

**Hastings Hockey Boosters Meeting Minutes**  
**Meeting Date: March 5, 2023**

**Roll Call:**

X	Curtis Gerrits (President)	X	Luke Riveness (Director of Girls In-House)	X	Jake Caneff (Referee Coord.)
X	Dave Fullerton (Vice President)	X	Dan Zgoda (Director of Bantams/Jr. Gold)	X	Lisa Ferdig (Registrar)
X	Kari Erickson (Treasurer)	X	Matt Dugstad (Director of Mites)	X	Joe Westman (Technology)
X	Tony Horton (Secretary)	X	Kristi Woodwick (Director of Girls Travel)	X	Tiffany Newton (Tourn. Coord.)
X	Jim Zgoda (Director of Operations)	X	Sean McCabe (Director of Peewees)	X	Carol Horton (Sponsorship Coord.)
X	Jamie Stevens (Director of Hockey)	X	Bob Erickson (Director of Squirts)	X	Brad Wells (Goalies Coord.)
X	Sarah Schneider (Dir. of Volunteers)	X	Brian Meyer (Director of Learn Hockey)		Vacant (Recruitment)
X	Keith Birken (Charitable Gam. Mgr.)	X	Jon Krauth (Director of Revenue)	X	Kent Winkelman (Apparel Coord.)
X	Pat Gelhar (Director Girls 10U)		Jesse Viall (Ice Scheduler)	X	Luke Fenton (Dryland Coord.)

**Approval of Agenda:**

A motion was made by Dan, seconded by Sara, and carried to approve the amended March 2023 agenda.

**Approval of Minutes:**

A motion was made by Dan, seconded by Brian, and carried to approve the February 2023 meeting minutes.

Topic	Discussion
<b>Membership Comment</b>	<ul style="list-style-type: none"> <li>• None.</li> </ul>
<b>Officer Reports</b>	<ul style="list-style-type: none"> <li>• President – Curtis Gerrits               <ul style="list-style-type: none"> <li>○ 2022-2023 review, accomplishments</li> <li>○ Goals/objectives for 2023-2024 season                   <ul style="list-style-type: none"> <li>▪ Improve registration process</li> <li>▪ \$60k fundraising</li> <li>▪ \$75k-100k charitable gambling net</li> <li>▪ \$20k sponsorships</li> <li>▪ 200 kids in Learn Hockey program</li> <li>▪ Advance the coaching development program</li> </ul> </li> <li>○ Recognition of outgoing board members--plaques presented to                   <ul style="list-style-type: none"> <li>▪ Jim Zgoda</li> <li>▪ Matt Dugstad</li> <li>▪ Sarah Schneider</li> <li>▪ Dan Zgoda</li> <li>▪ Tiffany Newton</li> </ul> </li> </ul> </li> <li>• Vice President – Dave Fullerton               <ul style="list-style-type: none"> <li>○ Update on East Ridge – D8 voted to approve formation of East Ridge Assoc, next the request will go to MN Hockey for approval</li> <li>○ Ice scheduling – talking with other associations to learn best practices. Eagan and Woodbury highly recommend using Avario service. Avario offers scheduling software and scheduling services. Do we want to use Avario? Level directors, and anyone, please send your questions to Dave and he will contact Avario for answers.</li> </ul> </li> </ul>
<b>Director Reports</b>	<ul style="list-style-type: none"> <li>• Girls Traveling Director – Kristi Woodwick               <ul style="list-style-type: none"> <li>○ Raider Wolves report – Both 15U teams made it to Regional playoffs. Planning to conduct year-end survey of parents and players</li> </ul> </li> <li>• Bantams/Jr Gold Director – Dan Zgoda               <ul style="list-style-type: none"> <li>○ Bantam/Jr Gold update – Bantam A lost in Districts, made great progress this season, Bantam C is heading into playoffs</li> <li>○ Tournament planning – we should start advertising our tournaments, there is</li> </ul> </li> </ul>

## Hastings Hockey Boosters Meeting Minutes

Meeting Date: March 5, 2023

(continued)

	<p>growing competition with other tournaments on the same dates</p> <ul style="list-style-type: none"> <li>• Director of Hockey - Jamie Stevens <ul style="list-style-type: none"> <li>○ Hockey Operations Committee update – discussed season end, player evaluation forms, athlete survey forms, collected dryland feedback and discussed improvements for next season, discussed proposed changes for next season, proposed changes will be presented at April board meeting</li> </ul> </li> <li>• Gambling Manager - Keith Birken <ul style="list-style-type: none"> <li>○ Gambling Manager presented gambling reports.</li> <li>○ Monthly gambling update – January 2023 was our best month so far, don't have numbers for February yet</li> <li>○ Gambling Committee update – submitted paperwork to add bingo, added Quarry as our 3<sup>rd</sup> gambling site, in discussions to add gambling at several other establishments</li> <li>○ Gambling record keeping documents are available for review--please contact Keith Birken or Curtis Gerrits</li> </ul> </li> </ul>
<b>Coordinator Reports</b>	<ul style="list-style-type: none"> <li>• Apparel Coordinator – Kent Winkelman <ul style="list-style-type: none"> <li>○ Summary of Lettermen apparel sales: 1,209 items sold totaling \$47,991, about \$4k less than last year, received about \$3k back from Lettermen, working with Lettermen to open 24/7 online apparel sales</li> </ul> </li> </ul>
<b>Old Business</b>	<ul style="list-style-type: none"> <li>• Registration fee discussion – team fees, should we just include estimated team fees in registration cost?</li> <li>• Year end surveys – will go out to parents in the next week, Curtis and Dave will collect results and present them at a future meeting</li> <li>• Center-ice logo, east rink – logo is old and beat up, needs to be replaced, city will pay ½ the cost</li> <li>• Payment for scoreboard and sound systems – final approval. <ul style="list-style-type: none"> <li>○ A motion was made by Dan, seconded by Kristi, and carried to approve \$17, 698.34 payment for the new scoreboard and sound systems installed last fall</li> </ul> </li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• Budget planning for 2023-2024 season – everyone start collecting your information for the budget, expect the first draft of the budget in May, expect to approve new budget in June</li> <li>• Candidate search for open coordinator positions: Recruiting/Marketing Coordinator, Tournament Coordinator</li> <li>• Approval of newly elected board members <ul style="list-style-type: none"> <li>○ A motion was made by Sarah, seconded by Dan, and carried to approve the new board members elected in February's board elections.</li> </ul> </li> </ul>
<b>Board Comment</b>	<ul style="list-style-type: none"> <li>• We might want to consider holding an off-site, day-long strategic planning meeting</li> <li>• The city has CIF funding available – contact Curtis if you have an idea for a project</li> <li>• Thanks to Pat Gelhar for helping with our new Quarry pull tab booth!</li> <li>• We should consider paying scrimmage referees in person instead of mailing the checks</li> </ul>
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• A motion was made by Dan, seconded by Sarah, and carried to adjourn at 8:59 pm</li> </ul>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• Next Meeting: Sunday, April 2, 2023</li> </ul>

MINNESOTA LAWFUL GAMBLING

**LG1004 Monthly Gambling Report to Members**

Minnesota Statutes 349.19, Subdivisions 3 and 5, and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

**The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.**

Organization: Hastings Hockey Boosters Meeting date: March 5<sup>th</sup>, 2023

Documentation Provided	Reporting Requirements for each form of lawful gambling conducted
1. LG100 Monthly Lawful Gambling Activity Summary or G1 Lawful Gambling Monthly Tax Return with the following:  LG100A Schedule B2 LG100C LG100F	<ul style="list-style-type: none"> <li>• Gross receipts.</li> <li>• Dollar amount of all prizes paid out.</li> <li>• Total value of all merchandise prizes awarded from each form of gambling conducted.</li> <li>• Lawful purpose expenditures.</li> <li>• Profit carryover reconciliation.</li> </ul>
2. Copy of check register or itemized expense journal that includes electronic transactions.	Complete details on all allowable expenses including payee, amount, date issued, and purpose.
3. Copies of distributor invoices or perpetual inventory records.	Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.
4. Copy of the month-end physical inventory.	Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory.
5. Copy of itemized bank statement reconciliation (LG100F).	Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.
6. Fund loss report.	Any fund loss discovered during the month.
7. Correspondence and other documents:  Gambling Control Board: Approval/denial letters, allegations, questionable expenses, profit carryover variance, other Department of Revenue: Error corrections, tax bills, tax orders IRS: Tax notices Miscellaneous correspondence Annual audit Compliance review report Bingo program	Correspondence sent or received relating to the lawful gambling operations.

**LG1004 Monthly Gambling Report to Members**

**Authorization of Expenditures**

Minnesota Statutes 349.15, subdivision 1, requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

**Preapproval: Allowable Expenses**

Payee or item to be paid	Brief explanation of the purpose for each expenditure	Expense amount Monthly limit	Approved (Yes/No)
Gambling Products		3,000.00	Yes
Compensation and Payroll		\$8,000.00	Yes
Local Gov't Investigation fee		\$500.00	Yes
Rent		\$6,000.00	Yes
E Pulltabs Equipment		\$5,000.00	Yes
E Linked Binigo		\$1,000.00	Yes
Misc. Services and Supplies		\$2000.00	Yes

**Preapproval: Lawful Purpose Expenditures**

Payee	Brief explanation of the purpose for each expenditure	LPE Code	\$ amount	Approved (Yes/No)

This report was presented to the organization by the gambling manager or other organization member.

Signature, **in ink:** Date:

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