

New Prague Hockey Association
Regular Meeting of the Board of Directors
Meeting Location: WebEx
Wednesday, February 10th, 2021 7:00 P.M.

Meeting called to order at 7:03 p.m.

NPHA Board

President	Sam Blank	present
Vice President	John Prokopec	present
Secretary/Registrar	Miranda Vertnik	present
Treasurer	Krystal Beedle	present
Manager Director	Brian Christensen	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Board Member at Large	Brad Breggemann	present
Past Board Member	Jason Ashley	present

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	absent
Ice Time Coordinator	Tyler Kienow	absent
Assistant Ice Time Coordinator	Cory Johnson	absent
HDC Coordinator	Joe Franck	absent
Volunteer Coordinator	Jen Mushitz	present
Concessions Coordinator	Brea Applen	present
Mite Coordinator	Brad Breggemann	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present
SafeSport Coordinator	Mike Franklin	present
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	Mike & Sara Westing	absent
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Cameron Stoltz	absent
COVID-19 Point Person	Sarah Donovan	absent

Others present: Kelly & Patrick Weber

I. REPORTS

- 1. Secretary's Report (Miranda Vertnik):** The Meeting Minutes for January 2021 were shared with the Board on January 16th. A motion was made by Brian C. to approve the January 2021 Meeting Minutes, which was seconded by Brad. Motion carried (7-0; 2 Board members absent for vote).
- 2. Treasurer's Report (Krystal Beedle):** The Treasurer's Report for January 2021 was shared with the Board prior to the meeting. She noted that, all in all, things are looking

good financially. Krystal noted that we are operating well under budget at this time and that we will likely need to issue refunds to families at the end of the season. She shared that she has issued payments to those families who were paid in full and had over fundraised in the fall. Over fundraising payments for those who opted for the payment plan at registration will happen at the end of the season. Families will be refunded for their tournament fees paid for at registration at the end of the season as well. Expenses paid since the last meeting included: Insurance payments; MEGA Goaltending; refunds to players who withdrew by the deadline went out last week; purchase of Survey Monkey membership for the association; referee fees; non-parent coach wages; ice time fees; and rent for the concession stand and dry land room. A substantial payment was made to the gambling account for the raffle calendars purchased at registration in order to be used for paying ice time fees as well. Deposits since the last meeting included: past due balances of several association members. We have only two families with outstanding balances at this time, they have been notified that their player will be unable to participate in any on-ice activity with their team if the account balance is not paid in full by February 15th. A motion was made by Brian V to approve the January 2021 Treasurer's Report, which was seconded by Brad. Motion carried (9-0).

3. Gambling Report (Nate Borwege):

Nate was absent from the meeting and was unable to share the January 2021 Gambling Report prior to the meeting (the report will be submitted to the Board next week). He did report to the Board that pull tab games had resumed at the Fishtale in mid-January and that we need to sort out the details for collecting the raffle calendars from our association members as the raffle drawings are scheduled for March 1st at the Fishtale. It was determined that collection of the raffle calendar entries will take place at the arena, we will plan to set up a drive by drop off at the arena. Sam will work with Nate on the scheduling details. DIBS hours will be given to volunteers to assist with the collection of the raffle calendars and to volunteers who assist with the raffle drawing. Nate did request via email preapproval to pay the January Ice Bill (\$23,797.70). A motion was made by Jess to approve payment of the January Ice Bill and the Lawful Purpose Expenditures, which was seconded by Brian V. Motion passed (7-0; 2 Board members absent for the vote).

II. OLD BUSINESS

1. COVID-19 Updates:

- i. Player withdrawal refund status:** We had a total of 14 players withdraw from the season (three of whom moved up to the HS team). Krystal and Miranda worked to calculate the appropriate refunds for each player who withdrew according to the refund structure the Board agreed upon last month. Krystal reported that she had issued the refunds to each of the families who withdrew their players.
- ii. Facility/Team issues:** Warming house remains closed at this time. However, the COVID-19 specialists shared today that we could use the warming house as a staging area for tying skates, if we structure the space use to less than 10 minutes like we do inside the arena. Discussion noted, however, that the space does not allow for adequate social distancing and that MN hockey recommends

that we do not use warming houses. We will plan to keep it closed at this time. The question was raised on if we could possibly lay down some rubber mats for kids to use while tying their skates outside by the outdoor rink. Sam noted that he will look into options.

2. **Outdoor Ice:** As discussed at our last regular Board meeting, we were going to look into scheduling outdoor scrimmages and practices at the new Lonsdale outdoor ice facility. John spoke with our Ice Time Coordinator about this possibility and noted that our Ice Time Coordinator has indicated that all teams are quite busy and that we don't need the extra ice at this time. Thus, we will not pursue this further this season.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** Sam went to the NPACC Board meeting this week, it sounds like they are working on allowing us to use the crow's nest for our scorekeepers. The problem at this time is that the access to and from the spot is a ladder. The HS hockey program is using it, but currently NPHA isn't allowed to use it. The heaters in LR 3 and 4 and Coaches Room can be turned on when teams are using them for tying skates – they are just often turned off as they would be running non-stop with the locker room doors propped open.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
- iii. **SafeSport Coordinator (Mike Franklin):** Mike reported that we had our first report of a possible SafeSport violation for the season. As it turns out, the report was not a valid SafeSport violation as the incident occurred off-site and outside of NPHA activities (happened via social media). In the report made by a player's father, it was alleged that a couple teammates were bullying his son. Mike consulted with the SafeSport representative at the state level to clarify whether this rose to the level of SafeSport violation and what our response should be. Mike gathered info about the reported incident and shared it with Sam. The behavior was noted to be a borderline violation of our behavior policy (it was one incident, not a series of incidents, and therefore did not meet the threshold of bullying). A talk was had with the players involved and their parents and they were warned to stop the behavior and were told that if the behavior escalates further, it may constitute a SafeSport violation and result in disciplinary action.

2. Vice President

- i. **HDC Coordinator (Joe Franck):** No updates from Joe at this time. John noted that player use of Team Genius has dropped off significantly since players have returned to the ice. Ideally, we will encourage players to use the workouts at home when possible to help support what players are working on while on-ice, especially since we are unable to use the dryland space at this time. The HDC will discuss this soon.
- ii. **Mite Coordinator (Brad Breggemann):** We have official D6 refs at the Mite level for the first time ever. D6 has a ref training program that kids can take to be able to officiate Mite level games and D6 will be sending refs down to us and we will be billed later in the season. Sam noted that he appreciated seeing refs at his Mite level player's game over the weekend.

- iii. **Ice Time Coordinator (Tyler Kienow):** John noted that Tyler is working on the end of the year tournament with Prior Lake, we will be hosting something like 6 hours here in NP to assist them.
 - iv. **Equipment Coordinator (Troy Gilbertson):** Troy wanted to put it on the radar that he would like to know sooner than later if we are interested in changing vendors, colors, etc. for jerseys. We will add this to the May meeting agenda so that we can make a determination by June or July.
- 3. **Treasurer**
 - i. **Concession Stand Coordinator (Brea Applen):** Erick Christiansen is going to get started with setting up the Square program at the concession stand. Brea is sending him the price list so that he can get things added into the program. If we have food expiring soon, we will look into donating it to the food shelf, Brea will check on this.
 - ii. **Volunteer Coordinator (Jen Mushitz):** Jen indicated that she has sent out the first round of reminder emails to families that they need to complete their volunteer hours. At this time, we have about 50 families that need to complete volunteer hours, of those about approximately half of them completed roughly half their hours and the other half of those 50 families haven't started yet at all (this is more than to be expected at this time of the year). We still have plenty of hours posted for folks to claim. Eric Steinhoff reached out to several families to help with the tournament, but he hasn't had any takers. Jen will have Eric send a description of the role to Jess, who will send out a communication to the association. Brian C may also have the team managers send out a reminder as well. Sam volunteered to call the families as needed. For families who do not complete their required DIBS hours, they will be charged for those unfinished hours as outlined in the Parent Handbook.
 - iii. **Concession Stand POS Specialist (Erick Christianson):** No updates at this time.
- 4. **Secretary/Registrar:** N/A
- 5. **Fundraising Director**
 - i. **Tournament Coordinator (Eric Steinhoff):** No updates at this time.
- 6. **Communications Director**
 - i. **Sponsorship Coordinator (Sam Blank):** Sam reported that he was happy to note that we have another \$1,500 coming in from the Sponsorship program (we are getting another \$1,000 from the Lonsdale Fire Department and \$500 from the Chevy dealership).
- 7. **Board Member at Large**
 - i. **Recruitment & Retention Coordinator (Mike & Sara Westing):** No updates at this time.
- 8. **Past Board Member:**
 - i. **Clothing & Apparel Coordinator (Sarah Hartman):** No updates at this time.
- 9. **Manager Director**
 - i. **Outdoor Ice Coordinator (Jeremy Denzer):** Jeremy did proactively cancel some of the outdoor ice times recently in light of the low temps, otherwise typically this is up to the coaches to make the call.

- ii. **COVID-19 Point Persons (Cameron Stoltz & Sarah Donovan):** We currently do not have any confirmed COVID cases in any of our association families (knock on wood), but Brian C noted that Sarah has fielded many calls from parents with questions about the procedures.

IV. NEW BUSINESS

1. **Parent Concern:** Parents of a Bantam A player brought up concern about enforcement of COVID precautions, noting that the Bantam A team is feeling specifically targeted and expressed the hope that the Board is also enforcing the precautions with the other teams as well. Sam noted that the Board has to respond to infractions observed directly of association members not following the COVID guidelines and/or when a report is made to the Board. Sam noted that this is done to support our efforts to have a full hockey season as the COVID-19 guidelines and precautions must be followed. The parents noted that it may be helpful for Board members to come to the arena more often to observe other teams to ensure that other teams are also following the precautions. Sam responded that every member on the Board is a volunteer and that it is impossible for us to be present at the rink for every team practice/game, but that he hopes Board members are reminding players/coaches/parents about the guidelines if they observe anyone failing to follow the required precautions. The mother noted that she had observed another team arrive at the rink too early for their practice and that she had to remind them that they needed to wait outside until 10 minutes prior to their scheduled ice time, Sam thanked her for speaking up to the other team. It was noted that “it takes a village” and everyone needs to help ensure that teams are following the required protocols.
2. **Upcoming Board Elections:** The following positions will be up for election this season: Vice President; Treasurer; Board Member at Large; and Manager Director. Jess and Miranda have been exchanging emails about getting the election process started. For any Board members who are not planning to run again for their positions, they are encouraged to reach out to association members that they feel may be a good fit for their position and encourage them to run. We need to determine how we will conduct the voting. In years past, we used paper ballots. Since we aren’t holding a Hockey Fest this year, we will need to hold our elections electronically. Miranda will connect Rena to see what program we used to conduct the election last year. Hockey Fest is typically held at the end of March, so we will plan to hold elections similarly, with the deadline for intent possibly set as March 12th and the deadline for ballot submissions as March 26th. Jess and Miranda will work this out and send out a communication to the association about the upcoming elections.
3. **Mid-Season NPHA Questionnaire:** Sam noted that he is hearing that association members would like to give feedback again this year to the association. Brian C shared that he had overseen the Mid-Season NPHA Questionnaire last year, but noted that he likely should not oversee it this year as he will be vacating his Board position this spring. Jess offered to oversee the survey and it was determined that we will plan to offer the survey as an end of the year survey instead of mid-season. Brian will connect with Jess about the topics that were covered on last year’s survey, which included coach performance, manager performance, etc. Jess would like to know if there is anything that the HDC wants us to ask on the survey.
4. **Disciplinary Committee:**

- i. Some clarification is needed about the role and procedures of the DC after our last disciplinary incident. The DC should be involved in all investigations for reports that come forward of a disciplinary nature, even if it is unclear whether the behavior clearly falls under the leveled behavior descriptions. With a recent disciplinary report, the DC felt the behavior reported did not clearly fall into a leveled behavior infraction and had thus not conducted an investigation and recommended that the Board consider the report instead. In order to avoid undue bias and investigation missteps, it was determined that the three members of the DC will conduct all investigations and present their findings and recommendations to the Board, whether or not the incident clearly falls into a behavioral infraction level.
- ii. **Reported Parent Misconduct at Game [CLOSED SESSION]:** The Disciplinary Committee shared details regarding an incident in which a parent was ejected from a game. The DC conducted their review of the incident, including interviews with parties involved and review of the Live Barn recording and recommended that the Board issue a verbal warning to this parent at this time. Jason made a motion to provide the parent a verbal warning, which was seconded by Brian V. Motion carried (8-0; 1 Board member absent for the vote).

V. BOARD MEMBER UPDATES

1. **Fundraising Director (Brian Vosejka):** No updates at this time.
2. **Communications Director (Jess Snyder):** Picture day went well; we received a lot of positive comments about using the Park Ballroom. Jess shared a proof of the mock up design for photos from the photographer, several Board members noted that they looked good. One team didn't do pictures at all, Squirt C (Black), they had a schedule conflict due to a tournament that they were able to get into. Jess had encouraged them to connect with other teams to see if they could swap times. The team manager said that they would arrange their own photos. Dan Iverson sent an email with the action photos he has taken for the website (he is taking photos of one team at each level). The photos that he has shared with the Board thus far are fantastic. Thank you, Dan, for your work on this project.
3. **Manager Director (Brian Christensen):** Brian C noted that we will no longer be able to use the WebEx platform for these virtual meetings. We will look into setting up meetings via Google Meets.
4. **Past Board Member (Jason Ashley):** No updates at this time.
5. **Board Member at Large (Brad Breggemann):** Brad shared with the Board via email communications that NPHA has been placed on the waitlist for the COVID relief grants he had applied for with Scott County on NPHA's behalf. Krystal will be sending the necessary financial documentation to Brad, who will then pass along to the appropriate representatives with Scott County. The Board thanks Brad for his initiative to pursue this on behalf of NPHA.
6. **Treasurer (Krystal Beedle):** No further updates at this time.
7. **Secretary/Registrar (Miranda Vertnik):** Miranda shared that we had a total of 14 players withdraw from their teams for the season (three of whom left the association to play for the High School team). Thus, we are left with 288 active players. Miranda has started a report of what we may anticipate for player counts at each level next season based on

player DOB and the cut off dates for each level of play. It is projected that we may expect 8 or 9 petitions to play at a level outside of their DOB range based on grade level. We had a total of 7 waiver requests come in at the end of January for players who were cut from the HS team in order to be released from NPHA so that they may play for Junior Gold teams with Lakeville, Farmington, and Jefferson.

8. **Vice President (John Prokopec):** No updates at this time.
9. **President (Sam Blank):** Sam shared a couple game misconduct incidents that had been reported to him: 1) At a PeeWee A game, a player received a penalty and was ejected from the game and has to sit out an additional game. It was noted that the call was questionable and unclear, kudos to the player on how he handled the situation. The player, the coaches, and parents also handled the situation very well. 2) A coach was ejected from a different game and the incident was not recorded on the scoresheet. The Board ruled against suspending a coach last year for a similar incident that was not listed on the scoresheet. It was noted though that this was the same coach, it seems to be pattern for this coach. John will bring this issue to the HDC for review.

Motion was made by Brad to adjourn the meeting and seconded by Jess. Motion carried (all in favor). Meeting adjourned at 9:22 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar