



River Lakes Hockey Inc. Board Meeting Agenda

January 22, 2024 | 6:30 pm | Koronis Arena

Meeting Called By: Amanda Peterson

Facilitator: Amanda Peterson

Note Taker: Amanda Peterson

Board Members Present:Presenters: Lacey Shierel, Amelia Hoesktra, Matt Hendrickson, Mike Thielke, Brian Menk, Darren Heying, Kyle Akerson, Zsuzsa Bayer, Sara Martinka

Observers:

Time	Item	Owner
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5 Minutes	Meeting Minutes & Agenda	Amanda Peterson
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Discussion		
<ul style="list-style-type: none"> ● Approval of December Meeting Minutes <ul style="list-style-type: none"> ○ Completed over email ● Approval of January Agenda <ul style="list-style-type: none"> ○ Matt motions to approve the January agenda, 2nd by Lacey, Motion Passes 		
Action Items	Person Responsible	Deadline
<ul style="list-style-type: none"> ● Post January Minutes to website 	Amanda	1-29-24

10 Minutes	PDC Update	Amanda Petersn
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Discussion		
<ul style="list-style-type: none"> ● 15U: Exploring the possibility of a 15U team for next season <ul style="list-style-type: none"> ○ Need a few more players, would ideally like to get to 10 players ○ PDC will explore other associations to ask about skaters, and reach out to parents about their interest level ● Discussion on reffing consistencies and coaches conduct on the bench ● IP level: number of new coaches this year. Coaching staff is starting to use Ice Hockey Systems, which is going well. ● Goalie skills going well with great attendance ● Guidance from High School Program <ul style="list-style-type: none"> ○ Systems to put in place, what are the looking for, would like to build more of a relationship between the youth and high school programs 		
Action Items	Person Responsible	Deadline
<ul style="list-style-type: none"> ● Reach out to HS Program 	Dan	Feb 20
Previous Action Items & Update	Person Responsible	Deadline
<ul style="list-style-type: none"> ● Work with Mike to purchase Ice Hockey Systems <ul style="list-style-type: none"> ○ Completed 	Amanda & Kyle	Dec 22

Discussion		
<ul style="list-style-type: none"> ● Review items submitted to BOD Google Form <ul style="list-style-type: none"> ○ No new items at this time ● Challenges <ul style="list-style-type: none"> ○ DIBS <ul style="list-style-type: none"> ■ Hours are not being filled when families have hours to complete <ul style="list-style-type: none"> ● Overall seeing trend even with team support hours not being filled (or being filled by the same families) ■ Late notices on when DIBS shifts are not filled <ul style="list-style-type: none"> ● Working on a new system to alert one week ahead of time when DIBS shifts are open to communicate team managers and families ■ Discussed options for next year to look into: do we hire employees to cover 100% of the time, have one employee and one DIBS shift, keep DIBS as is <ul style="list-style-type: none"> ● Kyle and Amanda will research the financial impacts and bring information back to the next board meeting ● Successes <ul style="list-style-type: none"> ○ Horse Racing went incredibly well the first night <ul style="list-style-type: none"> ■ We had six people working the event, will need 4-5 each night for sure, and one needs to be a board member if possible. ■ Sold out of all 10 games the Lake Association had, and people had a fun time <ul style="list-style-type: none"> ● A number of games we had tables who weren't able to purchase tickets ■ Will continue to host this on the 1st and 3rd Saturdays of each month 		
Action Items	Person Responsible	Deadline
● Research impact of hiring out concession staff hours	Amanda & Kyle	Feb 22
● Advertise next horse racing night	Everyone	Feb 1
Previous Action Items & Update	Person Responsible	Deadline
●		

Discussion		
<ul style="list-style-type: none"> ● Beer and Wine Expo donations are \$2,000 ahead of where they were at this time LY ● Additional unexpected income this month: \$1,000 dasher board, \$500 Chevy test drive (due to participating with both dealerships), and an unfilled DIBS invoice from last season being paid ● Fall fundraiser expense budgeted for this entire fiscal year when a portion will hit next fiscal year, so we will have some savings there ● Will work on Square reclassifications as all income is being coded to concessions ● Ice bills need to be sent to the high school teams ● Reminder for everyone to review the GL detail 		
Action Items	Person Responsible	Deadline
● Square reclassification and research uncategorized sales	Kyle & Amanda	Feb 22
● Send ice bills to high school teams	Marsha	Feb 5
Previous Action Items & Update	Person Responsible	Deadline

<ul style="list-style-type: none"> Everyone review the GL detail to make sure things are coded correctly <ul style="list-style-type: none"> Completed 	Everyone	January 22
<ul style="list-style-type: none"> Decide Earned Sick Time approach <ul style="list-style-type: none"> Completed 	Nick, Mike, Zsuzsa, Kyle and Amanda	December 28

30 Minutes New Business

Amanda Peterson

Discussion		
<ul style="list-style-type: none"> D5 Recap <ul style="list-style-type: none"> Make sure tournament schedules are sent 6 weeks in advance No crossover games are allowed between levels (A can't play B) New school waiver rule: You must play where you live and the only time to get a school waiver will be before your first year of squirts. Official press release coming soon Parent Email Discussion <ul style="list-style-type: none"> Discussed practices and games on Wednesdays and Sundays in relation to attending religious services <ul style="list-style-type: none"> Any Wednesday practices are always optional and they cannot replace a regularly scheduled practice, no attendance consequences can happen. Families can always choose to not attend a practice or game due to religious services and these are exempt from any team attendance rules Game Count Increase Impacts <ul style="list-style-type: none"> Discussion on how the increased games counts are affecting practice times No one is hearing complaints on the increased game counts Town and Country Days Food Stand <ul style="list-style-type: none"> We will be hosting the food stand for the Backdraft Bash on June 8th Will reach out to membership if anyone is interested in being the lead on this Need to verify concession stand license will work if we are selling food outside District Tournament Host Responsibilities <ul style="list-style-type: none"> Hosting three district tournaments: Bantam B2, Peewee B2, and Squirt C <ul style="list-style-type: none"> Need GameSheet, TimeClock, and Music/Announcer shifts and a board member shift for each game <ul style="list-style-type: none"> Board member is responsible for knowing and having a copy of the rules, crowd control if needed, and updating the brackets 		
Action Items	Person Responsible	Deadline
<ul style="list-style-type: none"> Send information on Backdraft Bash concessions lead to membership 	Julia/Amanda	Feb 1
<ul style="list-style-type: none"> Post District Tournament Dibs shifts 	Traci	ASAP
Previous Action Items & Update	Person Responsible	Deadline
<ul style="list-style-type: none"> Communicate ice scheduler pay <ul style="list-style-type: none"> Completed 	Kyle	12-21
<ul style="list-style-type: none"> Send contract to Paynesville Schools <ul style="list-style-type: none"> Completed 	Amanda	12-22
<ul style="list-style-type: none"> Quotes on equipment additions at Koronis (working on that and will discuss next meeting) <ul style="list-style-type: none"> Voss quote updated Another member works for an HVAC company and is going to provide a quote as well. 	Mike, Nick & Zsuzsa	In progress

10 Minutes Timeline Items

Discussion		
<ul style="list-style-type: none"> ● Discussion about election procedure (online or in-person) <ul style="list-style-type: none"> ○ Online, Julia will run the election, and all applications will go to her ○ Looking at dates the first two weeks of April ○ Make note on election communications what board member positions we are in need of ● Contact person for final district tournaments that RLH is hosting <ul style="list-style-type: none"> ○ See above notes 		
Action Items	Person Responsible	Deadline
Previous Action Items & Update	Person Responsible	Deadline
<ul style="list-style-type: none"> ● Train on election process 	Amanda	March 1

5 Minutes Each Director Updates

Directors of Hockey	Cory & Matt:	<ul style="list-style-type: none"> ● Make sure skaters have mouth guards as the refs have been enforcing this
Buddy Program	Julia:	<ul style="list-style-type: none"> ● Families are being reached out to, things are going well
Tournaments	Julia & Corey:	<ul style="list-style-type: none"> ● 56 total teams have participated in our tournaments (8 of our own teams) ● 2 more tournaments left (10UA and 10UB) ● Need to start to work on dates for next year and thinking about team declarations
IP Equipment	Matt, Mike & Corey	<ul style="list-style-type: none"> ● Pucks ordered for both arenas
Team Managers	Lacey:	<ul style="list-style-type: none"> ● Things are going well, managers are doing great communicating to their teams
Fundraising	Sara & Nick:	<ul style="list-style-type: none"> ● Gun Raffle: Tickets should be out at the end of this week/early next week ● Chevy test drives went well and we participated in events from both Schweiters Chevy of Cold Spring and Paynesville Chevy <ul style="list-style-type: none"> ○ Received \$1,000 from each dealership ● Shoot for the Stars Golf: working with Little Crow on securing a date (looking at June or early July)
Concessions	Amelia	<ul style="list-style-type: none"> ● Dibs workers need to focus on daily/evening cleaning when they are not busy
Recruitment	Matt & Corey:	<ul style="list-style-type: none"> ● Paynesville Elementary is skating at Koronis this week and next week <ul style="list-style-type: none"> ○ Need to get flyers to the families
Registration	Amanda & Corey:	<ul style="list-style-type: none"> ● Rosters are all finalized
Clothing	Amanda & Sara:	<ul style="list-style-type: none"> ● No updates
Dibs	Traci & Darren:	<ul style="list-style-type: none"> ● Sending weekly emails to communicate open DIBS shifts to membership
Ads/ Sponsorship	Darren:	<ul style="list-style-type: none"> ● Working on a dasher board from Cold Spring Brewing Company ● Working on dasher boards from golf tournament
Gambling	Darren & Brian:	<ul style="list-style-type: none"> ● Horse Racing went. We will host on the 1st and 3rd Saturday of each month
Ice Scheduling	Marsha & Kevin:	<ul style="list-style-type: none"> ● Things going well
Arena Operations	Mike & Nick:	<ul style="list-style-type: none"> ● New arena manager Joe is great, and proving to be a valuable asset ● ODR is open for now. Will not flood again if it gets warm ● ESST policy has been put in place and communicated to workers

		<ul style="list-style-type: none"> • Air quality numbers were reported to the state 	
Arena Improvements	Zsuzsa & Nick:	<ul style="list-style-type: none"> • Interior garage door motor needed to be replaced • Plexi with hole at the scores table has been installed <ul style="list-style-type: none"> ◦ Two other pieces have broken recently and been replaced • New PC for the office was donated that runs smoother and auto updates • Need to install coat hooks in locker rooms 1 and 2 	
Action Items		Person Responsible	Deadline
<ul style="list-style-type: none"> • Start to work on tournament dates for next season 		Julia & Corey	April 5th
<ul style="list-style-type: none"> • Secure date for Shoot for the Stars golf tournament 		Sara	Feb 15
<ul style="list-style-type: none"> • Flyers for PAES after their skating sessions 		Matt & Corey	Jan 30
Previous Action Items & Update		Person Responsible	Deadline
<ul style="list-style-type: none"> • 10,000 shots to Amanda 		Cory	Dec 22
<ul style="list-style-type: none"> • Schedule Paynesville Chevy Test Drive <ul style="list-style-type: none"> ◦ Completed 		Nick	January 5
<ul style="list-style-type: none"> • Reach out to contact about Backdraft event <ul style="list-style-type: none"> ◦ Completed 		Lacey	Dec 22
<ul style="list-style-type: none"> • Secure birth certificates for new IP skaters <ul style="list-style-type: none"> ◦ Completed 		Corey & Amanda	Dec 31
<ul style="list-style-type: none"> • Compile completed DIBS report <ul style="list-style-type: none"> ◦ Completed 		Traci & Darren	Jan 1
<ul style="list-style-type: none"> • Visit with Rambow about potential sponsorship for Swag/ Stocking Cap for new IP kids. <ul style="list-style-type: none"> ◦ Grant and utilize the buddy committee • Will implement next season 		Amanda & Julia	In progress
<ul style="list-style-type: none"> • Secure gambling manager and locations 		Darren & Brian	In progress

5 Minutes

Meeting Conclusions

Amanda Peterson

Discussion
Matt motions to adjourn the meeting, 2nd by Sara, Motion Passes
Next Meeting
Monday, February 26th at the Koronis Civic Arena, 6:30pm