



AC Girls High School Hockey

Booster Club Meeting Minutes

Thursday, April 13, 2023

New Hope Ice Arena - Mtg rm 1, 7:00 pm

Attendance:

Name	Position		Name	Position		Additional Attendees
Rick Mack	<i>President</i>	X	Chad College	<i>Vice President</i>	X	Jen Johnson
Kevin Monogue	<i>Treasurer</i>	X	Allison Riestenberg	<i>Secretary</i>	X	
Matt Cook	<i>Head Coach</i>	X	Jenn Sondrall	<i>Outgoing President</i>	X	

April Group Agenda:

1. **Outstanding Booster Fees for 2022-23 season- final update**
 - a. See President and Treasurer sections for updates
2. **Booster Board position openings:** Voting for new candidates takes place at the April Booster Board meeting because the new Fiscal Year starts April 1st.
 - a. 4/3/2023 - Allison sent out email to Booster Club outlining Board and Volunteer Coordinator openings
 - b. **Board positions for 2023-24 season:**
 - i. **President - Rick Mack as president:**
 1. **Motion: Jen S.**
 2. **2nd: Kevin M.**
 3. **Vote: All in favor = Yes, Passed**
 - ii. **Secretary - Jenn Johnson** (replacement for Allison, will shadow Allison for the 2023-24 season)
 1. **Motion: Jen S.**
 2. **2nd: Rick M.**
 3. **Vote: All in favor = Yes, Passed**
 - iii. **VP** (replacement for Chad) No current candidate to vote on at this time, if a candidate steps up, voting will occur at the May meeting.
 1. Lisa Reberg has expressed interest
 2. Chad: invite Lisa R. to the 2023-24 Budget meeting.
 - iv. **Treasurer** (replacement for Kevin M): No current candidate to vote on at this time, if a candidate steps up, voting will occur at May meeting
 1. Susan Otto has expressed interest
 2. Kevin: invite her to the 2023-24 Budget meeting
 - c. **Volunteer position openings for 2023-34 season:** looking for people to take on these roles next year
 - i. Volunteer coordinator > no candidates currently
 - ii. Fundraising coordinator > no candidates currently
 - iii. Game Photographers (or the booster board might hire some for a small number of games)
 1. Board decided to hire this out for the events
 - iv. Social Media/Marketing coordinator > no candidates currently, Allison will continue this for the time being
 - v. Grant Coordinator > no candidates currently
3. **STP Schedule for summer** (Matt): see Coach section for updates
4. **2023-24 Budget working session**
 - a. Originally scheduled for Sunday, April 16th, 5pm, at NHIA (mtg room 1)
 - b. Rescheduled for Tuesday, 4/25 at 7pm
 - i. Jen J will contact Frankie's to get back room
 - ii. Additional agenda item: discuss electronic payment options (Kevin and Rick will own this)
5. **Fundraising** (Chad): see VP section for updates

Group Old Business:

1. **Alumni:**
 - a. Matt and Jenn S will collect contact information for our 3 outgoing seniors for the Google Alumni Contacts list.
 - b. Allison: send email to Alumni group asking for updated contact info or contact info for anyone who might want to be included.
2. **Future: 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. Rick and Matt will work on this project over the spring/summer 2023. Look at KJ Branding site.

President Report: Jenn/Rick

New Business:

1. **Outstanding Booster Fees for 2022-23 season- final update**
 - a. Four outstanding - thru company matching programs.
 - i. Jen S. is working on two:
 1. one thru Benevity
 2. one that the check will probably go thru the school
 - ii. Jen S: meet with Rick before May meeting to hand over Benevity/company matching programs instructions

Old Business:

1. Invoice was sent to AHS AD, Larry Tate, for \$1000 for the part they agreed to pay for the new home jerseys. We are waiting for the check from the school. The school wants to pay the vendor, not us directly in the future.
 - a. The school needs to pay the vendor directly (All Star), can't pay the booster club directly. This did not happen with this year's jersey purchase - the booster club paid the All Star Invoice directly.
 - b. This \$1000 will be applied to an All Star invoice for Away jerseys next year. We will send AHS the invoice directly so they can pay the \$1000 directly to All Star. The Booster Club will pay the remaining invoice amount.
2. Jenn will change President info in Google to Rick and give Rick admin rights before May meeting
 - a. Going forward, Chad and Rick will have Admin access
3. Rick: collect all passwords for Google Booster Board accounts, change them and provide updated passwords to existing Booster Board members. This should be done every year for security.

Vice President Report: Chad

New Business:

1. **VP booster board position:** Lisa Reberg has expressed interest
 - a. Chad: invite Lisa R. to the 2023-24 Budget meeting.
2. Chad will send email to club looking for interest in volunteering for upcoming Twin Cities based marathons/races: [Volunteer with Twin Cities In Motion \(tcmevents.org\)](#)
3. Determine which option would be more lucrative as a fundraiser for members to apply towards booster fees.
 - a. TC Marathon or Coupon cards
4. **Discussion:** Suggestions to collect or allow families to supplement booster fees:
 - i. Talk to Larry/AD about making the booster fees and fees for captains practice. The school won't pay directly for booster fees. School will only pay for a percentage of the equipment charges.
 - ii. Could increase booster fees to include captains practices so it's one fee.
 - iii. Could set up invoices to go out at intervals thru PayPal.
 - iv. Set up an early bird discount on fees?
 - v. Do a itemized invoice for each family outlining the booster fees and the other stuff (sweatshirts, food),
 - vi. Set up a formal scholarship fee
 - vii. Use the fundraising event this summer to go towards booster fees per kid. (kid must show up to get credit)
 - viii. Cub and Ace Hardware volunteering
- b. 4/13/2023: Narrowed down list to 4 things, will pick 2 of the 4 things to go towards booster fees
 - i. Heggies - for every pizza you sell, you get \$X against your outstanding booster fees
 - ii. Benevity - only available to some families whose employers offer it
 - iii. Sponsorships
 - iv. Coupon card or marathon volunteering - need to decide which one

Old Business:

1. Set up a meeting with Larry at AHS to introduce Rick to the AHS athletic office group

2. Fundraiser: Impact Fundraising Coupon Cards, get girls involved in fundraising for the team (see notes from October 2022 meeting). Matt is considering this for a spring/summer campaign (July), not during season. Maybe during an STP day.
3. Sponsorships: Pick a date in the summer as the 'start' of our sponsorship drive. Send out program outline to families a couple of times during the off season, in mid to late summer (1st one during STP; 2nd one in August?)

Treasurer Report: Kevin

Bank Status:

1. Current Bank Balance (if all outstanding items clear): \$ 29,000
2. Bank Activity IN/OUT since last meeting:
 - a. Banquet expenses paid
 - b. Insurance was paid
3. Outstanding/going out in future:
 - a. Need to pay Janie \$500 for end of year video
 - b. Paige (2022 fall training) - Matt needs to get this invoice
 - c. Carla Berg award payment (we received the \$500 from Berg family, LeVoir family signed Bri up for a clinic, we will write them a check for that clinic for the \$500)
4. Ending P/L 2022-23 approx \$29,000 (final # will be presented at budget meeting)

New Business:

1. **Outstanding Booster Fees for 2022-23 season- final update**
 - a. Four outstanding - thru company matching programs.
 - i. Kevin is working on the two through those families' companies.
 - b. Kevin: One corporate benefits check went to the high school, Kevin is tracking this down > still working on this
 - c. Next season, Treasurer will:
 - i. Either ask the families to do the work pushing this thru their companies;
 - ii. or have families write a check to Booster Club for fees, and the check will be returned once the Booster Club gets the companies' payments.
2. **Treasurer** (replacement for Kevin M): No current candidate to vote on at this time, if a candidate steps up, voting will occur at May meeting
 - a. Susan Otto has expressed interest
 - b. Kevin: invite her to the 2023-24 Budget meeting

Old Business:

1. Set up Bank meeting with Rick. Rick never received his bank credit card, and discuss electronic payment options.
2. Work on Taxes before April meeting
 - a. Taxes were paid in April 2023.
 - b. Update: Can't have more than an average of \$50K coming in during our season over 3 years, otherwise we have to do a more extensive tax filing. This hockey season we took in over \$71K, spent \$68K.
 - c. We have to watch our incoming money over the next few years to keep under the average \$50K.
3. Insurance coverage (contact: Zach): Currently, we are covered this year, paid \$400/yr for \$5K coverage
 - a. Work with Zach to get quote for increasing insurance coverage to cover the new equipment (bags, gloves, jerseys, etc) in additional \$5K increments up to \$50K, and what exactly is covered
 - b. Matt is working on determining the replacement costs for the new equipment, everything in locker room (TVs) after storage room shelves gets built
 - c. 3/6/2023: still working with Zach on finalizing the amount changes
 - d. 4/13/2023: Insurance was paid, increased to \$30K for personal property
 - i. Matt will verify the deductible amount

Coach Report: Matt

New Business:

1. Summer Training Program (STP) update on enrollment numbers > 8 to 10 signed up so far, 30+ are invited, planning for 24 - 26 total.
 - a. Provide off-ice speed/agility training dates/times for website when they are solidified
2. Allison: Almost everything has been added to the calendar, still waiting on off-ice speed/agility training dates/times from Matt.
3. Holiday Tournament: OPC and Fergus Falls have confirmed they are in but haven't sent in their contracts yet.
4. Golf tournament - what date?
 - a. Wait for Vikings schedule to come out. Find out when the AC Vs Cooper football game is scheduled

- i. Last year's event was on 9/18 Sunday
- ii. This year tentatively wknd of 9/16 or 9/17 (sat or sun)

Old Business:

1. Update on new equipment orders that were approved at March meeting:
 - a. 4/13: waiting on mock samples on jerseys, working on designs for jerseys and breezers (with Mark at All Star)
2. South rink will get new dashers/glass over this summer, will need glass images behind the boards
 - a. 4/13: Matt will talk to Mark Severson at the rink who pays for this. We want Wings Territory on the home bench, can we sell the away bench signage?
3. **Insurance Coverage:**
 - a. Verify the deductible amount on new policy with insurance rep
4. Update on next year's schedule 26 games:
 - a. 4/13: the outdoor game in St. Paul will happen but that contract won't be signed for a while
 - b. Matt will send Allison an updated schedule to put on the website
5. Possible goalie family discount off Booster fees each year or put additional \$ into training for the goalies.
 - a. 10/3/2022: Group decided to table this, discuss it next season.
 - b. 4/13: decided to support them by buying them more group focused equipment; making sure we pay for goalie coaches at Fall Clinic
6. **Future Items:**
 - a. **Scrimmage Fest 2023:** Research alternatives, don't want to play that many games in one day next year.
 - i. Matt is lining up 2 different days of scrimmages
 - ii. 4/13: scrimmaging Mound and Mpls, on 2 different days, working on details.
 - b. Bus Trip dates: 11/17 - 11/18/23
 - i. 3/6: Update> Mankato (east) for Friday night game, New Ulm fell thru, looking for Saturday
 - ii. 4/13: Mankato East on Friday, Le Sur on Saturday
 1. Matt will get a quote for the bus

Secretary Report: Allison

New Business:

1. Booster Board meetings are on schedule thru Sept 2023. Room at rink is reserved for booster board meetings through July:
 - a. 5/1, Monday - room 1
 - b. 6/5 Monday - room 1
 - c. 7/10 Monday - room 2 < Possibly need to move this
2. Social Media software: Proposed paying for Canva.com website for social media designs
 - a. Board is willing to pay a yearly fee for this, should be proposed at the 2023-24 Budget meeting
 - b. Costs: \$12.99/month or \$119.99/year for an individual Pro subscription.
 - c. Allison: requested to be reimbursed for the 2 months she's paid for out of pocket (\$25.98 = \$12.99 x 2 months). Emailed 2 months of invoices to booster board members.
3. Apparel: proposed replacing the hockey windbreaker jackets for the girls with CCM winter jackets:
 - a. [CCM Men's Winter Jacket - Hockey Teamwear Jackets and Coats \(ccmhockey.com\)](https://www.ccmhockey.com)

Old Business

1. **Dick's Sporting Good Grant**
 - a. Allison: reviewed paperwork for Grant from Shelly Rausch , nothing else is needed
 - b. Allison: Send a thank you email with a photo to DSG
2. **Future Items:** Photography: Booster Board is open to considering hiring a photographer next season to take pictures at home games, discuss after the season ends.

Website updates

1. Summer Training Program (STP):
 - a. Almost everything has been added to the calendar, still waiting on off-ice speed/agility training dates/times from Matt.

Next Month - May Agenda (Monday, 5/1/2023 - Location NHIA, meeting room 1):

1. Approve budget for 2023-2024 season
2. Start golf tournament planning
3. Vote in VP and Treasurer new board members.

Meeting adjourned - time: 8:18pm

Secretary: Allison Riestenberg, Date: 4/13/2023