, Pangrel, Chubbies
- Cash Shortages update,
- Rush City Contributions overview and summary,
- Floppie Crappie's bar owner has requested PCYH to take them in as a gambling site. Board discussed pros and cons. Angie will look into if the bar will share their current gambling volume so the board can further analyze and make an educated decision.

Seth inquired the status of payment to Rush Printing – Angie was out of town, check is cut but was not been mailed – will be mailed immediately. Seth stated our second order for parade/info cards will be \$233 and can expect an invoice soon.

Marco requested reimbursement for postage to mail past due ice fees/collection letters – total postage as \$67.74.

Bill made a motion to approve the July General Gambling report, Lara seconded – motion carried.

Treasurer's Report was given by Krissy. The balance in the general account is \$54,868.49; which includes the balance in the concessions. Bill made a motion to approve the 7/17/17 PCYH Treasury report, Seth seconded the motion – motion carried.

Review of past due accounts –

Krissy gave a report of the accounts sent to the Law Firms and explained specific accounts that were paid in full and accounts that have been exhausted.

Payment Plan Requests –

There were four payment plans submitted to Marco for consideration. The board reviewed, discussed and approved the following plans:

Payment plan 1:

Marco made a motion that all gambling earnings will be turned over to PCYH towards past due ice fees, in addition the family will pay a minimum of \$50/month on or before the 20th of each month.

Registration fees will need to be paid at the time of registration.

Lara seconded the motion – motion carried.

Payment plan 2:

Joe made a motion that all gambling earnings will be turned over to PCYH towards past due ice fees, in additional the family will pay a minimum of \$50/month on or before the 20th of each month.

Kirby seconded the motion – motion carried.

Payment plan 3:

Kirby made a motion to accept three payments every two weeks as listed below:

1st payment: \$150

2nd payment: \$150

3rd payment: \$178

Bill seconded the motion – motion carried

Payment plan 4:

Seth made a motion that the family will make an up-front payment of \$150, following the up-front payment, the family will pay a minimum of \$100/month on or before the 20th of each month.

Registration fees will need to be paid at the time of registration.

Joe seconded the motion – motion carried.

Any additional payment plans must be submitted to Marco on or before August 11th for board consideration. If we do not receive a payment plan before the August 11th deadline, past due ice fees need to be \$200 or less per family in order to register for the 2017-18 season, as approved by the board during the June, 2017 board meeting.

President report –

D10 – Marco was unable to attend the District 10 Presidents meeting; however, passed out and reviewed an outline of the rule changes.

Kelly Gribauval (PCYH Registrar) covered the registration changes. D10 no longer will require the Code of Conduct and the Consent to Treat forms. It was mentioned that PCYH may want to implement a similar form; however, similar language is currently in PCYH's Policies and Procedures Handbook if it becomes necessary to take action on a player.

Kelly, as registrar, can no longer add a coach to a team.

Reviewed the schedule for the Mandatory Coaches Meeting. These meetings are required for each team Squirt C – Bantam AA and U10B – U15A. If any coaches fail to attend, there will be fines charged to the association. Discussed we need to have clear communication to coaches and managers to assure we are in compliance. A Coaches/Managers meeting will be scheduled for the first Saturday of tryouts, on September 30, 2017. The meeting will be held in the ALC rooms at the rink (Kelly will reserve). Communications regarding meeting and requirements will also go out by email and be posted on the PCYH website.

Kelly suggested we should have Safe Sport signage at the rink. It will be required that we have locker room monitors. Locker rooms will also be required to be locked during games.

Open Forum –

Dominic Perrault discussed that the Girls Dragon Booster Club and PCYH Girls Committee are covering the same ground and expressed to the board and the Girls coordinator the need for the two groups to join forces. (Dominic left shortly after speaking, approx. 8:10pm)

Estimated Seasonal Player Costs per Level –

Marco presented an updated “Estimated Seasonal Player Costs Per Level” spreadsheet – board reviewed and discussed – overall board expressed the spreadsheet will be a useful tool for families.

Credit/Volunteer Policy –

Reviewed an example from Spring Lake Park Youth Hockey Volunteer program. Also reviewed their payment options that are given to families and discussed implementing similar plans for PCYH families. Board discussed different volunteer options and ideas.

Kirby made a motion beginning with the 2017-18 season the PCYH Association Volunteer Policy will be as follows:

A volunteer deposit of \$150 per child, not to exceed \$400 per family, is required and must be submitted at registration. The volunteer deposit will cover:

- Team week in the concession stand and
- 5 events (each event will differ in nature) to be fulfilled on or before the end of the year banquet.

Eric seconded the motion – motion carried unanimously.

*Events will be defined during the August PCYH Board meeting.

Tournaments – update from Seth

Seth indicated the fees are up \$25 from what was listed on the agenda and are shown below:

- a. U10, Oct 28-29, \$625
- b. Squirt B, Nov. 18-19, \$625
- c. Mite B, Dec. 9-10, \$550
- d. PeeWee B, Jan 13-14, \$725

Seth reported that all of the proposed tournaments are listed in “Let’s Play Hockey”

It was suggested that we need to have a drop out date. Discussed and decided that our drop out date should be before the October 26th Schedulers meeting. Drop out date will be October 23, 2017.

Suggested that we contact/email presidents with a list of our tournaments to distribute to associations. Question: Do we need to have EMT’s on site during each tournament? Marco will ask District 10. If so, discussed if that is association contribution or Civic Center.

Concessions and Fair Report -

Bill passed around the Fair Concessions sign-up sheet for board review. Still lots of Saturday and some Friday/Sunday slots available.

Mentioned we may need to fix the hole on the floor in front of the popcorn machine. We need 8 tables for the fair concessions – board members should have enough tables.

Board will meet at 6pm on July 31st to set-up for the Fair.

Bill has Coke and Chris' lined up for the fair and the Ice is being donated.

Bill explained the need of having a Board Member each night at the fair and the board member's responsibilities. Currently Bill and Eric have the nights covered but opened up the opportunity for other board members to volunteer.

Calendars –

Calendars have been ordered. Slightly over half of the sponsor donations have been collected (collections to date are adequate to cover costs of printing the calendars). Bill and Joe will continue to collect the remaining donations.

(Joe left approx. 9:10pm)

Parades –

Positive feedback from the Corn and Clover parade – decent turnout and kids had fun.

Chisago County parade is coming up Saturday, July 22nd. PCYH is Float # 51. No one has volunteered to float yet but the float should be lined up at 1:30pm. Kids should be there no later than 2:45pm, parade starts at 3pm.

Tim Tracy has volunteered to drive the PCYH float for the Pine City parade.

Girls – update from Seth

D10 Girls meeting recap

During the meeting there was discussion on stealing ice, concerns regarding high school teams pulling from the U15 teams.

Pine City is listed as co-op'd with Cambridge/Isanti/Mora.

PCYH Ice Scheduler – Angie

Marco pointed out that the board should decide on her compensation.

Angie expressed that she would very much appreciate a mentor. Identified past Ice Schedulers that could mentor her this season. It was suggested that we research other districts and what the ice scheduler is compensated.

SportsEngine

Krissy has paid SportsEngine \$500 to upgrade our website to be mobile responsive. Krissy reported that SportsEngine should be currently upgrading our website – SE indicated that we should be up and running within two weeks.

Discussed board members testing the mobile power pay for registration.

Krissy will work with SLP and SportsEngine to set-up payment plan options for Ice Fees to be spread out over 4-5 installments.

Try-out Practices – tabled until August PCYH Board meeting

Player Equipment – tabled until August PCYH Board meeting

Outside Rinks – Tabled until August PCYH Board meeting.

Registration:

Chuckers – Sunday, August 13th 3-5, Board Members need to be there at 2pm for set-up

PC Country Club – Thursday, August 17th 6-8, Board Members need to be there at 5pm for set-up

Registration Table line-up:

1st – Marco/Eric – Payment Plans/Collections

2nd – Registration – Lara, Krissy and Jenny

3rd – Calendars – Angie and Joe

4th – Volunteer – Bill

5th – Coaches/Managers – Kirby

6th – Kelly G. – USA Hockey/Forms

Lara mentioned National Night out – August 1st at the Robinson Park (Dragon Hockey serves popcorn) on come help if available.

Joe made a motion to adjourn the meeting at 9:41pm, Kirby seconded the motion – Motion Carried!