

Meeting Minutes

Pine City Youth Hockey Board Meeting

December 19, 2022, at 6:30 pm at the Cabina Caffè

Board Members Present: Marco Schisano, Deanna Jahnz, Eric Bjorklund, Jenny Rydberg, Krissy Valvoda, Jonah Sauter, Grant Nicoll, Ryan Brant and Kyle Borgstrom

Also, in attendance: Amy Brouwer, Michelle Linnell, Danielle Olivo, Deja Mettling, Rebecca Stuckey, Ashley Wasson, Pam Zabrok

Marco called the meeting to order at 6:33 pm.

1. **Agenda:** was reviewed for additions and/or deletions
A motion was made by Jenny to approve the December 19, 2022 agenda; Deanna seconded the motion – all in favor - motion carried.
2. **Meeting Minutes:** Reviewed November meeting minutes that were emailed to the board prior to the meeting and distributed. Eric made a motion to approve the November meeting minutes, and Deanna seconded the motion – all in favor – motion carried.
3. **Open Forum** – n/a
4. **Gambling – Deja** –
 - November LG 1004 Actual expenditures – Deanna made a motion to approve the November and Krissy seconded the motion – all in favor – motion passed.
 - December LG 1004 projected expenditures – Discussed increasing the payroll/rent to \$18,000, adding \$800 to mileage, and moving the Rush City Schools and PCYH General Account amounts to the limit column, not actual. Marco made a motion to approve the December LG 1004 projected expenditures, as amended, and Jenny seconded the motion – all in favor – motion passed.
 - The required financial and inventory paperwork from September 2022 was passed around for review.
 - Bingo game sheet and approval to increase Lake Appeal cash bank to \$500 – Deanna made a motion to approve the bingo game sheet, and Kyle seconded the motion – all in favor – motion passed.
 - Calendar Raffle – There is \$800 outstanding (without deposit checks) in the calendar raffle. There is \$1,100 in deposit checks still outstanding. All families have been contacted. As of 12/17/22 \$15,410 has been deposited from calendar sales. A check from the general account will be needed on the 31st for the missing calendars, that are not in our inventory. Deja and Krissy will work together for the outstanding money.
 - Yearly Gambling Manager’s continuing education has been completed to remain in compliance.
 - Year-end audit of all cash and inventory is scheduled to be completed on New Year’s Day. The deadline is 1/30/23 to mail in the reports to the MN Dept of Revenue and MN Gambling Control.

- Currie, Myer, and Associates have stated Pine City Gambling has fulfilled our donation amount to Rush City to date.

Deja left the meeting.

Gambling Committee – includes Pam Zabrok, Ashley Wasson, Rebecca Stuckey

Rebecca expressed the need for an assistant to the gambling manager. She indicated that she would be interested in filling this position. She has noticed delays and some scheduling issues and we need to make sure we retain the employees we have. VFW has expressed issues recently.

5. **Treasurer and Billing Manager Report – Krissy**

The 12/19/22 Treasurer’s Report was presented by Krissy.

General Account: The beginning balance was \$209,008.66; Deposits and withdrawals were shared and the ending balance was \$174,186.15 (with concessions - \$188,893.85).

Concessions Account: The beginning balance was \$10,624.11, Deposits and withdrawals were shared, and the ending balance was \$14,707.70.

Outdoor Rink: The beginning balance was \$34,582.14, deposits and withdrawals were shared, and the ending balance was \$34,582.14.

- Krissy reviewed the wreath fundraiser –
 - 1430 – wreaths, \$7,150 – wreath credits, \$685.70 – profit to PCYH
- Past due ice bills - \$1,728.11 – December, \$6,890.41 - January

Marco made a motion to approve the 12/19/22 Treasurer’s report, Deanna seconded the motion – all in favor – motion carried.

Deanna made a motion that PCYH will cover the December monthly ice fees that are due in January, Eric seconded – all in favor – the motion passed.

Report that the iPad charger is missing on the ice and PCYH will need to purchase a new one.

6. **Pine City Civic Center (Danielle) –**

- Civic Center is planning to schedule Youth Open Skating and Hockey over Holiday break.
- Question what to do with the old association picture banner – response is that we usually throw it away.
- Danielle has received questions about people not being able to view the Civic Center calendar on their phones – she has researched and learned it’s due to the settings in safari. So, viewers will either need to use a different browser or changes safari settings to allow site tracking.
- Arena has installed clocks in the locker rooms.
- Danielle is still researching purchasing a portable scoreboard in the event that the main scoreboard goes down.
- Civic Center has sent out flyers for interest in advertising.

7. **Girls High School Program – n/a**

8. **Boys High School Program – n/a**

9. **Registrar – Ali – absent.** Discussion on making sure only rostered coaches are on the bench. This is critical and D10 monitors.

- 10. Equipment Coordinator – Kris (absent)** – Kris reported that we are stocked with Mite D jerseys next year. Question what to do with old Squirt jerseys – discuss that they can be handed out at youth night or at the Coaches vs. hunger game. Discussion on Jerseys for next year – this year we were fine but if there is a 15U team, we will need to purchase additional jerseys. We would like Kris to take inventory and determine what will need for next year – we will likely need to purchase an additional 20 jerseys and 2 – goalie cut jerseys.
- 11. Association Goalie Manager – Tami (absent)** – Goalie practices have been going well – they are separated by level: squirt/mites and peewee/bantam.
- 12. Girls Coordinator – Amy** PCYH Girls’ Night is rescheduled for January 30th. Deanna will re-post DIBS and the 8U teams will scrimmage during 1st intermission.
- 13. Ice Scheduler – (Michelle)** –
Outdoor ice – email to go to coaches to schedule outdoor ice through Michelle.
Girls High School has requested after-school outdoor ice. Marco stated that should be requested through PCYH (i.e., Michelle) since PCYH has an agreement with the City that PCYH has rights to ice from 3 pm–close on weekdays.
The standard for scheduling and requests for outdoor ice are as follows:
- Fill standard practice parameters first
 - Look at re-scheduling late night practices
 - Open to extra practices teams/coaches would like to pick up
- Discussion on peewee/squirt conflict with Vikings game and hockey schedule.
Michelle mentioned blocking out holiday days next year.
- 14. Jonah – Hockey Director, Mite Coordinator, High School game flag –**
- Mite B – continue to be short on coaches. Jonah has been in communication with coaches.
 - Need to fix conflicts with other towns.
 - Needed to re-enter games to reflect how much ice for mites (i.e., 3/4, 1/2, full)
 - Game flag – Mite C – Tuesday night game, Mite B – Thursday night game.
 - Krissy reported that there have been complaints regarding kids not getting equal playing time. Jonah has also received complaints.
- 15. Eric - Outdoor rinks, Hilltop, Rink Rat –**
- New boards/glass installed
 - Eric underestimated the cost of the snow plows. It costs \$750 for one. Eric hasn’t yet purchased one, but if ok will proceed with purchasing one snow plow.
 - Nozzles – came in at \$672 and \$200 in fuel.
 - Discussion on purchasing white paint to paint the ice, estimated cost for paint \$1,035 and total cost for paint and line approx.. \$1,775. Kyle will pick up the paint Tuesday, 12/20/22.
 - Mini nets – Stacey Shafer has the nets; they just need to be set up.
 - Discussion on old Civic Center’s nets – Kyle made a motion the PCYH will purchase two nets from Civic Center in the amount of \$1,600, with the agreement that PCYH will pick up their new nets and transport them back to Pine City, Grant seconded the motion – all in favor – motion passed.

- Discussion on additional items needed – we need next need to purchase Intermediate nets.

16. Kyle – Goalies, Tryout Practices – Reported installation on the boards/glass – the process went well and fast; however, the volunteer turnout was terrible. Kyle is disappointed in the turnout of volunteers in this project that will benefit all of PCYH.

As an FYI - the Hilltop committee nominated Kyle as the project manager for the installation of the boards/glass and he accepted.

17. Grant – Ice Scheduling, Tryouts, Tune-Ups, Step-Ups – Tryouts, tune-ups/steps-ups – done

18. Deanna – Vice-President, Events, Area School Liaison, Annual Meeting, Concessions, Fair – Concessions are going well. They are working with the Pizza Pub to try to figure out a standard/flow of pizzas during the High School games. Deanna has received questions on how to claim DIBS, so will look at putting together a ‘how to’. Discussion on the volunteer requirements and the team week vs. opt-out. Team week is still required for opt-outs.

19. Krissy – Managers, Tournaments, Hotels, Registration, Game Sheet – Reported that Mite jamboree fees have increased – previously fees were approx. \$200-300, now they are \$500. Will need to evaluate costs at the end of the season.

20. Jenny – Secretary, Communications, Equipment, Girls – Youth Night flyer – will send to Grant to print once finalized and will send out to the masses.

Amy – she is still working on the slide show on the girls’ program. Will send it out when she is finished for review.

21. Ryan – Summer Hockey, Learn-to-Skate, Parades – Mentioned to Marco to keep an eye out for volunteer credit from his employer.

22. Marco – President Report, Grants – District 10 – short meeting

President, Marco closed the meeting at 8:20 pm.

Marco re-opened the meeting at 9:07 pm.

Eric made a motion to adjourn the meeting at 9:07 pm, Marco 2nd the motion – all in favor – motion carried.

The next meeting is scheduled for January 16th at Cabina Café – Gambling Committee at 6pm, entire board at 6:30 pm.