

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: NP Fire Department Meeting Room
Wednesday, July 10th, 2024, 7:00 P.M.

Meeting called to order at 7:05pm.

1. ATTENDANCE

NPHA Board

President	Tony Robles	Present
Vice President	Jason Olson	Present
Secretary	Kristi Nelson	Absent
Treasurer	Ben Jones	Present
Director of Operations	Mike Westing	Present
Communication Director	Amanda Will	Absent
Interim Board Member at Large	Matt Kaehler	Present
Interim Board Member at Large/Past Board Member	Daniel Sacco	Present
Interim Manager Director	Brandy Rife	Present

Coordinator Positions

Clothing & Apparel Coordinator	Sarah Hartman	Absent
Concession Stand Coordinator	Sarah Robertson	Absent
Equipment Coordinator	Kristi Nelson	Present
Fundraising Coordinator	Kristina Dillon	Absent
Gambling Manager	Nate Borwege	Absent
Gambling Manager Trainee	Jason Schlekewy	Present
HDC Coordinator	Joe Birkholz	Present
Ice Time Coordinator	Tyler Kienow	Absent
Mite/8U Coordinator	Anthony Anderson	Absent
NPACC Manager	Justin Hauge	Absent
Outdoor Ice Coordinator	Jeremy Denzer	Absent
Recruitment & Retention Coord	VACANT	
Registrar	Miranda Vertnik	Present
Safe Sport Coordinator	Chelsea Casey	Absent
Sponsorship Coordinator	Timothy Bessette	Absent
Tournament Coordinator	VACANT	
Volunteer Coordinator	Aimee Bombardo	Absent
Website/Technology Coordinator	Dallas Akre	Absent

Others present: Bryan Frank (HDC Member)

2. REPORTS

1. **Secretary’s Report (Kristi Nelson):** Kristi shared the meeting minutes for June 2024 with the Board prior to this meeting and there were no suggested revisions or changes to the minutes. A motion was made by Ben to approve the June 2024 Meeting Minutes, which was seconded by Mike. Motion carried 7-0 (with two Board members absent). Kristi will post the June 2024 Meeting Minutes to the NPHA website.
2. **Treasurer’s Report (Ben Jones):** Ben shared the monthly financials with the Board prior to the meeting. Ben said there isn’t anything too major to report and he feels the financials are looking good overall. He noted that our balance sheet shows that the association is negative in the general account, but he will be transferring money into that account soon from the Concession Stand bank account. He noted that there is still one family with a past due balance from last season and he will let the

Registrar know since they cannot play this coming season until their past due balance is cleared. Mike made a motion to approve the June 2024 Treasurer's Report, which was seconded by Tony. Motion carried 7-0 (with two Board members absent).

3. **Gambling Report (Nate Borwege/Jason Schlekewy):** Nate provided the April and May 2024 Gambling Reports prior to the meeting. Jason reported that the profit for April was \$3,440.69 and we had a lost of \$377.38 during the month of May. He also reported that things are coming along now at the Rusty Spoke – they have filed permits with the state and the establishment hopes to open near the end of this month. They will be looking to have 4 pull tab games along with electronic pull tabs. The Rusty Spoke is also interested in having other events, such as meat raffles, firearm raffles, etc. Jason will be connecting with folks who can give some guidance on how to run these programs. Ben made a motion to approve the April and May 2024 Gambling Reports as well as the Pre-Approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Mike. Motion carried 7-0 (with two Board members absent).

3. OLD BUSINESS

1. **Open Coordinator Positions:** Thank you to our volunteers who will be filling these open positions.
 1. **Sponsorship:** Timothy Bessette will be taking on this role. He can have an assistant if needed. Miranda will connect with him to have him complete a Background Screening since he will be handling money for the association.
 2. **Concession Stand Coordinator:** Sarah Robertson applied for and was appointed to this position. Miranda will check to see if Sarah is due for an updated Background Screening in light of this position requiring the handling of money for the association – she has previously completed them for her role as locker room monitor.
 1. May have new Managers to appoint as it sounds like Abby Hosking and Carrie Herbeck will no longer be concession stand managers. We have a few applicants, those were sent to Sarah to make her recommendations to the Board.
 3. **Raffle Calendar:** Last month, Renae Crabb shared that she was resigning from this position since her daughter would be leaving the association this season. The position was posted and the Board appointed Abby Hosking to fill the role. She will work with our Gambling Manager to facilitate the raffle calendar fundraiser. Miranda will connect with her to have her complete a Background Screening since he will be handling money for the association.
 4. **Clothing and Apparel:** Sarah Hartman will be returning to this position since Ashley Lindholm has stepped down. Sarah filled this role for many years in the past.
 5. **Recruitment & Retention:** Remains open. Brandy will continue to help in this role until we can find an applicant.
 6. **Tournament Coordinator:** This position is responsible for overseeing the end of the season tournament NPHA hosts for D6, we will need to wait to see what level of play we are hosting. Then once teams are filled, we will seek a TC from that group of families.

4. COORDINATOR UPDATES

1. **President**
 - i. **NPACC Manager (Justin Hauge):** Tony shared that there was an arena meeting this past Monday. New signage on arena will be completed soon. Having issues with dehumidifier system, they are working on that, but are unfortunately outside the 18-month warranty period by one month. New Zamboni still slotted for August. Looking to remodel the bleachers – add more seating. Continuing front entry remodel and possibly a new security system. Will have two Learn To Skate sessions (don't have those dates yet). Dasher boards – they just need to know from us what is old and coming out. Need to have Kristi or Timmy reach out.
 - ii. **Gambling Coordinator (Nate Borwege/Jason Schlekewy):** Jason asked who runs the email or Facebook page – Brandy is covering for Amanda and Kristi can help as well. We will need to make an announcement on behalf of Rusty Spoke at some point once everything is final there.

- iii. **Safe Sport Coordinator (Chelsea Casey):** Talked to Scott Gray about locking the locker rooms – they do not need to be locked according to Scott Gray. – Would be good to have this in writing since he, Scott Gray, had originally stated these need to be locked during a training attended by our Registrar.

2. Vice President

- i. **HDC Coordinator (Joe Birkholz):** HDC meeting on Sunday. Focus on girls' hockey updates. The HDC would like to have a girls lead and they recommend Matt Carns to take the lead. He is a non-parent coach, would put coaching on hold this season and focus on leading the girls program. Build a girls' sub-committee – of five individuals (no less than 3) (want to have someone from every level of girls play if possible). Will be working on the application process for that. Draft created for the Handbook. Last month discussion was given to a co-op for the girls' teams, specifically 12U. No decision was made to at that time, needed to do some research on the option. Bryan, Tony, and Joe have been in talks with MN River – they approached us want to develop a 12U A team. Have had two virtual meetings. Last year MN River had a 12U A team, petitioned to play in D6, did not perform well. They have almost 20 players this season, we have some as well who could play at the A level. Can't really create a formal co-op this season, but we could waive some players in/out between our two programs this season if needed and we will look into working on a more long-term co-op plan – need to see if this is something that would be supported by the membership. For now, if we waive players out, we put ourselves at risk of not having enough players to host a 12U team at all. HDC would like to host a 12U B1 team this coming season – some of the players who are looking to leave are under the assumption that we would be hosting a B2 team. Jason asked if we should survey the parents to see if folks are open to a co-op in the future. Have Matt Carns take the lead on this. Regarding 10U, our numbers are forecasting 22 10U players and no goalies. D6 asked if we would be hosting an A and a B1 team this season, all but 3 of our 10U B1 players have aged up to 12U, so if we had an A team, the large majority of those players would be from our 10U B2 team last season. Without a declared goalie, the HDC is not confident in hosting an 10U A team this season. Could get some funding to host events to promote girls' hockey in NP. Tim is working on goalie gear. Bryan talked about the Training House – a proposal to get some training time there for our upper-level teams. Board and HDC members can do a tour there - Bryan will share the details when he has that. What would a schedule look like with them...trying to slate one session per team in October and then two each month thereafter. Coaches and players will get a lot out of these sessions. Coaches meeting tentatively scheduled for Sept 15th. Junior Gold – the program in MN River has about 11 players to waive out to JG...we might have the numbers to host two JG teams this season depending on numbers at the high school level. We will have to wait to see how it all shakes out when registration opens. Ice time will be tight this season with more teams than we've had in a while. The HDC will be looking at other facilities to rent ice from. Ryan D and Jake P are working out the details on tryouts. Torey and Bryan are looking at the SQ/10U model.
- ii. **Mite/8U Coordinator (Anthony Anderson):** Anthony will be the Mite/8U Coordinator this season with support from Troy Pint, Colton Borwege, and Jon Bauer.
- iii. **Ice Time Coordinator (Tyler Kienow):** No updates – waiting on team declarations so that we can start building out schedules.

3. Treasurer

- i. **Concession Stand Coordinator (Sarah Robertson):** Sarah Robertson was recently appointed to this role. Ben spoke with Ashley about working on the transition to Sarah. They will schedule a day to set up some training.
- ii. **Fundraising Coordinator (Kristina Dillon):** No updates

4. Secretary

- i. **Registrar (Miranda Vertnik):** Miranda reported that the 2024-25 season had been added to the USA Hockey portal for registrars so she will begin sending out links for

volunteers to obtain their new USA Hockey membership number and complete their background screenings and safe sport training as needed. Miranda also reviewed the new MN Hockey waiver rules that are effective this season. She noted that some families were under the impression that if you are to waive out then you can never return to your home association – she clarified that this is not true. All waivers (apart from the school attendance waiver, which is now only available to first year SQ/10U players) are a one-year temporary discretionary waiver and technically all players who waive out to another association must return to their home association the following season (unless a new waiver is obtained). Those who obtain the school attendance waiver (only first year SQ/10U) do not need to obtain a new waiver each subsequent season but are not prohibited from returning to their home association. The 2024-25 Coaching Application and Coaching Contract has been shared with the HDC and is just awaiting their approval so that it can be finalized and shared with the membership. Miranda will connect with Brandy in the coming weeks to finalize the Team Manager application for this season. Mike shared the Preseason Development Camp flyer with Miranda, she will work to finish up that player registration and share with Mike for final approval.

- ii. **Volunteer Coordinator (Aimee Bombardo):** Need to connect with Aimee about preseason dates and tryouts to get some DIBS sessions listed – once registration is open and Miranda can create the 2024-25 DIBS session.

5. Director of Operations

- i. **Equipment Coordinator (Kristi Nelson):** No updates.
- ii. **Outdoor Ice Coordinator (Jeremy Denzer):** The Zamboni from last year went to Madison Lake as a donation in exchange for ice time, we couldn't use the ice time there last season, but hope to use it this season. Our ODR – there are some repairs needed (some boards loose, etc.) Do we have the funds for the repairs and for a Zamboni. See if we can get some estimates on the repairs, etc.
- iii. **Tournament Coordinator (VACANT):** No updates.

6. Communications Director

- i. **Sponsorship Coordinator (Timothy Bessette):** Tim has some ideas, Tony will invite him to a meeting soon so he can share.
- ii. **Website & Technology Coordinator (Dallas Akre):** No updates.

7. Board Member at Large

- i. **Recruitment & Retention Coordinator (VACANT):** Registered for the parade for Dozinky (9/21). Kristi has a vehicle and trailer that we can use. Beer garden shifts as well. Need to get a committee to help with season kick off. Need to get banners ordered so they can be raised at kick off. Need to pick a date. Flyers to go out at the schools in September.

8. Past Board Member:

- i. **Clothing & Apparel Coordinator (Sarah Hartman):** Sarah Hartman will be taking this role back over.

9. Manager Director: N/A

5. NEW BUSINESS

1. **Budget & Handbook Meeting Updates:** Budget finalized and approved. Finishing Handbook later this evening.
2. **Scrimmage Coordinator Meeting Planning:** Still need to decide if we will create this position.
3. **D6 President Elect Position:** Tony shared that we had one interested candidate, Bill Lieske, has an incoming second year Mite/8U and has another child who may also be playing soon. Tony made a motion to approve Bill as the D6 President Elect representative for NPHA, which was seconded by Brandy. Motion carried 7-0 (with two Board members absent). Tony will connect with Bill and help get him started on this role.

4. **Coverage for Amanda:** Tony shared that he feels the group is doing a pretty good job for now covering her duties until her family gets through this big hurdle. Will continue to cover for her in the short term and will reevaluate how things are going as we get closer to the start of the season.
5. **Voting on coordinator and new board member:**
 - i. Since the last Board meeting, Kirk Crabb submitted his resignation from his position on the Board in light of his daughter leaving the association. His resignation was accepted by the Board and an Interim Board Member at Large position was advertised. We received two applications which were reviewed and discussed by the Board. Tony made a motion to appoint Matt Kaehler to the Interim Board Member at Large position, which was seconded by Brandy. Motion carried, 6-1, with one Member absent.
 - ii. The Board also advertised openings to the following Coordinator positions: Sponsorship, Clothing and Apparel, Raffle Calendar, Recruitment and Retention, and Concession Stand Coordinator. As noted above, the following individuals were appointed: Timothy Bessette (Sponsorship); Sarah Hartman (Clothing and Apparel); Abby Hosking (Raffle Calendar); and Sarah Robertson (Concession Stand Coordinator). Tony made a motion to approve these individuals to their respective positions, which was seconded by Mike. Motion carried, 8 - 0.
 1. Since Ashley Lindholm has stepped down from her role as Concession Stand Coordinator, her access to the bank account at Minnwest needs to be removed immediately. In light of Sarah Robertson's appointment to the Concession Stand Coordinator position, she needs to be granted access permissions to the Concession Stand bank account with Minnwest in order to fulfill her duties.

6. **BOARD MEMBER UPDATES**

1. **Interim Manager Director (Brandy Rife):** No further updates.
2. **Director of Operations (Mike Westing):** Mike had a question about JG players...can their fundraising dollars follow them from the Blue Line Club. They haven't allowed it in the past but it would be worth revisiting with the Blue Line Club.
3. **Interim Board Member at Large (Matt Kaehler):** No further updates, other than Brandy will work with him to have him help with the season kick off. Matt shared that he would like to help see more communication between the Board and the HDC and our families.
4. **Communications Director (Amanda Will):** No updates.
5. **Interim Board Member at Large/Past Board Member (Daniel Sacco):** No further updates
6. **Treasurer (Ben Jones):** For refunds, would like to see it changed in the Handbook so that members will only be issued a refund if the refund total is \$10 or more. He was issuing checks this season for less than a dollar and it seems counterintuitive when postage costs more than the refund itself. **(Add this to the Handbook.)**
7. **Secretary (Kristi Nelson):** No updates.
8. **Vice President (Jason Olson):** No further updates.
9. **President (Tony Robles):** Handbook updates had been sent out by Kristi. She highlighted the changes that had been made. Need to update the tryout dates, add a statement that refunds need to be \$10 or more, add the revision for the girls' portion of the handbook sent by Tony. Have Kristi finalize all updates and send to the Board for the final vote.

Tony made a motion to adjourn the meeting, which was seconded by Ben. Motion carried 7-0 (with two Board members absent). Meeting adjourned at 9:34pm.

Meeting minutes prepared by Miranda Vertnik, NPHA Registrar