



Woodbury Area Hockey Club

Annual Directors Meeting

April 23, 2024 at 7:00PM

Virtual – ZOOM

- I. Call to Order-Introductions
- II. Board Workshops & Meetings
 - A. Set May/June Board Workshop Dates
 - B. Review Regular Board Meeting Schedule – 3rd Monday of Month
*BYLAWS Article III Board section 3.08 B. Monthly Meetings.
The Board of Directors shall meet at least once a month. At the Monthly Meetings, the Board shall transact such business as may properly come before the Board. Any vote on the expenditure of gambling funds shall be open for all Members of the Corporation present at the meeting to vote on.*
 - C. WAHC Board Google Calendar
- III. Align on May/June Board Workshop-Meeting Topics & Action Items
- IV. Quick Overview of WAHC Operations
 - A. Governance
 1. USA Hockey
 - [Annual Guide](#)
 - [Safesport Handbook](#)
 2. Minnesota Hockey <https://www.minnesotahockey.org/>
 - [Handbook-Youth Rules](#)
 - Affiliate Agreement (See attached)
 3. District 8 <https://www.minnesotahockeydistrict8.com/>
 - [D8 Rulebook](#)
 4. WAHC Bylaws & Blue Book
 - Bylaws (draft attached)
 - [Blue Book](#) – See also Appendices
 - B. Operations
 1. Committees: Hockey Group & Hockey Advisory Committee
 2. Core Team – Registrar, Ice Scheduling, Tryout Coordinator, Referee Scheduler, Hosted Tournament Director, (new) Hockey Director, Administrator
 3. Charitable Gambling
 - [Minnesota Gambling Control Board](#)
 - YTD Financials 11 months ending Mar2024
 4. General Fund
 - YTD Actual to Budget_Mar2024
 - C. Season_Key Activities by Month
 - D. Key Contracts & Agreements
 1. Ice Contracts
 - MHealth Fairview Sports Center
Annual Contract
@1900 hrs
 - Memorandum of Understanding



\$200K contribution – non-exclusive use 275 outdoor rink

- Woog
5-Season 2021-22 thru 2025-26
800 hrs
\$30,000 annual CIP
- Harding
5-Seasons Sep23-Apr28
300 hrs (100 weeknight & 200 weekend)
\$10,000 annual CAP

2. Other

- Ice Scheduling Software Licensing & Scheduler Services
- Tryout Coordinator
- Hockey Director
- Jerseys
- Apparel
- Team Pictures

v. ADJOURN



- Mar-Apr2024: Season Planning –
 Age 23-24 Players to 24-25 Playing levels. Identify Goalie Gaps
 Project Teams – Designations and Team Sizes
 Review & Update Ice Scheduling Parameters (targeted events / touches, etc)
- May-Jun2024: May 1 Ice Request 24-25 Due to Ramsey County (Harding) & Tartan/Polar
 NEW AFFILIATE AGREEMENT due to MNHockey/D8 (with New WAHC President)
 MN GCB_LG200B Organizations Officers Affidavit (with New WAHC Pres & Treasurer)
 TOURNAMENT Registrations Completed (open Apr-May-Jun)
 Jun 1 MOU \$200K contribution due City of Woodbury
 BUDGET - Build Season Budget (Set Player Fees for Registration Opening)
 ICE SEP-OCT Ice Buy to MHealth by end of Jun (Sep requested by Mid-May)
- Jun-Jul2024: ICE-Provided by MHEALTH/WOOG/HARDING
 REGISTRATION OPENS – mid July
 ICE-Build out Team Schedules – placeholders
 8&Under JERSEY Order to Vendor mid-July
 ICE OCT-NOV Ice Buy to MHealth by (Oct early Jul) & (Nov end of July)
- Aug2024: TRYOUT JERSEY Order due to Vendor Aug 1
 GAME SOCKS-Order due to Vendor Aug 1
 INTRO-Jersey Order to STRAUSS Aug 1
 ICE-Ice Buy Finalized all Rinks / Ice Return to rinks (due Woog on or before 9/01)
 ICE-Ice Committee Review of Ice Schedules to identify gaps
 SPECIAL HOCKEY Ice Scheduling confirmed
 CERTIFICATES OF INSURANCE – Due to Rinks
- Sep2024: ISD833 Sep 3 Gr 6&9 / Sep 4
 PRESEASON CAMPS
 INTRO TO HOCKEY
 LITTLE WILD (5:00-6:00pm_Wednesdays 9/04, 9/11, 9/18, 9/25)
 D8 – Final Team Designations-Counts to District mid-Sep (2 wks prior to level sched mtg)
 TRYOUTS
 CAP ASSET MGMT PMTS – Due (Harding/Woog)
- Oct2024: ISD833 Oct 17-18 MEA
 ICE Published to Teams (Round 1) – at completion of ea. tryout level
 WAHC COACH & MANAGER MEETING – Mandatory (SQ/10U & above)_
 WAHC COACH & MANAGER MEETINGS – Mandatory (8&Under)_
 D8 COACH MEETING (1of2) – Mandatory (TBD)
 GAMESHEET Setup-D8 Team Invitation Codes
 IHS – Ice Hockey Systems for Coaches – Set Up
 ASSESSMENTS – Mites/Girls8U & MiniMites/Girls6U
 GENERAL FUND – AUDIT -prep (fieldwork to be completed Dec - & before Feb)
- Nov2024: D8 League Fees Due
 D8 League Play Begins_11-2024 (All Levels)
 JRGOLD TRYOUTS
 TEAM PICTURES (1 of 2) -Nov 23, 2024
 ICE Published (Round 2 of 3) – thru midDec
 D8 COACH MEETING (2of2) – Mandatory (TBD)
 TRY HOCKEY FOR FREE
- Dec2024: TEAM PICTURES (2 of 2) -Dec 07, 2024



ICE Published (Round 3 of 3) – Rest of Season
 Dec 12-15, 2024 WAHC JRGOLD B TOURNAMENT
 Non-Parent Coach Compensation-pmt 1 of 2
 ISD833 Winter Break_12/23/24-01/03/25
 ROSTERING DEADLINE/Coach Cliff_12-31-2024
 D8 PLAYOFF OPT-OUT_Due 12-31-2024

- Jan2025: D8 Reminder to teams: Team Rosters Reprinted as of 1/1/2025
 1099 Tax reporting Due Recipients & IRS_1/31/2025
 WAHC BOARD: Nomination Process posted & Email announcement to membership_1/31/2025

- Feb2025: WAHC Playoff Policy – Members In Good Standing
 Annual Sales & Use tax DUE (calendar yr 2024)_2/01/2025
 Jan 31-Feb 2, 2025 WAHC PWAA TOURNAMENT
 Non-Parent Coach Compensation-pmt 2 of 2
 D8 League Play ends_02-2024 (BN AA/A/B1, PW AA/A/B1, 15A, 12A/B)
 February 2025, 2025 DISTRICT PLAYOFFS BN AA/A/B1, PW AA/A/B1, 15A, 12A/B
 Feb 28, 2025 WAHC BOARD: Candidates' Letters of Interest DUE
 TRY HOCKEY FOR FREE

- Mar2025: WAHC Season Feedback Surveys Sent to (1) COACHES & (2) PARENTS
 March 10-14, 2025 ISD 833 SPRING BREAK (No School Mar 7 Fri thru Mar 15 Mon)
 March 2025, 2025 MN Hockey REGION Tournaments
 D8 League Play end_03-2025 (BN B2/C, PW B2/C SQ A/B/C, Girls 10U A/B)
 Mar 2025, 2025 WAHC 3rd Annual 8&Under Coaches Cup
 March 2025, 2025 District PLAYOFFS BN B2/C, PW B2/C SQ A/B/C, Girls 10U A/B
 March 2025, 2025 MN Hockey STATE Tournaments
 EQUIPMENT RETURN: INTRO, GOALIE AND WAHC TEAM EQUIPMENT Return (ALL Teams)
 CONCUSSION/RTP forms due to USAHockey Risk Manager-MN District (copy D8 Director)
 March 15, 2025 General Fund Audit 4/30/24 due State of MN – (filed on extension)
 March 31, 2025 WAHC BOARD: Candidates announced/emailed to Membership

- Apr 2025: April 2025, 2025 Annual Elections
 D8 Referee Assignor Fees Due to Paul Moen
 AVARIO-Ice Scheduling Contract
 Reserve ISD833 Facility – 25-26 Team Pictures

- Jun 2025: NEW AFFILIATE AGREEMENT due to MNHockey/D8 (with New WAHC President)
 MN GCB_LG200B Organizations Officers Affidavit (with New WAHC Pres & Treasurer)