



Mound Westonka Hockey Association
Meeting Minutes for Meeting 5/21/2018
6:00 PM, Thaler Conference Room

- 1) **6:08pm Meeting Called to Order by President Studebaker**
 - a) Board members Robin, Christine, Dean, Ross, Lawrence, Eric, Benji, CR, Jason, KC, Ryan, , Sara (joined at 6:30pm) Machel – Motion
 - b) Guests – Todd Cournyea, Selmer Moen
- 2) **6:08pm Approve Last Meetings Minutes**
 - a) Discussion/Motion to accept April 2018 minutes as presented via email Motion Ryan, Second Dean – Unanimous.
- 3) **6:09pm New Board Member**
 - a) An email vote was called by Vice President Flom on 4/27 an email vote to bring KC Kimbrel onto the BOD as the Girls Program Director- 15 for, none against, one abstain
 - b) Still in search of a Rookie Camp and Recruitment Director – Email to association to identify person for 2018-19

Agenda –Financial Update, New Business, Committee Updates, Old Business Review

- 4) **6:13pm Financial Update – Treasurer Trost**
 - a) Organization update
 - Add to June Agenda discussion of how to handle coaches stipend going forward.
 - Update to how expenses and deposits are added into Quick Books to ensure proper granularity in account software.
 - AI – Dean to work with D3 to get clarity on Invoice.
 - Proposed: Meeting with Executive Committee to clean up budget line items
 - b) Orono-Westonka Girls Program

Motion Mark, Second Selmer – Unanimous BOD

5) New Business

- a) **6:32pm Orono-Westonka Girls Program Update**
Director Niccum/Director Kimbrel
 - Coordinating Ice & Improving communication for 2018-19 season

b) 6:34pm 2018-19 Team Planning: Level of Competition & Program Numbers

Director Carlson and Director Niccum/Kimbrel

- i) Early Planning submitted to D3 on 5/15
 - (1) 12U – 4 teams
 - (2) 10U – 3 teams
 - (3) Squirt – 3 teams
 - (4) PeeWee – 3 teams
 - (5) Bantam – 2 teams
 - (a) Bantam Goalie discussion and next steps
 - o BOD to send communication to families to discuss options
 - AI – Ross Carlson to coordinate communication.
- ii) HOC Update:
 - (1) Bantam Level Coordinator – Zilka stepped down from Bantam Coordinator role
 - (a) HOC reached out to Tim Horgan and he is interested in taking the role
 - (i) Motion Mark S, 2nd Machel – Unanimous Approval
 - (2) Mite Level Coordinator – Matt Hoese
 - (a) Age Level Coordinators at Mite level (1s, 2s, 3s and 4s)
 - (i) Motion Ryan, 2nd Christine, Unanimous Approval

c) 7:06pm 2018-19 Ice Planning – President Studebaker

- Todd C overview –
 - o Pond Ice is given to Orono boys/girls varsity teams as first cut, split between the associations from there
 - o Thaler is given to Mound boys/girls varsity teams as first cut, association takes from remaining hours.
 - o First cut is due 6/1 and contract gets signed for ice 2018 season on 7/1. We split ice expense with Orono Association (girls co-op)
- AI – Todd to run modeling based on blackout dates provided by Ryan + recommended number of hours / team to provide a more data focused total. BOD to approve the ice buy during the June Meeting (6/18).
 - o Use recommendations from HOC based on 2017-18 team hours
- i) USA Hockey Recommendation, 2017-18 Actual and ice budget
 - (1) https://www.dropbox.com/s/uhx3zirqt021ng2/MWHA_Ice_May%202018.xlsx?dl=0
- ii) Tryouts and Ice Planning
 - (1) Boys Skaters: 10/11, 10/13, 10/14
 - (2) Boys Goalies 10/7-10/10 (exact date TBD)
 - (3) Tryout results announced on 10/15 - after the Board mtg
 - (4) Girls Skaters / Goalies – Tim/KC
 - (5) Treasurer Trost to present 2018-19 budget proforma based on estimated program numbers and teams
 - (6) Blackout dates and other events
 - (a) MEA, Thanksgiving, Christmas
- i) Calendar: <https://docs.google.com/spreadsheets/d/1OLUOG4dRr6eFsmZOw0lpYKtP5ttxSYVrD7c0pO-T6-A/edit?usp=sharing>

d) 7:51pm Tournaments for 2018

- i) Squirt recommendation 18 District games
 - (1) Max cap 35 games – Some tournaments could have teams playing upwards of 6 games at a time.
 - (2) Recommendation is to include Fargo tournament and then do to smaller 3 game tournaments to allow room for district events. Dean S. suggests district schedule could be reduced to 16 next week.
 - (3) AI – Selmer/Christine to provide pro forma to Todd ahead of June 1 and then bring a recommendation for approval from board at 6/18 meeting.

e) 7:58pm Coaches Reimbursements – Director Carlson

- i) USA Hockey - \$45 / MN Hockey - \$41
- ii) CEP - \$10 / level – Level 1,2,3 \$45 1 day class, Level 4 \$275 2 day class, Level 5 \$575 two day – Mite coaches would be eligible for \$96 reimbursement at Level 1
 - (1) BOD motion to cover Level 4 expenses up to \$400 provided receipts, Motion CR, 2nd Eric, BOD Unanimous
 - (2) Request from coach during 2017-18 season to cover Level 4, BOD to cover expense up to \$400 Motion Ryan, 2nd Benji BOD Unanimous.
- iii) Estimated potential expense – If BOD covered all costs >\$10000 of exposure.

f) 8:18pm USA Hockey Seminar – Robin, Christine, Machel, Ryan, Ross and CR

- i) Materials from the conference here:
https://www.dropbox.com/sh/hkecztwpp70swwg/AACnZTcDZtr4aUNJJ1eEfA_a?dl=0

g) 8:19pm Funding Request

- i) The Mite program is requesting 50 “Green Biscuit” dryland pucks. We are able to source thee directly through the company @ \$6 each (total: \$300 + tax). The pucks would be red with the White Hawks logo. These will be used for dryland practices during the 2018-19 season and beyond.
- ii) Motion by Ryan to approve ~\$350 in expense for mite program Mark 2nd BOD Unanimous

h) Add coaching application to June BOD session

6) Old Business

a) 8:22pm Technology Update

- i) MWAH Email - Secretary Childers
 - (1) Existing: President, Secretary, Webmaster, Tournaments, Registrar
 - (2) New: Treasurer, Vice_President, Contacts, Hockey_Operations, DIBS, Fundraising, Marketing, MWAH_Ice, Equipment
- ii) Box.org Cloud Storage - Vice President Flom
 - (1) Use contacts@westonkahockey.com for login
- iii) WestonkaHockey.org Update – Director Halonen and Secretary Childers

b) 8:37pm 2018-19 Fundraising Policy Draft – Director Reinholdz

- i) Review the Fundraising policy as submitted by Weltzin (Feb 2018).
- ii) Board reviewed and agreed that their needs to be a mandatory fundraiser for all players and that the organization should select and make available team fundraising options (Mar 2018). VP Flom asked that this policy be tabled until the new fundraising director is appointed in the April BOD meeting (Mar 2018).
 - (1) Minimum proposed requirement for 2018 – Raffle Ticket 10/family @ \$10ea (F&I)
 - (a) ~70 families out of 200 averaged roughly 10 tickets ea
 - (b) BOD voted to table mandatory fundraising for 2018-19 season and fundraising committee will come back with recommendation for alternatives after their first meeting.
 - (i) Discussed potential for a “hockey blitz” type weekend where association would schedule event and teams/players would go out en masse to sell during that time window.
 - (c) AI – Item tabled until June BOD mtg. Sara to present fundraising re-write at June meeting. Motion Ryan, 2nd Sara – BOD Unanimous

c) 9:15pm Charitable Gambling

- i) Update on Fire & Ice paperwork – Treasurer Trost
 - (1) Post raffle we needed to submit a form to the control board that was lost in the transition of the treasury position
 - (2) We are unable to apply for any future permits until we are back in good standing with the gambling board.
- ii) Status of Charitable Gambling Annual Permit – Treasurer Trost / Director Reinholdz

d) Thaler / Pond discussions (table until June 2018)

- i) Acquisition of hard-dividers for cross-ice hockey – Bruce and Roger are in favor of supporting hard dividers at Thaler, concerns with Space constraints at Pond. Ryan to provide additional information.
- ii) In-rink signage – PCA signs with language around behavior and conduct at the arena.

1) 2017-18 Board Member Assignments / Reports Follow (submit in writing in advance)

- a) President – Mark Studebaker
- b) Vice President – Ryan Flom
- c) Treasurer – Jason Trost
- d) Secretary – CR Childers
- e) D3 rep – Dean Swanson
- f) Equipment & Apparel– Tim Niccum
- g) Fundraising – Sara Reinholdz
- h) Girls Program – KC Kimbrel
- i) Hockey Operations – Ross Carlson
- j) Marketing – Benji Rashleger
- k) Registrar / Safe Sport – Machel Whitmore
- l) Tournament / D3 Tournament– Christine Biehl
- m) Volunteer/DIBS – Eric Beazley
- n) Webmaster – Robin Halonen
- o) Alternate – Shane Weltzin
- p) Alternate – Lawrence Nemechek
- e) Player Recruitment and Rookie Camp – Open as of 2.19.18

Ad Hoc Committee Members

- i) Volunteer Coordinator – Erik Hanson
- ii) Ice Scheduler – Todd Courneya

f) Governance: Policies –

- i) **9:50pm Hockey Operations Committee Responsibilities - Tabling policy conversation until the June BOD meeting**

(1) Current Version:

https://cdn3.sportngin.com/attachments/document/0083/6321/Hockey_Operations_Committee_HOC_Structure_and_Responsibilities.pdf

(2) Proposed Revised Draft:

https://www.dropbox.com/s/3tqyb91priptkhp/Hockey_Operations_Committee_HOC_Structure_and_Responsibilities_FEB%202018%20DRAFT.docx?dl=0

- ii) **9:45pm Locker Room Policy**

- (1) HOC met on 3/13 and made the following recommendation: A coach (asst/head) be present in the locker room. Furthermore they recommended that players not be in the locker room more than 30 minutes in-advance of the scheduled practice time.

- (a) Reference material

USA Hockey SafeSport Policy

https://assets.ngin.com/attachments/document/0102/5710/SafeSport_Sample_Locker_Room_Policy.pdf

USA Hockey is concerned with locker room activities between minor players, locker room activities between minor players and adult players, adults being alone with individual minor players in locker rooms, and non-official or non-related adults having unsupervised access to minor participants at sanctioned team events.

It is the policy of USA Hockey and USA Hockey In Line that all affiliates, districts, leagues and local hockey programs have at least one responsible adult directly monitoring the locker room during all team events to ensure that only participants (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Any individual meetings between a minor participant and a coach in a locker room shall require a responsible adult be with the coach.

Further, responsible adults must personally monitor the locker room environment at all times while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice.

All responsible adults serving as locker room monitors should be gender correct and the co-ed locker room policy must be followed as described in the current USA Hockey Annual Guide. Monitors must be screened and meet all USA Hockey screening standards.

District 3 Proposed Locker Room Policy (2017-18 season)

4.4.1 In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to District 3's goals. District 3 adheres to USA Hockey's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, District 3 has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

4.4.2 Rostered team coaches shall be responsible for locker room monitoring.

- 4.4.2.1 No player will be allowed in a locker room until a rostered coach is in attendance.
- 4.4.2.2 Direct and constant monitoring of locker room areas while any player is in attendance shall be practiced.
- 4.4.2.4 A minimum of 2 players will be allowed in the locker room at any time.
- 4.4.2.4 In the event of mixed gender youth teams, female players proceed to a separate locker room to dress/undress and then convene in a single locker room. A designated female shall monitor the locker room.
- 4.4.2.5 In the event of a girls' team with male coaches, a designated female shall monitor the locker room.

(2) MWAH Current Policy? Not currently live on westonkahockey.org
<https://www.dropbox.com/s/gi7y1d1t6vdsif/Locker%20Room%20Policy.docx?dl=0>

(3) Revised, DRAFT MWAH Locker Room Policy
https://www.dropbox.com/s/p91fpaylu39xmcw/Locker%20Room%20Policy_FEB2018.docx?dl=0

- (i) Current penalties, as defined in the Coaches Responsibilities doc are: 1st Offense – 1 Game Suspension, 2nd Offense - 3 Game Suspension, 3rd Offense - Suspended until further notice.
- (ii) Motion to accept the draft MWAH policy and post it on WestonkaHockey.org Motion Dean, 2nd CR – BOD Unanimous

iii) **9:20pm Parent Code of Conduct - Tabling policy conversation until the June BOD meeting**

- (1) Current Policy:
https://cdn4.sportngin.com/attachments/document/0136/4154/Parent_Code_of_Conduct_2017-05-12.pdf
- (2) Revised DRAFT MWAH Policy for review:
https://www.dropbox.com/s/8jgt9g8yytc9b3v/DRAFT%20Parent%20Code%20of%20Conduct_MAR2018.docx?dl=0
- (3) Recommend embedding in Player Registration and posting to westonkahockey.org. Email out with to members before the season begins.

iv) **9:35pm Player Code of Conduct - Tabling policy conversation until the June BOD meeting**

- (1) Current Code of conduct embedded into MWAH Registration:
<https://www.dropbox.com/s/6mbaw8dgbj64oqe/Current%20Code%20of%20Conduct%20embedded%20in%20registration%20process.docx?dl=0>
- (2) Orono Player Code of Conduct:
<https://www.dropbox.com/s/i410n5fobrd852g/PlayerCodeofConduct.docx%20%281%29.pdf?dl=0>
- (3) NEW MWAH DRAFT policy:
https://www.dropbox.com/s/q75u0818ul47j6q/DRAFT_%20Player%20Code%20of%20Conduct.docx?dl=0
- (4) Recommend embedding in Player Registration and posting to westonkahockey.org. Email out with to members before the season begins.

v) **Grievance Policy - Tabling policy conversation until the June BOD meeting**

- (1) MWAH does not currently have a policy
- (2) MN Hockey Recommendation:
https://www.dropbox.com/s/y3wbf9d26to5vbo/Example_Of_Association_Grievance_Process.pdf?dl=0

- (3) Orono Policy:
<https://www.dropbox.com/s/pkd5h00kw37yejo/Orono%20Youth%20Hockey%20Grievance%20Policy.docx?dl=0>
- (4) NEW MWAH DRAFT policy:
https://www.dropbox.com/s/w1g5dmix8t9t5ck/MWAH%20GRIEVANCE%20POLICY_DRAFT%20MAR%202018.docx?dl=0

vi) Volunteer Policy & Agreement - Tabling policy conversation until the June BOD meeting

- (1) Current Version Posted on MWAH / Documents
https://www.dropbox.com/s/gqyyc70y7kjqotu/Volunteer_Agreement_Form.pdf?dl=0
- (2) Current Version Posted on MWAH as a part of the player registrations process
<https://www.dropbox.com/s/7srgo8po4lvlydk/Current%20Volunteer%20Policy%20embedded%20in%20MWAH%20Registration%20Process.docx?dl=0>
- (3) Orono Policy:
<https://www.dropbox.com/s/ddxh39ek13p5iao/Orono%20Youth%20Hockey%20Association%20Volunteer%20Policy.docx?dl=0>
- (4) Volunteer/DIBS Director to Propose A Revised Draft

7) 9:30pm Elections

- a) President
 - i) BOD unanimously approves Ryan Flom as association President for 2 year term.
- b) Vice President
 - i) BOD approves CR Childers as VP of the association for 2 year term
- c) Secretary role opened as VP change approved
 - i) Robin H nominated Christine to be Secretary Motion Ryan, CR 2nd – BOD unanimous
- d) Tournaments Director Position now open with Christine's acceptance of Secretary role

8) 10:03pm Adjourn –

- a) Mark made motion, Robin 2nd, BOD Unanimous