

# City of Lakes Youth Hockey Association

## February 2023 Meeting Minutes

February 16, 2023

1. Call to Order: 7:08

2. In attendance: Cory Larson, Nancy Nordeen, Peter Janelle

3. Previous meeting minutes:

[https://docs.google.com/document/d/1Uv8lvpXvO\\_MUh27\\_ed\\_YSSOPFusVRznM/edit](https://docs.google.com/document/d/1Uv8lvpXvO_MUh27_ed_YSSOPFusVRznM/edit)

Minutes accepted: 7:09

4. Old Business:

- Background screening for volunteers - Nancy will summarize and provide a resource for future reference.
- Input needed: Survey for refrigerated ice rink at North Commons in PHASE 1:  
<https://pollev.com/northcommons>
  - Can we suggest a list of bulleted items that our membership should touch on in the comments?
    - Nancy's thoughts Phase 1 - Q3. Missing from this concept is a refrigerated ice rink. We should not pass up the opportunity to support youth hockey in the city. A refrigerated rink will increase access to outdoor ice and extend the outdoor skating season. In addition to the many benefits to skaters and families, it should be noted that hockey brings in a lot of people to the city in the winter. Teams from all over the metro come to Parade Ice Garden and Northeast Ice Arena. Having a refrigerated rink at North Commons would create a hockey corridor along West Broadway between NE Arena and North Commons Park. Businesses will benefit from this investment and increased traffic during the long winter months.
- LTS registration is open
  - An interested list is an option on registration
  - This will hopefully allow people to register even after it is full to show interest which will allow me to know how much ice to book

Review Action Items:

- Send out North Commons Park survey to membership with request for inclusion of a refrigerated ice rink in Phase 1 of the proposed redesign
- Get alumni list to Jennifer for marketing spaghetti dinner (Nancy)

5. Monthly Calendar Review:

<https://docs.google.com/spreadsheets/d/1ahYTzqBGhTYAT-qywiEY79we9p5hbfZM/edit#gid=400375471>

6. President's Report:

- Update on Co-op situation
- Reached out to Storm president to request their viewpoint on wavering players over that have determined the Storm are cost prohibitive to playing hockey
  - No response
- Pull tabs
  - Met with Alicia's on Friday, 2/10.
    - They are on board and have done this before and are excited to add this to their establishment
  - Prospective gambling manager and I will be registering for a class in early March or early April as required by the gaming board
    - 10 hours of virtual learning and passing a test
  - Gambling manager will need to be added as a voting member
  - Payroll will need to be set up
  - \$350+ for the application fee
- Scholarship Approval
- Concession stand was approved for the D1 festival
  - MPRB will take 10%
  - Seth Spangler is organizing the purchase of supplies
    - Has item list been approved by MPRB?
    - Need Costco member to volunteer to "host" a shopping trip.
    - What is our budget for purchasing items? Do we have an expected attendance number to determine how much concessions to buy?

Accepted:7:55

7. Treasurer's Report:

- Cash on hand (as of 2/15):
  - Checking: \$31,466.52
  - Paypal: \$0
  - Cash box: \$5.83
- Income YTD:
  - Registration (+\$15,276.93)

Registration Fees	Budgeted Amount	Deposit Amount
U15		\$ 15,000.00
Peeweess		\$ 17,287.50
U12		\$ 2,225.00
U10		\$ 2,850.00
Squirt C		\$ 16,125.00
Mite		\$ 7,145.75
Mini Mite		\$ 3,250.00
Learn to Skate		\$ 2,018.68
<b>REGISTRATION FEES TOTAL</b>	<b>\$ 50,625.00</b>	<b>\$ 65,901.93</b>

- Volunteer buyout: \$1,622.50
- Fundraising: \$26,494/24

- Misc.: \$7,969.39
- Budget Summary YTD

<b>CURRENT BUDGET SUMMARY</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>UNDER/OVER</b>	<b>Forecast</b>
<b>Total Income</b>	\$ 92,625.00	\$ 101,988.06	\$ (9,363.06)	
<b>Total Expenses</b>	\$ 96,203.00	\$ 101,870.30	\$ (5,667.30)	

- Actual income does not include spaghetti dinner proceeds
- Major remaining expenses are MPRB ice time for January and February
- The 990-EZ tax filing I mailed to the IRS on 12/11 (due 11/15) was rejected because all 990-EZ forms must be submitted electronically. I e-filed on 1/20. Taxes should be completed in September or October in future years.

Accepted:8:08

#### 8. Vice President's Report:

- Gmail distribution list - my experimental list called [guardians2022@minneapolisitanshockey.com](mailto:guardians2022@minneapolisitanshockey.com) was semi-successful. The upload rejects many hotmail and yahoo addresses but not all so I don't know what to do next. It's not useful if we can add the entire registration to the list.
- Grievance policy - making some progress but this will have to be moved to an action item for the off-season.
- Mini-jamboree went well. This should be taken over by a mite family for next year. It's not hard to implement now that the template is there. Make sure to invite the DinoMights. Nancy will follow up with Anne M and Heidi T to make sure that there are good notes.

Accepted: 8:15

#### 9. Secretary's Report:

- No formal report. Please refer to New Business and Action Items.

Accepted:

#### 10. Ice Director's Report:

Accepted:

#### 11. Appointed Positions Reports

##### Equipment Manager (Dalton VanBuren):

- Looking for help coordinating and end of year equipment turn in for each of the teams. I'd like to have this on multiple occasions, once per team, if possible to reduce the burden of the overall effort.
- Would like to have a volunteer or two each time to help sort and store equipment.
- Will need to clear the equipment room completely and reevaluate the space for best use.
- Looking to change how equipment is stored to improve space efficiency.

##### Coaching Coordinator (Dan Gustafson):

##### District Representative (President or available board member):

- No significant news

Fundraising Chair: (Open):

- Spaghetti Dinner Update
- Sponsor Recognition: All sponsors were sent a letter with invitation to the festival and the spaghetti dinner. Need 1 person to set up and staff a welcome table throughout the festival. Sponsor receive 2 dinner tickets, a can koozie, proud sponsor sticker to wear at the game and/or dinner, free beverage coupon for the concession stand. What is the update on concessions for the festival?
- New sponsorships for 2023-2024 can be pursued immediately.

Registrar/Safesport Coordinator (Sarah Carsello):

Volunteer Coordinator (Open):

Tournament Coordinator (Anne Monnens):

Webmaster (Brad VanWinkle):

Manager Coordinator (Cory Larson):

Communications Lead (Jennifer Van Buren):

#### **Email**

- I have set up free marketing email accounts with both iContact and Mailchimp. We have 423 contacts that were pulled from current and previous Titans lists. Not sure yet how many of these are valid addresses.
- Both of these services have recently downgraded the number of emails allowed per month for a free account:
  - iContact: As of March 1, max. 250 contacts, send limit of 500 per month
  - Mailchimp: As of March 10, max. 500 contacts, send limit of 500 per day / 1000 per month.
- Mailchimp has a plugin for SportsEngine that allows visitors to the site to sign up to receive email. I added this feature to our homepage last month. No sign ups yet.
- I'm planning to send our first email blast to the 423 contacts within the next week or so. Marketing info to include D1 Festival, Spaghetti Dinner, Learn to Skate. **Anything else I should include?**

#### **Eventbrite**

- We have sold 24 tickets to the Spaghetti Dinner via Eventbrite. Link to event page: <https://www.eventbrite.com/e/522115701117>
- We need to add our bank account information in order for Eventbrite to send our ticket sales revenue. I sent a link to Peter today to become an admin on the account.

#### **Spaghetti Dinner**

- I was contacted by Brittany from The Joint bar. She is sending a gift certificate to our PO Box for the raffle.
- Hazel's restaurant is donating a gift basket to auction / raffle
- Joe McClay (unofficially) mentioned that he would be willing to donate bottles of wine to be raffled / auctioned at the event. However, their family will be on vacation the night of the dinner, so the raffle coordinators should reach out to him beforehand to make arrangements.

#### **D1 End of Year Festival**

- Flier for the D1 festival is finished. **Do we want to share this with D1 or other associations?** Link to final: [https://www.canva.com/design/DAFaHY2RM6l/qaxn46jdGlgdr13jnbYSoA/edit?utm\\_content=DAFaHY2RM6l&utm\\_campaign=designshare&utm\\_medium=link2&utm\\_source=sharebutton](https://www.canva.com/design/DAFaHY2RM6l/qaxn46jdGlgdr13jnbYSoA/edit?utm_content=DAFaHY2RM6l&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton)
- April Neske and I located festival decorations from prior years in the equipment room. She and I will make additional decorations to display as time allows. **Any special decor requests or suggestions of other posters, etc. that we may already have ready to use?**
- Are we planning to run chuck-a-puck fundraisers during the festival? If so, who is running that? He or she may want to check in with Emily Wolfe to see whether the microphone has been repaired. Last I heard, she was asking electricians for bids to repair.

#### 12. Action Items:

- Send out email to membership regarding open elected and appointed positions (include position titles and descriptions and whether there will be an incumbent running) and asking members to notify the Board of interest; include position titles and descriptions and whether there will be an incumbent running - Paul
- Create a QR code and a talking table for the festival to discuss North Commons refrigerated ice. (Nancy)

#### 13. New Business:

- Need to begin to identify candidates for elected and appointed positions for next year and determine who among the current position-holders want to remain in their position or switch positions (this is an election year for the Secretary and Ice Director; the incumbent Secretary will not run for re-election)
- Invite donors/sponsors to year-end festivals, tournaments, etc.? Done

#### 14. Adjournment: 8:33