



Grand Traverse Hockey Association (GTHA) DRAFT Board Meeting Minutes

Date: January 8, 2024

Time: 7:00PM

Location: Centre Ice Community Room

Notes Recorded By: Rose Zivkovich

Call To Order

Called to order at 5:32pm

Roll Call

Board Attendees:

President - Matt Wheeler - present

Executive Vice President - Quentin Burchill - present

House Vice President - Tim White - phone

Travel Vice President - Noella Korte - present

Girls Vice President - Sara Posey - present

Executive Treasurer - Steve Peacock - online

Executive Secretary - Rose Zivkovich - present

Coaching Director - Chris Posey - absent

Mite Director - Tom Kain - absent

Referee In Chief - Jake Tolfree - present

Members: N/A

Approval Of Minutes

Board Minutes from the previous meeting were emailed to Board Members and posted on the website.

Motion to approve minutes - MW 1st, Sara Posey 2nd, all members present approved, motion passed.

Approval Of Agenda

Board Agenda was emailed to Board Members and posted on the website at least one week prior.

Motion to approve agenda - MW 1st, Sara Posey 2nd, all members present approved, motion passed.

Public Comment

None

Reports

See attached

Old Business

Pending - Coach Selection Policy

Pending - Refund Policy

New Business

None

Adjournment

Adjourned at 6:13pm

Next Meeting Date Monday, February 12, 2024 7PM @ Centre Ice Arena - Community Room

Executive Treasurer/Fundraising Committee Chair - Steve Peacock

- See attached report
- Bylaws to reflect new fiscal year end as 6/30 to include changing terms of new board members to start on 7/1 - will work with Tim on wording

Executive Secretary/Communications Committee - Rose Zivkovich

Mite Director/Mite Committee Chair - Tom Kain

Coaching Director/Coaching Committee Chair - Chris Posey

Referee In Chief - Jake Tolfree

- Planning on stepping down from his board position at the end of March, working on a replacement



Grand Traverse Hockey Association (GTHA) January 2024 Board Reports

President - Matt Wheeler

- Annual Banquet
 - Monday, April 8th at Howe Arena
 - Updating script, will announce tryout information for May, then open up coaching applications
- Spring League
 - 10U - stays the same, 12U - considering 3v3 half ice format, 14U - considering Select Tournament Team
- Travel Tryouts
 - Mid to late May following MAHA schedule
 - Three tryouts for Bantam AA
- Cherry Festival 3v3
 - Saturday, June 29th at Centre Ice - more details to come
- Bus Decal
 - Motion to purchase TC North Stars bus decal for \$500 did not pass
- League Apps
 - Approved for next year - will communicate to teams about variety of platforms available for team management/communication

Vice President/STAR Disciplinary Committee Chair - Quentin Burchill

Vice President Travel/Travel Committee Chair - Noella Korte

Vice President Girls/Girls Committee Chair - Sara Posey

- Motion to approve \$500 for the Girls Skills Skate to keep total payment/player under \$300 as promised - Sara Posey 1st, Steve Peacock 2nd - all members present approved - motion passed

Vice President House/House Committee Chair - Tim White

Grand Traverse Hockey Association

Financial Report for December, 2023

General –

I have reviewed the Association's accounts and records, including banking statements, general ledger activity, accounts receivable and payables (if any) and have concluded that these records are up to date and in compliance with generally accepted accounting principles.

Monthly activities performed:

- Review accounts receivable for any outstanding matters that may require follow up.

See attached report - no changes

- Review posting of checks to banking activity throughout the month

Done

- Review posting of deposits into banking activity for agreement.

Reviewed daily through the entire month

- Receive unopened correspondence from bank (i.e. nsf checks received back from customers, bank initiated account adjustments, banking statements and any other correspondence from the bank) and resolve or pass on to individual who has responsibility for resolution – throughout the month.

None

- Review distribution of charges and receipts recorded for travel or similar teams for proper allocation.

Completed

- Reconcile player rosters to SportsEngine database monthly.

Done

- Complete bank reconciliation and load copy of bank statement into QuickBooks as well as the Association Google Drive.

Done - all bank statements are in the GTHA Google Drive and bank reconciliations are in QuickBooks On-Line

- Prepare month end financial statements and deliver to the Board at the monthly meeting. Once presented, file in the Google Drive for the association.

Done - see attached

- Treasurer will hold a "Treasurer Office Hour" each month virtually. This will be at a pre-arranged specific date/time of the month. The purpose of this meeting is to give any team treasurer a venue with Centre Ice staff and the Treasurer to establish open lines of communications which will help resolve any issues early and efficiently. If an hour a month isn't enough time, more will be added to make sure everyone has a chance to participate.

December held - very fruitful in terms of collecting any debts owed to eliminate de-rostering. Next meeting 1/22/24

- Be available for meetings with Centre Ice staff as well as team treasurers throughout the months as needed for questions and problem resolution.

Available as needed - periodic meetings held during December

- Be available for any questions throughout the month.

Done

- Other:

Will be closing SCRIP bank account into general account in January

Conclusion –

Based on the performance of the procedures listed above, the accounts and records reviewed appear to be properly recorded and in accordance with generally accepted accounting procedures.

If you have any questions, please do not hesitate to reach out to me at steve.peacock@rehmann.com.

Respectively submitted,
Steve Peacock, Treasurer

Grand Traverse Hockey Association

Statement of Financial Position

As of December 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11165 HNB - General Checking	268,431.15
11175 HNB - Dallas Drake Fund	24,004.87
11185 HNB - Scrip Account	7,835.15
Total Bank Accounts	\$300,271.17
Accounts Receivable	
12000 Accounts Receivable	3,017.66
12100 Accounts Receivable - Travel	660.23
Total Accounts Receivable	\$3,677.89
Other Current Assets	
12500 Allowance for Bad Debts	-2,000.00
13000 Undeposited Funds	284.19
Total Other Current Assets	\$-1,715.81
Total Current Assets	\$302,233.25
TOTAL ASSETS	\$302,233.25
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
20500 Due Travel - Tryout	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
30000 Opening Bal Equity	0.00
39000 Retained Earnings	224,083.94
Net Revenue	78,149.31
Total Equity	\$302,233.25
TOTAL LIABILITIES AND EQUITY	\$302,233.25

Grand Traverse Hockey Association

Statement of Activity

April - December, 2023

	TOTAL
Revenue	
40000 Administrative Fee Income	19,382.76
41000 Registration Income	441,309.18
42000 Ice Rental Income	5,880.00
44000 Donation	862.53
45000 Fundraiser Income	72,884.51
49000 Miscellaneous Income	1,756.94
Total Revenue	\$542,075.92
GROSS PROFIT	\$542,075.92
Expenditures	
51000 Registration Expenses	3,800.00
52000 Ice Expense	166,241.83
53400 Tournament Fees	85,415.45
53500 Clinic expenses	830.00
54000 Referees Expense	15,061.58
56000 Award Ceremony Expenses	1,800.00
57000 Office Expense	10,184.42
59000 Miscellaneous Expenses	74,797.90
59600 Equipment Expense	71,396.62
60000 Contract Labor - Dir. of Hockey	34,398.81
Total Expenditures	\$463,926.61
NET OPERATING REVENUE	\$78,149.31
NET REVENUE	\$78,149.31