

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: Raven Stream Elementary
Wednesday, May 11th, 2022, 7:00 P.M.

Meeting called to order at 7:09 p.m.

ATTENDANCE:

NPHA Board

President	Sam Blank	present
Interim Vice President	Jason Olson	present
Secretary/Registrar	Miranda Vertnik	present
Interim Treasurer	Kristina Malecha	present
Manager Director	Sara Westing	present
Communication Director	Jess Snyder	present
Interim Board Member at Large	Thomas Gallagher	present
Interim Board Member at Large	Aaron Lindholm	present
Fundraising Director	VACANT	

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	absent
Ice Time Coordinator	VACANT	
HDC Coordinator	Tim Applen	present
Volunteer Coordinator	Aimee Bombardo	absent
Concessions Coordinator	VACANT	
Mite/8U Coordinator	VACANT	
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	VACANT	
Sponsorship Coordinator	Tara Stutheitt	absent
Safe Sport Coordinator	Chelsea Casey	absent
Clothing & Apparel Coordinator	Amanda Will	absent
Recruitment & Retention Coord	VACANT	
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Sarah Donovan	absent

Others present: N/A

I. REPORTS

- Secretary's Report (Miranda Vertnik):** Miranda shared the Meeting Minutes for April 2022 with the Board on April 22nd. There were no revisions suggested by any Board members. A motion was made by Jason to approve the April 2022 Meeting Minutes, which was seconded by Tom. Motion carried 5-0 (with three Board members absent at the time of the vote). Miranda will post the April 2022 Meeting Minutes to the NPHA website.
- Treasurer's Report (Kristina Malecha):** The April 2022 Treasurer's Report was shared with the Board on May 9th. As noted last month, the association came in under budget overall

this season – that includes both for income and expenses. Unfortunately, the amount the association came in under budget for income was greater than the amount we came in under budget for expenses and the Board is in the process of setting the budget for the 2022-23 season. Part of that discussion includes looking at increasing our skater fees. The Board had discussed the need to increase skater fees the past two years, but in light of the pandemic, chose to delay the necessary increases. Kristina reported that we have four families with outstanding balances from the season, she has been in communication with all of them (one player has aged out of the association, so we likely will not see that money owed). It will be made clear to the other families that they will be unable to register for the upcoming season until their balances are cleared. Payment was made for our ice scheduling software and the deposit was made from the money the association made for the end of the year Beer Bash fundraiser (deposit was for approximately \$8k, expenses were noted to be approximately \$2k. A motion was made by Miranda to approve the April 2022 Treasurer's Report, which was seconded by Jess. Motion carried 6-0 (with two Board members absent for the vote).

3. **Gambling Report (Nate Borwege):** Nate was absent for the meeting and was unable to provide the Board with the April 2022 Gambling Report prior to the meeting. He will send that information over to the Board later this week for review. The information will be recorded in the June 2022 meeting minutes.

II. OLD BUSINESS

1. **Appointment of Interim Board Members:** It was determined that Aaron will serve as an Interim Board Member at Large in place of the Past Board Member position that is vacant. We are still in need of a Fundraising Director this season, whomever fills this role will be trained in by Brian V who held the position for several terms. Discussion was then given to the role of the Disciplinary Committee, which will be held by Sara, Tom, and Aaron.
2. **Approval of open Coordinator positions:**
 - i. **Ice Time Coordinator:** We will be connecting with Tyler K (who served as the ITC for several seasons) to see if he can take this role this year and work with the ice scheduling service we plan to set up for this season. He would be the liaison in charge of outlining the ice time needs of the association for the scheduling service. Because this will be our first year working with the scheduling service, this position will still hold a compensation stipend for this season as we see how things go with the new scheduling provider.
 - ii. **Mite Coordinator:** We have two applicants who have indicated their interest in being Co-Coordinators in this position. This will be presented to the HDC for their feedback/recommendation since that position is written in the Handbook to come with the recommendation of the HDC.
 - iii. **Concession Stand Coordinator:** No formal applicants at this time, we will be reaching out to members to find someone to take on this role.
 - iv. **Tournament Coordinator:** No applicants at this time, however, it was learned at this meeting that Lauren H (who held the position last year) may not be moving away as had been discussed before, we will reach out to her to see if she is still interested in this position.
3. **Approval of HDC Membership:** The HDC provided a recommendation to the Board that the following individuals be approved to serve positions on the HDC: Torey Zehnder; Ryan Drazan;

Nathan Zebro; Jeff Eidem; Anthony Anderson; and Eric Fiala. This leaves two open positions on the HDC and the HDC would like to include some of the applicants who were not selected on some tasks and see how they perform as they may be asked to reapply to the HDC at a later date if appropriate. The Board discussed the HDC's recommendations over the course of a week and on May 7th a motion was made by Jess via email to approve the HDC appointments as recommended by the HDC, which was seconded by Miranda. Motion carried 6-2.

4. **Off-Season Planning**

- i. **Jersey Fitting** – Our Jersey Fitting Event is scheduled for June 23rd from 5-8pm at the Community Center lobby. We will plan to have iPads and/or laptops available for families to immediately place with jersey order with Westwood at the fitting event. Jess has sent out a communication with the jersey fitting information to the association.
- ii. **Petition deadline** – Jess sent out a reminder sent to the association regarding the 6/1 deadline. Thus far, we have received four petitions out of the estimated 10 that we might be anticipating this season based on grade eligibility. We may send out a final reminder a couple days prior to the deadline. The deadline is set for 6/1 because the HDC needs time to review the petitions and submit their recommendations to the Board before the June Board meeting. Petitions need to have final approval before the jersey fitting event.
- iii. **Budget and Handbook Sessions** – The Board has met for one of two scheduled budget meetings thus far. Miranda is putting together a chart comparing the skater fees, etc. from nearby associations for the Board to review in preparation for the next budget meeting. We will begin our handbook review in June. The earlier these items are completed, the earlier we can enable our player registration link.

III. **COORDINATOR UPDATES**

1. **President**

- i. **NPACC Manager (Kevin Cassidy)**: No updates at this time.
- ii. **Gambling Coordinator (Nate Borwege)**: No updates at this time.
- iii. **Safe Sport Coordinator (Chelsea Casey)**: No updates at this time.

2. **Vice President**

- i. **HDC Coordinator (Tim Applen)**: The HDC held a meeting last night. It was reported that the organization/flow chart that was created to help assign HDC duties was presented at the meeting with strong buy in by the members and every HDC member has been assigned a duty for the season. As noted above, we have new HDC members to fill positions vacated by others at the end of last season. Tim is still in the process of reaching out to those applicants who weren't selected for HDC positions this season to discuss other opportunities for their involvement in the HDC. The HDC will be implementing an online platform for coaches that is in alignment with MN Hockey and will allow coaches to access practice drills that have been tailored to the needs of our association. This will provide more consistency across team levels and divisions in the long run. These drills are being selected with the assistance of the HS Head Coach which should better prepare our youth players for what to expect as they age out of our program and reach the HS level of hockey. The plan is to hold a couple meetings for coaches before the start of the season (one to be held on July 17th and the other on September 11th) to role out this program. This "Coach Them" app will cost the

association \$100/team/year. All prospective coaches will be invited to attend. Tim shared the vision of Brad Drazan to make New Prague a “hockey town” and build more excitement around this sport. Tim also reported that the HDC would like to hold meetings with parents at each level and discuss expectations, equipment issues, etc for all players and parents. It was noted that teams could then hold their first team meeting immediately following that meeting. We also discussed the possibility of these types of meetings replacing the All-Association Meeting. Tim noted that he had received the updated contract from MEGA Goal Tending, the rates for their services have gone up a little bit from last season. Tim reported that the HDC reviewed our projections for registrations this coming season and they anticipate the following number of upper-level teams: 1 Junior Gold, 3 Bantam, 4 Peewee, 3 Squirt, 1 10U, and 1 12U. We may need to add an additional 10U team depending on actual registration numbers, but it should not be difficult to find additional 10U tournaments for a second team. Tournament scheduling opens on June 1st, the HDC will be actively signing up for tournaments at that time. Sam presented an idea to Tim regarding the securing of LRM for tryouts. In the past, this position has been opened up to parents in exchange for DIBS hours. However, the past two seasons have proved very difficult to staff our concession stand. Sam asked Tim if it would be possible for our prospective coaches to serve as LRMs instead – if an individual who applies to coach is not selected as a team coach, then those LRM hours served will be credited toward their DIBS requirement for the season.

- ii. **Mite/8U Coordinator (VACANT):** No updates at this time.
- iii. **Ice Time Coordinator (VACANT):** No updates at this time.
- iv. **Equipment Coordinator (Troy Gilbertson):** Jason reported that he has communicated the need to order extra jerseys again this season to our EQ. Jason also noted that the HDC discussed the possibility of updating our upper-level jerseys this year. We have had the same jerseys for a number of years, and it may be time for an updated look and our updated logo. The Board discussed this and noted that we do not wish to change our jerseys this season as we are likely going to be increasing player skater fees, so we do not also want to make it so that all players also need to order new jerseys. We are in favor, however, of working with the jersey vendor the HDC has in mind for our Mite jerseys this season. Rather than waiting to order Mite jerseys after registration closes, we would like to just order our Mite jerseys in bulk with numbers only and have them ready to go right at the beginning of the season. We also agreed to use this vendor to order practice and tryout jerseys in bulk for the association at the same time, in the hopes of receiving a significant discount. We will see if the HDC will coordinate the ordering of the Mite, practice, and tryout jerseys.

3. Treasurer

- i. **Concession Stand Coordinator (VACANT):** No updates at this time.
- ii. **Volunteer Coordinator (Aimee Bombardo):** No updates at this time.
- iii. **Concession Stand POS Specialist (Erick Christianson):** Kristina has reached out to Erick to see if he can provide us with assistance in expanding the use of our Point of Sales Square system outside of the concession stand. We have needs to use this system at our kickoff event, annual fundraiser, etc.. Kristina will reach out to Erick again to discuss these needs.

4. **Secretary/Registrar: N/A**
5. **Fundraising Director**
 - i. **Tournament Coordinator (VACANT):** No updates at this time.
6. **Communications Director**
 - i. **Sponsorship Coordinator (Tara Stutheitt):** No updates at this time.
7. **Board Member at Large**
 - i. **Recruitment & Retention Coordinator (VACANT):** No updates at this time.
8. **Past Board Member/Board Member at Large**
 - i. **Clothing & Apparel Coordinator (Amanda Will):** Aaron will connect with Amanda as he will be her supervising Board member. Amanda has already been connected with Sarah Hartman, our former Clothing & Apparel Coordinator.
9. **Manager Director**
 - i. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy reported to Sam that the outdoor ice Zamboni needs a lot of work – he will see if the funds we normally budget for the Outdoor Ice will cover those expenses.
 - ii. **COVID-19 Point Person (Sarah Donovan):** We will plan to decide in August whether this position is necessary for the 2022-23 season (if MN Hockey or D6 mandates that we have a Covid plan in place, then we will need to keep this position).

IV. NEW BUSINESS

1. **Status of securing an accounting services provider for NPHA:** It is our intention to hire an accounting service provider to do our bookkeeping. Sam will connect with Krystal and Kristina to begin this process.
2. **Review of Board duties/expectations:** In light of having three new Board members on duty, we reviewed the participation and attendance policy for Board members. We also discussed the importance of confidentiality as it applies to closed session topics and member privacy, as well as the importance professionalism when the outcome of a Board vote does not align with personal opinions.
3. **Used Equipment Sale/Season Kickoff Event:** Sara reported that Stacy Gutzmer had reached out to start planning the Used Equipment Sale – last year this event occurred at the same time as our Season Kickoff Event. Stacy would like to hold the equipment sale earlier in the summer – sometime in August as this will allow families to find equipment needed prior to the start of preseason clinics. The Season Kickoff event will still be planned for the same time.
4. **Closed Session:**
 - i. **HDC Selection Process**

V. BOARD MEMBER UPDATES

1. **Fundraising Director (VACANT):** N/A.
2. **Communications Director (Jess Snyder):** Jess reported that the association received a check for \$509 as an incentive kickback from our team photographer this past season. She gave the check to Kristina for processing.
3. **Manager Director (Sara Westing):** No further updates.
4. **Interim Board Member at Large (Aaron Lindholm):** No updates.
5. **Interim Board Member at Large (Thomas Gallagher):** No updates.
6. **Interim Treasurer (Kristina Malecha):** No updates.

7. **Secretary/Registrar (Miranda Vertnik):** No updates.
8. **Interim Vice President (Jason Olson):** No updates.
9. **President (Sam Blank):** No updates.

A motion was made by Jess to adjourn the meeting which was seconded by Jason. Motion carried 8-0.
Meeting adjourned at 9:53pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar.