

**New Prague Hockey Association**  
**Regular Meeting of the Board of Directors**  
Dual Meeting Locations: Hillspring Church & WebEx  
Wednesday, January 13<sup>th</sup>, 2021 7:00 P.M.

Meeting called to order at 7:04 p.m.

**NPHA Board**

President	Sam Blank	present
Vice President	John Prokopec	present (via WebEx)
Secretary/Registrar	Miranda Vertnik	present
Treasurer	Krystal Beedle	present
Manager Director	Brian Christensen	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Board Member at Large	Brad Breggemann	present
Past Board Member	Jason Ashley	absent

Jason was absent due to a medical issue. Jess made a motion to excuse his absence, which was seconded by Brian C. Motion passed (all in favor, 3 absent for vote).

**Coordinator Positions**

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present (via WebEx)
Ice Time Coordinator	Tyler Kienow	absent
Assistant Ice Time Coordinator	Cory Johnson	absent
HDC Coordinator	Joe Franck	absent
Volunteer Coordinator	Jen Mushitz	present (via WebEx)
Concessions Coordinator	Brea Applen	present (via WebEx)
Mite Coordinator	Brad Breggemann	present
Outdoor Ice Coordinator	Jeremy Denzer	present (via WebEx)
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present
SafeSport Coordinator	Mike Franklin	absent
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	Mike & Sara Westing	absent
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Cameron Stoltz	absent
COVID-19 Point Person	Sarah Donovan	present (via WebEx)

**Others present:** N/A

**I. REPORTS**

- 1. Secretary's Report (Miranda Vertnik):** The Meeting Minutes for December 2020 were shared with the Board on December 15<sup>th</sup>. A motion was made by Brian C. to approve

the December 2020 Meeting Minutes, which was seconded by Brian V. Motion carried (all in favor, 3 absent for vote).

2. **Treasurer's Report (Krystal Beedle):** The Treasurer's Report for December 2020 was shared with the Board on January 11<sup>th</sup>. Expenses paid since the last meeting included: Insurance payments; Mite jerseys; and the first half of MEGA Goaltending. Deposits since the last meeting included: January 1<sup>st</sup> payment plan installments (these were the last of the installments); and Approximately half of the deposits for the team tournaments that were cancelled due to COVID. Krystal noted that she has not paid our non-parent coaches as of yet and wanted to check with the Board to see about moving forward with payments. It was decided that, even with the season pause, a payment will be made to the non-parent coaches consistent with how we have addressed their payments in previous years. Krystal will plan to pay \$60k to the gambling account for the raffle calendars so that the gambling account can begin paying for ice time. We will have some large invoices coming in for ice. A motion was made by Brad. to approve the December 2020 Treasurer's Report, which was seconded by Brian V. Motion carried (all in favor, two absent for vote).

3. **Gambling Report (Nate Borwege):**

Nate shared the November 2020 and December 2020 Gambling Reports with the Board prior to the meeting. Gross receipts totaled \$4,284 (November) and \$0 (December); value of prizes paid totaled \$3,425 (November) and \$0 (December); Net receipts totaled \$859 (November) and \$0 (December); end of the month account balance was at \$5,071 (November) and \$8,500 (December). Anticipated upcoming expenses include gambling taxes, accounting services, purchase of pull-tab games, and rent at the Fishtale Restaurant. There still has not been any payroll expense since March 2020 and it was noted that the return of lawful gambling at Carbone's will not occur until restrictions are lifted on bar seating. In accordance with the Executive Order 20-99 and MN Stay Safe Guidance, all lawful gambling was discontinued on the evening of November 20<sup>th</sup> and was not reinstated until January 11<sup>th</sup>, at which time the pull-tab games went back into play at Fishtale. Raffle drawings will begin on March 1<sup>st</sup> at the Fishtale. Nate noted that an email will go out to the association at the end of January with the raffle turn in details. He noted that 9 families still had not picked up their raffle calendars, Susan Murphy will attempt to reach out to them again. Nate requested money from the Treasurer for the raffle calendars that were paid for at registration to be added to the gambling account in order to be able to pay for ice time out of this account. Krystal will arrange the payment for the raffle calendars into the gambling account. Nate and Sam plan to meet with Geisenbrau Brewery in the coming weeks to discuss setting up gambling at their venue. A motion was made by Brad to approve the November and December 2020 Gambling Report and Pre-Approval for January Allowable Expenses and Lawful Expenditures, which was seconded by Jess. Motion carried (all in favor, two absent for vote).

## II. OLD BUSINESS

1. **COVID-19 Updates:**

- i. **New Guidelines for Return to Play**

1. **Designated areas for putting on/taking off skates:** Guidance has changed about the use of locker rooms, where it was prohibited in

an earlier communication from MN Hockey, they are now saying that locker room use is strongly discouraged, but not prohibited. With games scheduled to start soon, we will no longer be able to use the lobby as an area for players to put on/take off their skates. Thus, the plan will be to chain the locker room doors open and allow players to put on/take off skates in that area as we really have no other option with the layout of our building. Area 1 will be the open locker rooms 1 and 2, Area 2 is the area in between the lobby and the rink. Area 3 will be the coach's room. Area 4 will be open locker rooms 3 and 4. Away teams will need to use Areas 1 and 2, home team will use Areas 3 and 4. This will mean the teams will use the opposite benches as we normally do. We will need to create new signage and the rink will need to update their software info on the TV. Locker room 5 will be for the referees.

2. **CCM "Game On" Facemasks purchased by the association:** All of the masks have come in and are being distributed. Our goalie masks came in late, but we've been passing them out to teams/players. John sent the invoice for the masks to Krystal. We have 13 large and approximately 5 small masks remaining, we will plan to give one spare to each head coach to have on hand as back up and keep any remaining masks on hand to sell to association members as needed. Coach's feedback about the masks has been positive thus far. Kids are adjusting to use of them. We are encouraging coaches to regularly pause practices to offer additional water breaks for kids to give them a break.
  3. **Use of Outdoor Ice and Warming Houses:** Unfortunately, people have been using the outdoor rink before it is ready for use, which then damages the quality of the ice. Sam asked the NPACC to ask people not to use the outdoor ice until we are given the ok to use the ice. People may believe the rink is for public use. We discussed adding NO TRESPASSING signage to the rink. Jeremy, our Outdoor Ice Coordinator, will add signage. Since the warming houses are supposed to be closed at this time, it was proposed that we purchase a bunch of 5-gallon buckets that we can flip upside down to have players use to sit on outside when needed. The Board agreed to this plan.
- ii. **Refund Policy related to COVID-19 Issues:** We have several families who have submitted a written request to withdraw from the program. Thus, discussion was given to the process for refunding players who withdraw within the allowable deadline (which was extended to Jan 13<sup>th</sup> for upper level and Jan 18<sup>th</sup> for Mites). The plan will be to offer refunds with the following parameters, which are consistent with the NPHA Handbook:
- a. **Pro-rated skater fees:** Skaters will not be refunded for the months they participated on-ice. Thus, for our upper-level players who withdraw by noted deadline, 2/5 of the skater

fee will be considered non-refundable. The upper-level players will be refunded 3/5 of their skater fee. For our Mite/8U level players who withdraw by the noted deadline, 1/5 of the skater fee will be considered non-refundable. They will be refunded 4/5 of the skater fee.

- b. Tournament Fees:** Tournament fees will be refunded to players who withdraw by the noted deadline as teams, thus far, have not been able to participate in the third tournament (which is paid for by association members at registration).
- c. Non-refundable fees:** Tryout fees, NPACC Usage Fees, Jersey Costs, and Processing fees for payment plans will not be refunded. Fundraiser buyout fees are also non-refundable, per the NPHA Handbook (as we cannot credit fundraiser sales to members who sold fundraiser items, we cannot credit fundraiser buyouts).
- d. Concession Stand Buyouts/Incomplete DIBS Hours:** Association members are required to complete a total of 22 volunteer hours for the full season. Required volunteer hours will be pro-rated in a similar fashion to skater fees for our members who withdraw before the extended withdrawal deadline. Thus, upper-level player families are expected to have completed 2/5 (or 9 hours) of the required 22 hours and Mite level players are expected to have completed 1/5 (or 4 hours) of the 22 hours. For those with incomplete pro-rated volunteer hours, a rate of \$20/hr will be applied to the incomplete hours total and deducted from the overall refund. For example, for a Squirt level family who withdrew from the season before the deadline and only completed 3 volunteer hours during their time in the program, they would be charged \$20/hr for the 6 incomplete hours and a total of \$120 would be deducted from their refund total. For coaches/managers/coordinators who withdraw from their duties before the noted deadline, they will receive credit for their pro-rated required number of volunteer hours. Regarding concession stand buyouts for those who withdraw by the noted deadline, our upper-level players will be refunded 3/5 of that buyout fee and our Mite level players will be refunded 4/5 of that buyout fee. *The Board would like to remind all members who are completing the 2020-21 season that they are required to complete the 22 volunteer hours, and that they will be charged at the rate of \$25/hr for any incomplete DIBS hours at the end of the season, per the NPHA Handbook policy on Membership Duties and Volunteer Hours.*

Miranda and Krystal will coordinate determining the appropriate refunds for our players who withdraw by the extended deadline.

iii. **Question about participation in Out of State Tournaments:** WI tournaments that were previously scheduled have been okayed, any new out of state tournaments need to be approved by D6.

2. **New Prague Hockey Academy (Team Genius Virtual Training Platform) Updates:** John checked in with the technology team and it sounds like usage was down once we got back on the ice. We have had a few players using consistently on most teams. One team hasn't used at all. The HDC is looking at use of this program ongoing, coaches can send out workouts to the team on the days off of hockey. As TG continues to add content to the Hockey Sense portion of the program, this will be useful for coaches to use in teaching players. Coaches are uploading their own content to the website. We will monitor the value of this tool. 10U B1 team is still doing virtual workouts once a week, Squirt B1 is as well.

### III. COORDINATOR UPDATES

#### 1. President

- i. **NPACC Manager (Kevin Cassidy):** Sam and John talked with Kevin about problems with people using outdoor ice when not supposed to. They also spoke with him about revising the areas used by players for putting on/taking off skates. Sam will set up a meeting with Cam (COVID-19 Point Person) to do a walk thru at the arena to ensure we are using the building in the best way to adhere to the guidelines and then will present the info to Kevin and NPACC Board members at the arena. We will plan to put up NPHA specific signage so our members and visiting teams understand the guidelines. Sam will check with the arena to see if we can have one person in the crowd's nest for scorekeeping.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
- iii. **SafeSport Coordinator (Mike Franklin):** No updates at this time.

#### 2. Vice President

- i. **HDC Coordinator (Joe Franck):** Butch is lined up for skating instruction with our teams through the end of March with our extended season.
- ii. **Mite Coordinator (Brad Breggemann):** Jerseys were passed out last weekend, they look fantastic. Socks are delayed as they sent us the wrong product, but the correct ones should be arriving soon. The colors on the jerseys were a bit wrong due to issues at the manufacturer, so the company will be fixing this for next year. D6 is not extending the Mite season with the COVID pause, the Mite season will end at the same time as the other levels (March 28<sup>th</sup>). Scrimmages have been okayed, so Brad will contact Mite managers and coaches to schedule jamborees. Brad is waiting to hear back on the game draw for Intermediate and Advanced Mites. No on-ice helpers this season by siblings of players due to issues with cross-contact between teams. Miranda will send an email to the coaches to remind them of this.
- iii. **Ice Time Coordinator (Tyler Kienow):** District game draw is complete. All teams have 10 district games, which are posted on team pages. Outdoor ice is scheduled. Home scrimmage dates are on team pages. We continue to have ice at

xHockey and Faribault. Rescheduled MEGA goaltending for losses due to the pause. We are running through more ice time at home than usual because teams are not away at tournaments as we would normally see. We have been offered opportunity to use Lonsdale outdoor ice. John has a call into the city of Lonsdale to learn more. We may use it in lieu of our own outdoor ice (which was damage due to early use). Feedback on the new Lonsdale outdoor ice facility is very positive. Maybe we could play some outdoor scrimmages there as well? Would we need to follow the two-spectator rule if we held a socially distanced outdoor scrimmage? We will have our COVID point persons check on this. These would also have to be a coach-controlled scrimmage. John will reach out to Tyler about the season end date, we have practices scheduled after the season end date that need to be removed from the calendar.

- iv. **Equipment Coordinator (Troy Gilbertson):** No updates at this time.
3. **Treasurer**
- i. **Concession Stand Coordinator (Brea Applen):** Concession stand remains closed and we do not have plans to re-open it at this time.
  - ii. **Volunteer Coordinator (Jen Mushitz):** We are well below the usual claimed DIBS hours for the season thus far. Unfortunately, there were many unfulfilled hours available earlier in the season that people could have and should have signed up for, but many went unclaimed. We are still asking our members to complete the expected 22 hours. We will plan to send a reminder to the association about the need to complete hours. Jen noted that what she has posted has typically been 25% filled. Jen will make a list of duties for the rink monitors to reference when attending their shifts, this will include a quick check of the outdoor rink to make sure that no one is using the ice that should not be. Jen asked if we knew who Eric Steinhoff had selected for his team for managing the tournament. Brian V will let him know that he is free to start recruiting his team and that he can let Jen know who those individuals are. Our rink monitors should be tracking home game attendance. Team managers can ask a parent to track home and away game attendance in exchange for 11 DIBS hours. Brian C will send a description of this DIBS opportunity to Jen.
  - iii. **Concession Stand POS Specialist (Erick Christianson):** No updates at this time.
4. **Secretary/Registrar:** N/A
5. **Fundraising Director**
- i. **Tournament Coordinator (Eric Steinhoff):** No further updates at this time.
6. **Communications Director**
- i. **Sponsorship Coordinator (Sam Blank):** Still waiting on collecting some money from some of our sponsors. Sitting at \$19,150 total profit right now, should meet the budgeted goals for the season. Due to COVID-19, Sam didn't pursue much for new sponsorship. Will be purchasing some gift cards from ID Threadz to use as challenge prizes for our players.
7. **Board Member at Large**
- i. **Recruitment & Retention Coordinator (Mike & Sara Westing):** No updates at this time.
8. **Past Board Member:**

- i. **Clothing & Apparel Coordinator (Sarah Hartman):** No updates at this time.
9. **Manager Director**
- i. **Outdoor Ice Coordinator (Jeremy Denzer):** See Old Business section above.
  - ii. **COVID-19 Point Persons (Cameron Stoltz & Sarah Donovan):** In going through guidance for Phase 4 and 5, she was updating the emergency preparedness plan and seen a reference to use of the MN Symptom Screener and was asking about this. We noted that this was something we had considered using before we had more clear guidance on what all is needed to be compliant with the guidelines. Sarah will be posting an update on the website COVID page regarding the new guidance for our current Phase, she will send it to the Board for quick review first. Sarah is creating a PowerPoint presentation of the guidelines and will create a video to share with our association. She reported that she is getting a lot of medical exemption questions about wearing masks on ice from our association members. Sam noted that HIPPA protections do not apply in these situations and that association members do need to provide a medical note. Some parents are concerned about their child's glasses fogging up during play, it was noted that many other parents are using tools to assist with anti-fogging (dish soap, anti-fog spray, etc.) to deal with this issue. Glasses fogging up is not an exemption for facemasks. Brian C asked if we have given any exemptions for facemasks for medical reasons at this time, Sarah indicated that there have not been any approved exemptions thus far. She said a few families have indicated that their child has asthma, Sarah directed them to provide a doctor's note supporting the facemask exemption, but at this point none have followed through. She will forward those exemptions as they are approved to Brian C.  
John asked to increase communication between the Board and the COVID-19 Point Persons to ensure we are following guidelines as an association and Sam asked if the coordinators had made any visits to the rink to check on whether folks are following the guidelines. This is especially important as the guidelines continue to change with the different phases. John noted that he feels we should do another walk thru of the arena and write up our recommendations to be shared with the NPACC Board again. Sarah noted that she has been handling all of the COVID communications, website info, etc. She indicated that she is in need of support. The Board will clarify with Cam which responsibilities he is attending to in order to make sure that the duties are being shared. We will ask Cam to attend to the rink (some monitoring of the adherence to the COVID policies, to make recommendations for traffic flow within the building, etc.) and communicate with Sam and the NPACC.  
Brad asked to clarify the rules about social gatherings specifically as part of the tournaments. Team dinners are not allowed.

#### IV. **NEW BUSINESS**

1. **Outdoor Ice in Lonsdale and New Prague:** See Ice Time Coordinators update above for more information. Sam noted that we have had problems every year with our outdoor ice for the past three years. Can we consider getting rid of our outdoor ice? D6 requires us to have two sheets of ice, other associations rent ice from their city owned outdoor rinks to meet this requirement. Might we consider renting the outdoor rink facility in Lonsdale or

Elko/New Market? Would we consider resurfacing the ground cover at our outdoor rink (lay down light-colored crushed rocks, or pave with concrete) to improve the quality of our ice? There are some design problems with our outdoor rink, it needs to be lowered and leveled. We will inquire with Lonsdale for now, but also discuss this in the off-season.

- 2. Roster Changes at the Bantam Level [CLOSED SESSION]:** Our Bantam A team had two players who moved up to the varsity HS team and our Bantam B1 had a goalie move up to the HS team as well. In an effort to equalize numbers across our Bantam level teams, the HDC recommended moving two Bantam B1 players to the Bantam A team. Discussion was given to these players and their fit at the A team level. Brian V made a motion to approve the transfer of these two Bantam B1 players to the Bantam A team as recommended by the HDC. Jess seconded the motion. Motion carried (all in favor, one absent for vote).

## V. BOARD MEMBER UPDATES

- 1. Fundraising Director (Brian Vosejka):** Brian will be in contact with the Tournament Coordinator to support efforts in getting this organized.
- 2. Communications Director (Jess Snyder):** Still having difficulty scheduling photos, we can't do this at the arena due to social distancing guidelines. Jess will look into renting the NP ballroom. We may want to send out an association-wide survey to see if families are interested in participating in team and player photos this season. We need to start talking about Board elections soon, as they typically happen at Hockey Fest in late March. Miranda and Jess will begin planning for this. Positions that are up for election this year are Board Member at Large, Treasurer, Manager Director, and Vice President.
- 3. Manager Director (Brian Christensen):** Clarified the question on year end dates for upper levels and clarified refund protocol as a tournament for the 10U B1 team had been scheduled past the end date for the season. He will see if this tournament can be cancelled with a refund as it is our understanding that participation in a tournament outside of the official season end date would not be sanctioned by D6.
- 4. Past Board Member (Jason Ashley):** No updates at this time.
- 5. Board Member at Large (Brad Breggemann):** Suggested that we update our spectator policy on the home page of the website as a quick reference for visiting teams. Jess will connect with Sarah Donovan to get a shortened version of the COVID guidelines. Brad submitted a grant proposal for funding through the MN Cares Act. Brad spoke with Sarah D to see if a hotel is renting out a room that is considered a banquet facility, might it be possible to have a socially distanced team gathering at tournaments. She is going to look into this. Dryland at xHockey – our plan was to cut it back to one team at a time with four stations. Brad was there last night, they only had two stations going. John will have Joe follow up with xHockey to remind them that we want four stations going so that players are spaced further out.
- 6. Treasurer (Krystal Beedle):** No further updates at this time.
- 7. Secretary/Registrar (Miranda Vertnik):** Miranda shared that none of our coaches will be red-lined by D6 for failure to complete CEP level training by the deadline this season. She also noted, though, that we have one new Mite level coach who still needs to complete two training items before he can participate in any on-ice team activities. Brad will follow up with this coach as he has not responded to Miranda's recent efforts to connect with the coach. Miranda shared that we have had one Mite level coach who has volunteered to assist with the Squirt C (Cardinal) as one of the coaches may be resigning for the season.

This coach is supported by the HDC to coach at that team level and has completed the necessary trainings to do so. She also shared that the Bantam C coaches have asked to have an additional coach added to the roster as many of the team coaches are coaching multiple teams this season and could use some additional support. A coach has volunteered to assist and has completed the necessary training and is supported by the HDC to be added to the Bantam C roster. Brad made a motion to approve the coaching changes as recommended by the HDC. Jess seconded the motion. Motion carried (all in favor, one absent for vote). Miranda also shared that we have thus far had 13 players withdraw from their teams for the season. Miranda has been working to remove these players from the appropriate team rosters and has sent out communication to the coaches and team managers.

8. **Vice President (John Prokopec):** John shared that he has observed the line of cars picking up players in front of the rink has been pretty long, and is concerned for the safety of players attempting to cross the path of cars to reach the parking lot. It was determined that we will encourage our association members to park in the parking lot when arriving to pick up their player and to only use the curb in front of the arena as a drop-off lane. Jess will send out a communication to the association. Live Barn – John will reconnect with them about a possible promo code for our association members as he had reached out to them a few months back but hasn't heard back.
9. **President (Sam Blank):** No further updates at this time.

Motion was made by Brad to adjourn the meeting and seconded by Krystal. Motion carried (all in favor). Meeting adjourned at 10:56 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar