



**AC Girls High School Hockey
 Booster Club Meeting Minutes
 Monday, April 8 , 2024
 New Hope Ice Arena New Hope, 7:00 pm Room 2**

Attendance:

Name	Position		Name	Position		Additional Attendees
Rick Mack	President	X	Susan Otto	Treasurer	X	Erinn Staples Brock Staples Jackie Thoennes
Lisa Reberg	Vice President	X	Allison Riestenberg	Secretary	X	
Matt Cook	Head Coach	X	{OPEN POSITION}	Incoming Secretary	X	

April Agenda:

1. **2024-25 Fiscal year started 4/1/2024** > newly elected booster board takes over with this April meeting
 - a. **President:** elected > Rick Mack
 - b. **Vice President:** elected > Lisa Reberg
 - c. **Treasurer:** elected > Susan Otto
 - i. Kevin M. to coordinate bank transfer to Susan Otto with USBank before April meeting
2. **Budget review**
 - a. Work session Monday April 15th, location New Hope Bowl, 7pm (is on website schedule)
 - i. Attendees: outgoing and new board members
 1. Allison: Send invite to outgoing board members to come to this meeting (Kevin, Chad) > sent text on 4/8/24
 - b. Susan: send out budget worksheet, include 2 yrs worth of previous season budget and final actual numbers
 - c. Susan: send to Kevin and Chad
 - d. Allison: Send Susan and Matt the link to the 2024-25 roster spreadsheet (sent 4/8/24)
 - e. Booster Board votes on the budget at May Meeting
3. **Social Media manager:** Erinn Staples is taking over this (non-voting) position
 - a. Including managing updates to Website pages
 - b. Allison and Erinn met to transition things in March
 - c. Erinn is taking over/use the socialmedia@acgirlsbooster.org email account going forward
 - i. Allison: send out email announcing Erinn and to email her w/ any post ideas (sent 4/8/2024)
 - d. Allison: hand over keys to the display cases in the south rink entrance
4. **Webmaster:** This will be a group effort (everyone listed below has admin rights to the website):
 - a. Jackie Thoennes will do calendar updates (game schedule, practices, events, etc.)
 - b. Erinn Staples will manage updates to the web pages
 - c. Ann Cook will manage the rosters
 - d. Rick and Lisa R will be backups.
5. **Secretary position:** Jackie Thoennes will take over this voting position
 - a. Matt motion to vote in Jackie as secretary, Rick seconds, Ayes - all in favor, no - none
6. Identify candidates for other volunteer (non-voting) positions:
 - a. **Event Coordinator:** manage and organize events during the season, direct volunteers.
 - i. Rick: talking with Laura H, Anne M and Aaron Zimmerman
 - b. **Volunteer/Game Day Ops Coordinator:** set up and manage SignUp Genius shifts for Game Day Ops and events.
 - i. Rick: Reach out new families and others for interest in this position; Maybe Erica Cooper?
7. **Shared Contact app - licenses**
 - a. Rick: Assign 5th license for socialmedia@acgirlsbooster.org account (for Erinn Staples) and remove the coach email
 - b. Allison: share contact groups with socialmedia@acgirlsbooster.org email
8. **STP for summer**
 - a. Matt will provide this info and dates before next meeting; has all the pieces arranged
 - b. Rick will put forms together
 - c. Erinn will update STP page on website
 - d. Jackie will add events/dates to calendar
9. **Update on 2024-25 game schedule**
 - a. Matt handed out the game schedule.
 - b. Jackie will add to the calendar after the 2024-2025 season for JV and Varsity gets added to the website.
 - c. Allison: 4/8 emailed Matt Rappaport (ACYHA webmaster) request to add JV/Varsity tags for 2024-2025 season

10. **2024-25 replacement gear:** do we need new jerseys, CCM Jackets, gear bags? See notes in Coach Matt's section
11. **Carla Berg Award:**
 - a. Rick Mack will get info to Olive Riley so she can write a thank you note
12. **Google Contacts Admin:**
 - a. Directory for the @acgirlsbooster.org needs to be updated and social media account needs to be added

Directory (9)

Name	Email	L
<input type="checkbox"/> Alison Riestenberg	jariestenberg@comcast.net	
<input type="checkbox"/> Allison Riestenberg	secretary@acgirlsbooster.org	
<input type="checkbox"/> Chad College	vp@acgirlsbooster.org	
<input type="checkbox"/> Jenni Monogue	acgirlstourneydirector@acgirlsbooste...	
<input type="checkbox"/> Jerry Mlekoday	golf@acgirlsbooster.org	
<input type="checkbox"/> Kevin Monogue	treasurer@acgirlsbooster.org	
<input type="checkbox"/> Matt Cook	amc823@gmail.com	
<input type="checkbox"/> Rick Mack	president@acgirlsbooster.org	
<input type="checkbox"/> Volunteer AC Girls booster	kristin.launderville@gmail.com	
Add SocialMedia@acgirlsbooster.org > Erinn Staples		

President Report: Rick

New Business:

1. None

Old Business:

1. **Future/2024-2025 season:** For Center Ice room: proposal to get a sign to advertise the room is open for family/fans/players, will keep cost under \$50

Vice President Report: Chad (& incoming: Lisa Reberg)

New Business:

1. None

Old Business:

1. Lisa to deliver posters and yearbooks to sponsors during spring months (before school is out)
 - a. Review google drive for sponsors for next season
 - b. Collect yearbooks from storage room in the back of locker room 1
2. \$50 Gift Card for Kendall Thiede and thank you card for her announcing during 2023-24 season.
3. **Future/2024-2025 season:** Fundraising idea: Lisa will find out from NH Dance group about the frozen Frankie's pizza they sold for a fundraiser (they were really good). Get info on it as an option for us for next year.

Treasurer Report: Kevin (& incoming Susan Otto)

Bank Status:

1. P & L Balance: (\$10,860.94)
2. Current Bank Balance: \$18,983.31

New Business:

1. Pay District 281 print shop for banquet programs (invoice submitted to treasurer email on 3/11, for \$26)
 - a. Susan Otto will send them a check
2. Received the Lookout caterer deposit back.

Old Business:

1. Lisa Reberg received check from Cargill for company match for booster fees
2. Owe Danny Chaleston \$750 for shooting cage. Money held, but needs a check cut for him. Matt Cook to let him know he needs to send an invoice or email
 - a. Matt: contact Danny, we have not received this invoice yet.

3. **2023-2024 Booster Fees collection Update** - were due Dec 1, 2023
 - a. Received one of the last outstanding booster fees from 2023-24
 - b. American Online Giving - we received this in March, but aren't sure who this was from \$514.64
 - c. CenterPoint Energy - still waiting for this to come through (a matching donation)

Coach Report: Matt

New Business:

1. Fundraising thoughts:
 - a. Golf Tournament fundraiser vs doing a coupon card fundraiser this year. Think about what fundraisers we want to do for the season, Coach Matt would like the girls to be involved in raising the money
 - i. Guaranteed fundraisers: Holiday Classic tourney, and the youth girls tourney that we do the volunteering for
2. Scrimmage Fest in Shakopee, November 2nd (similar to 2023 event for details)
 - a. Needs to be added to calendar, Matt should confirm dates first
3. Matt: contact Danny Charleston, we have not received a \$750 invoice yet for last year's shooting cage time.

Old Business:

1. 2024-25: new equipment needs:
 - a. Helmet Stickers and numbers, last got them from Letterman
 - i. need 4 sets of numbers 1-50
 - ii. Need 100 Wings stickers for the sides of the helmets
 - iii. Matt: send Lisa the image for the Wings sticker
 - iv. Lisa Reberg will handle this order, will work with Matt
 - b. New stick wraps for incoming players
 - i. 4/8/24: Allison sent contact info for Stick Bandit to Lisa Reberg
 - ii. Need to wait for Fall to place the order, need roster names and numbers
 - c. Matt will do inventory of equipment needs for the budget meeting:
 - i. New bags
 - ii. CCM Jackets (need to get jacket order done early in the summer)
 - iii. New gloves (down to 3 in size 12 and need more of them)
 - iv. White jerseys to replace upcoming year's senior's jerseys (replace them 1 yr ahead of schedule)
2. 2024-25 Game Schedule
 - a. Matt coordinating with new youth director to figure out a saturday for Youth Night
 - b. Home Game (vs metro south) scheduled for 12/21: need to adjust time of game to fit into Youth Night schedule??
3. 2024 Holiday Tourney: Hastings took Princeton's spot, all 7 teams signed contracts (*Larry/AHS AD will deal with the contracts*)
 - a. Next year's Dates: 12/26 - 12/28/2024 (dates are on the calendar, need 2024-25 season tags added)
 - b. *Raised fee to \$1250, none have paid yet*
 - c. AHS AD is asking other ADs for an 8th team (possibly an out-state list)
 - d. Anne Mack has a list of some out-state teams that might be interested in coming into town for this as the 8th team.

Future/2024-25 Season:

1. Next year's bus trip: Rock Ridge (Eveleth area) and Hibbing, November 22- 23, 2024
 - a. Need Player and Parent Hotel coordinator
 - b. Needs to be added to calendar

Secretary Report: Allison

New Business:

1. **Updates to Google Shared Contacts lists (Allison)**
 - a. Added senior parents' emails to Alumni Parents shared group
 - b. Added personal contact info for the seniors to the Alumni shared group
2. Conduct training session on managing the website
 - a. tags and getting upcoming season added to the tag list
 - i. Allison: 4/8/24 sent email to Matt Rappaport to get these added, cc'd Jackie
 - b. managing pages based on what's happening in the season
 - c. Updating pages in a timely manner
 - d. Adding links for in-season photos (social media person) to main page
 - e. adding monthly minutes (secretary) to Booster Board page
3. Timetable for transitioning out of secretary role> work with Jackie
4. July 2024 booster meeting: moved from 7/1 to Monday, 7/8 to avoid 4th of July holiday
 - a. Jackie: Contact Matt Remore (Rink manager) to confirm meeting room reservations for booster meetings for July (7/8 - room 2) and August (8/5 - room 1) meetings
5. Allison set up new 2024-25 Season docs in shared Google Folder ([AC HS Girls Hockey](#))
 - a. [2024-25 player list](#)

Old Business

1. n/a

Future Items:

1. Suggestions to the city:
 - a. Need new dryers in the women's south rink main locker room. (or install paper towel dispensers)
 - b. Fix rink heaters on the bleachers side of the south rink.

Social Media/Website: Erinn & Jackie

Website/Calendar updates

1. **Calendar: Alumni game scheduled for 12/20/2024, 7pm:**
 - a. Date has been added to the schedule
 - b. The event needs the 2024-25 JV and Varsity season tags added to it once the tags are available on the website
 - i. The youth association's webmaster needs to add them

Website/Pages updates

Social Media posts

1. Finish posting the rest of the end of the season awards/banquet stuff

Next Month - May Agenda (Monday, May 6th - Location NHIA, mtg rm [tbd]):

1. Vote on 2024-25 season budget
2. Review 2024-25 schedule - start thinking about special event nights (Senior Night, Teacher Appreciation, Girls Youth Night), get them assigned to game/dates by August meeting
3. STP - follow up on forms, updates to website page
- 4.

Future agenda items:

1. **May:** discuss Fundraisers for the season.
2. **May/June** booster schedule: pick the date for the alumni game in December. The rink mgmt wants us to ask for this ice in june/july) and book meeting room 1 for the after skate pizza party
 - a. Contact Youth Association Webmaster to get 2024-25 season JV and Varsity Tags added to website and attached to Girls HS hockey main tag

CURRENTLY SELECTED TAG(S):

Armstrong Cooper Youth Hockey Association

Armstrong Cooper Girls High School Program AC HS Girls V (2023-2024) AC HS Girls JV (2023-2024)

Teams

Armstrong Cooper Girls High School Program

Armstrong Cooper Girls Varsity (All Seasons)

AC HS Girls V (2023-2024)

AC HS Girls V (2022-2023)

AC HS Girls V (2021-2022)

AC HS Girls V (2020-2021)

- b.
3. **June:**
 - a. order CCM Parkas from All Star - order replacements (estimate the # we would need to order)
 - b. Decide on fundraisers;
 - i. If Golf Tournament is included, find an event coordinator and start actively planning event, contact New Hope Golf Course to secure a date
4. **July:** call Matt Remore at NHIA and book out meeting room 1 for all booster board meetings for the 1st Monday of the month for the upcoming season (switch to room 2 for months where we meet on the 2nd monday due to holidays, b/c youth meets in room 1 on those days)
 - a. Add dates to the 2024-25 schedule for the season
5. **August:** Assign dates for special events dates. Once assigned, email Mark Severson and Matt Remore at the rink with the schedule, and book meeting room 1 for each event night.

2024-2025 season:

Proposed Capital improvements for locker room (Rick and Matt) > Look at [KJ Branding](#) site for examples

1. Initial budget: \$7000 initially in 2023-24 budget (from previous fundraising efforts) for a long term capital improvements/goal(s)
1. Spent in 2023-24 Season: \$3405
2. No more spending out of this budget in this fiscal year
3. **Have \$3600 approx to carry over to next season's budget (2024-25)**
4. Proposed updates to both locker rooms:
 - a. Done in 2023-24 season:
 - i. Updates to electrical system/wiring (done in 2023-24)
 - ii. Door wraps (joint project with boys team)
 - iii. Speakers, fridge, fan, dehumidifier.
 - b. Future improvements:
 - i. Stick shelving area: [Ask to break out those stick areas for building this year](#)
 - ii. Rolling carts for Sparks machine, tape, etc.
 - iii. New stalls
 - iv. New stick racks
 - v. New weight rack in JV room
5. Project Progress:
 - a. July 2023, Rick drafted proposed plan for remodeling
 - b. Fall 2023: Rick Sent plans to 2 millwork contractors, will reach out to 3rd, awaiting numbers
 - c. 1/8/24: No more spending on this topic this season
 - i. Rick got numbers back from contractors.
 - ii. Rick: Contact Rink > put kick plates back on the newly wrapped locker room doors, the rink should have them from when they took them off or buy new ones. Make sure they all are uniform in size.
6. **Grants/Donations:** MidWestOne Foundation (branch in GV) supports capital improvements. Requires a list of specific items we want/need to fund improvements for physical training areas, locker room improvements, including outline of costs.
 - a. Lisa Reberg will look at grants when plans are more finalized
 - b. *LR, MC and RM to meet and review plan and get overall budget together*

Meeting adjourned - time: 8:18pm

Secretary: *Allison Riesterberg*

Date: 4/8/2024