



BYHA Meeting Minutes for August 9, 2023



BCA Meeting Room

Special Meeting Called to Order at 5:37 PM

Board Members Present: Jenn Nelson (President), Travis Reiersen (Vice President), Becky Adams (Treasurer), Amy Haskell (Secretary), Laura Carleton, Brent Magnuson, Casey Reiersen, Troy Strassburg

Board Members Absent: Dan Byron

Others Present: None

Consent Agenda:

A motion was made by Travis Reiersen and seconded by Brent Magnuson to approve the updated Articles and By-Laws. The motion carried.

Regular Meeting Called to Order at 5:56 PM

Board Members Present: Jenn Nelson (President), Travis Reiersen (Vice President), Becky Adams (Treasurer), Amy Haskell (Secretary), Dan Byron, Laura Carleton, Brent Magnuson, Casey Reiersen, Troy Strassburg

Board Members Absent: None

Others Present: Jim Marcotte (Gambling Manager), Courtney Gifford, Bob Brink

Special Agenda:

Gambling Update:

Jim Marcotte discussed the budget and actual results of each gambling site during the month of July, 2023, as well as a year-over-year analysis of each site. After the site-by-site analysis, a motion was made by Jenn Nelson and seconded by Courtney Gifford to reduce Jim's pay for the Hatchet House site from \$500 to \$250. The motion carried. The following reports were distributed and reviewed:

- LG100 Monthly Lawful Gambling Summary
- Copy of Checking Statement with itemized expenses

- Copies of Distributer Invoices
- Copy of Month-End Physical Inventory



- Correspondence (none this month)

A motion was made by Courtney Gifford and seconded by Troy Strassburg to approve the LG1004's as presented. Motion carried.

Jim reported to the Board that he received the audit results back from the State of Minnesota and has sent an explanation of the findings noted. All have been subsequently resolved.

Consent Agenda:

Previous Minutes:

A motion was made by Travis Reierson and seconded by Jenn Nelson to approve the minutes from the July 12th Board Meeting. The motion carried.

Checks and Financial Reports:

The July 2023 financial packet was reviewed and discussed. A motion was made by Dan Byron and seconded by Amy Haskell to approve the checks and financial reporting. The motion carried.

HDC Report:

Bob Brink provided the following updates to the Board:

- September and October schedules are being worked on. See HDC minutes from July for more specific updates.
- The initial proposal for non-parent coach compensation was discussed at the July meeting and tabled until this August meeting, as the HDC was scheduled to meet that following Friday to finalize the proposal. A motion to approve the proposal – as follows – was made by Jenn Nelson and seconded by Travis Reierson:

Non-Parent Head Coach Positions for Squirt/10U and Older

Base pay: \$4,000 (cover expenses)

0-5 years of experience: \$3,000

6+ years of experience: \$4,000

Lead coach bonus: \$1,000 (lead coaches are expected to run/coordinate fall and spring hockey, as well as coordinate their levels throughout the hockey season.

Experience will be reviewed by HDC and all anticipated compensations for each coach will be brought forth by HDC and approved by the BYHA Board.



Non-Parent Assistant Coach Positions for Squirt/10U and Older

Base Pay: \$4,000 (cover expenses)

* No additional payment for years of experience

The motion carried.

It was clarified during the meeting that the pay schedule can be approved now even without the final coaching list. Things like expectations (attendance, etc.) should be discussed by the HDC at their next meeting. The Board still has final oversight of the all coaching appointments.

Action: Add Approve Final Coach Appointments to September Agenda

Old Business:

- Concessions – No update for this meeting. Jenn will reach out to Mitch regarding new contract. **Action: Add Concessions to September Agenda in the event an updated contract for 2023-2024 season is ready.**
- Policy and Procedure (P&P) Updates – A second reading was held for changes to the Policy and Procedure document. A motion was made by Troy Strassburg and seconded by Jenn Nelson to approve the updates to P&P. The motion carried.

New Business:

- BSU/Britt Lauritsen – Britt Lauritsen is the new Athletic Director at BSU and came to the Board meeting to introduce herself and talk about community outreach opportunities.
- File Cabinets and other Access Controls – A need has been expressed to have file cabinets on-site at the BCA to hold all official records for BYHA. Becky will look into purchasing two cabinets for this purpose. Additionally, the BCA and BYHA are considering adding fob access to and around the arena. This will be a more convenient way to deal with granting and removing access, while also providing some record keeping of access.
- Scheduling Ice – Discussion occurred regarding the proper avenues for scheduling ice. In-season ice scheduling goes through Neil Huewe, while off-season scheduling goes through Jake Pederson (BCA).
- Minnesota Hockey Director's Conference Sept 8-10 in St. Louis Park – Laura Carleton is attending on behalf of the Board.



Committee Reports:

Committee Report document/list attached. Updates were given on each category.

Other Items Discussed:

The topic of the de-humidifier for First National arena was discussed. The cost is such that this item must go through Joint Finance. The Board will mull over ideas to come up with suggestions.

Motion was made by Dan Byron and seconded by Jenn Nelson to adjourn the meeting at 8:32 PM. The motion carried.



<u>Committee/Coordinator</u>	<u>Chair</u>	<u>Board Reps.</u>
President's Report	NA	Jennifer Nelson
Age Group/Team Manager Coordinator	Lindi Shanahan	Amy Haskell
Apparel Coordinator	NA	Jennifer Nelson
BCAC Committee	NA	Travis Reiersen / Troy Strassburg
Concession Coordinator	NA	Travis Reiersen
DIBS Coordinator	Angie Elstad-Rogers	Jennifer Nelson
EMT Coordinator	Sanford/Ben Kinne	Brent Magnuson
Equipment Coordinator	Ben Shanahan	Dan Byron
Fundraising Committee	TBD	Becky Adams/ Travis Reiersen
Grievance Committee	Executive Committee	Travis Reiersen
Hockey Culture Committee	NA	Casey Reiersen/Brent M. / Laura Carleton
Hockey Development Committee	Ben Kinne, Bob Brink	Travis Reiersen
Hockey Director	TBD (HDC)	Troy Strassburg/Amy Haskell
Joint Finance Committee	NA	Becky Adams/Jennifer Nelson/Amy Haskell
Pictures and Awards Coordinator	Rosie Berg	Becky Adams
Policy and Procedure Committee	BYHA Board	BYHA Board
Raffle Committee	Brandon Mattfeld	Troy Strassburg/Amy Haskell
Recruiting and Retention Committee	TBD	Casey Reiersen/Laura Carleton/Brent M.
Referee Committee	Jim Dahedl, Ron Laituri	Jennifer Nelson
Registrar/Registration Coordinator	Nicole Pederson	Jennifer Nelson / Becky Adams
Safe Sport Coordinator	Jana Norgaard	Jennifer Nelson
Scheduling Coordinator	Neil Huewe	Travis Reiersen
Season Kick-off/Wrap-up Committee	Jenny Hendricks	Brent Magnuson/Casey Reiersen/Laura Carleton
Team Sponsor Coordinator	Courtney Gifford	NA
Tournament Coordinator	Rob Fraik	Becky Adams
Website Coordinator/Webmaster	Patrick Quinn	Dan Byron