

Meeting Minutes

Pine City Youth Hockey Board Meeting

June 20, 2022, at 6:30 pm at the Pine City Country Club

Board Members Present: Marco Schisano, Deanna Jahnz, Eric Bjorklund, Jenny Rydberg, Krissy Valvoda, Jonah Sauter, Ryan Brant, Grant Nicoll

Also, in attendance: Deja Mettling, Amy Brouwer, Cami Babolik, Kris Jahnz

Not Present: Kyle Borgstrom

President Marco called the meeting to order at 6:33 pm.

- 1. Agenda:** was reviewed for additions and/or deletions
A motion was made by Eric to approve the June 20, 2022 agenda; Jonah seconded the motion – all in favor - motion carried.
- 2. Meeting Minutes:** Reviewed May meeting minutes that were emailed to the board prior to the meeting and distributed. Meeting Minutes will be amended to add Lezlie Sauter as the Grant Writer for the 2022-2023 season. Marco made a motion to approve the May meeting minutes as amended, Grant seconded the motion – all in favor – motion carried.
- 3. Open Forum – N/A**
- 4. Gambling – Deja**
The May bookwork was not complete when Deja received it on May 20th. We have an extension to do May and June together.
 - Employee Handbook was created and shared with the board.
 - Deja is requesting that pull-tab workers get paid milage.
 - Gambling manager should be a full-time salary.
 - Deja has added timesheets for employees.
- 5. Treasurer and Billing Manager Report – Krissy**
The 6/20/22 Treasurer’s Report was presented by Krissy.
General Account: The beginning balance was \$250,703.39; Deposits and withdrawals were shared and the ending balance was \$246,709.46 (with concessions - \$262,460.96).

Concessions Account: The beginning balance was \$15,751.50, Deposits and withdrawals were shared, and the ending balance was \$15,751.50.

Outdoor Rink: The beginning balance was \$34,582.14, deposits and withdrawals were shared, and the ending balance was \$34,582.14.

Krissy will be changing ‘ice fees’ to ‘monthly dues’ on invoices.
\$9,688.21 in outstanding dues.
Marco made a motion to approve the 6/20/22 Treasurer’s report, Jonah seconded the motion – all in favor – motion carried.

6. **Registrar – Ali** – Excited to be in this position and knows she has a lot to learn but will do everything possible to assure things are done correctly and promptly.
7. **High School Program – n/a**
8. **Ice Scheduler – (Michelle) – n/a - absent**
9. **Pine City Civic Center (Cami) –**

Discussion on the agreement between the High School and the Civic Center regarding the ALC space. The school has until July 31st to give their Notice to Rescind their 2-year lease. The Civic Center is still seeking a qualified supervisor – hourly pay range \$20-25. Kip Rydberg is the next Civic Center Board president. The atmosphere between PCYH and Civic Center is very positive and an opportune time to generate momentum. Ice fees for the 2022-2023 season will be set in August.
10. **Ryan – Summer Hockey, Learn-to-Skate, Parades** – Dryland went well. Starting Summer Ice July 18th. PCYH is registered for all three parades. Ryan will connect with Shannon regarding parades, candy, etc. Marco has ordered the parade cards. The first parade is the Corn and Clover on July 9th. Deanna has added DIBS for the parade driver and parade walks – Jenny will email out that those DIBS are available. Discussion on modifying that Learn-to-Skate is for new skaters only, it was decided that we will leave the language as is, but address/clarify as needed.
11. **Grant – Ice Scheduling, Tryouts, Tune-Ups, Step-Ups** – Will be in discussion with Michelle and the Civic Center regarding staggering practices. Tryouts – Dominic has expressed that he is willing to volunteer time if PCYH needs an on-ice coach where ever he is needed. Grant currently has 1 of the 3 evaluators secured but still needs to contact other evaluators on the list provided, otherwise, Grant has other evaluators in mind that may be interested. Princeton contacted Marco regarding their Princeton Jamboree they are having this Fall. Didn't commit but sent the information to Krissy and Grant.
12. **Jenny – Secretary, Communications, Equipment, Girls – Equipment (Kris) –**

Determined that we need 60 sets of jerseys - \$120 per set ordered. We have 113 sets given out to Peewee and 10U, so we need about 60 sets to replace old ones. Marco made a motion to allow Kris to order 70 jersey sets through Lee's Pro Shop, Jonah seconded the motion – all in favor – motion carried.

Ordered 30 sets of mite gear & 30 helmets. Will get stickers for L2S helmets. September 7th for gear handout from 6-8 pm. 27 families still have gear for summer hockey.

Girls (Amy) –
An update was provided on Girl team number projections and working with Mora and Bill on team projections.

Received a request asking if PCYH would be interested in donating to the Pine City Summer Recreation program; which is a free program for kids in all communities to participate in during the summer.

Grant made a motion that PCYH will donate \$250 to Summer Rec., Krissy seconded the motion – all in favor – motion carried.

13. Eric - Outdoor rinks, Hilltop, Rink Rat – Nothing to report

14. Deanna – Vice-President, Events, Area School Liaison, Annual Meeting, Concessions, Fair – Parade DIBs have been posted. Next Deanna will be working on posting Fair Concession DIBs in July.

Deanna has the fair paperwork that she will be submitting to the Fair board.

Will be servicing Pizza and Hot Dogs and decided to charge just one fee for pop/water.

Leaving the cost of popcorn, the same price.

15. Krissy – Managers, Tournaments, Hotels, Registration, Game Sheet – Krissy has been working on booking tournaments and expressed how difficult it is to find two tournaments within our tournament limits for some levels, the board discussed and a motion was presented by Grant to allow Krissy a \$500 buffer to go over the tournament limit if needed in order to schedule 2 tournaments for each team, Jonah seconded the motion – all in favor – motion carried.

Discussion on Princeton Jamboree scrimmages for Peewee A and Bantam A. Princeton reached out to PCYH to see if we are interested. Discussed that PCYH would be interested but was to allow the opportunities for all levels/teams.

Grant made a motion to approve up to four scrimmages for each traveling team for the 2022-2023 season, Ryan seconded the motion – all in favor – motion carried.

Registration Fees for the 2022-2023 Season:

Bantam/15U: \$375 plus \$175 prepayment for ice fees

Peewee/12U: \$350

Squirts/10U - \$275

Mites – leave at \$165

1st-year skaters – leave at \$50

Marco made a motion to approve the proposed and discussed registration fees for the 2022-2023 Season, Jonah seconded the motion – all in favor – motion carried.

Volunteer Opt-out

Deanna made a motion that the volunteer opt-out fee will be \$500 per skater or a max of \$1,000 per family for the 2022-2023 season, Grant seconded the motion – 7 ayes, 1-nay – motion carried.

Discussion on Bantam teams and whether Krissy should book tournaments for two bantam teams when we are unsure if High School plans to pull kids up or if we are unsure if kids will come back. She doesn't want PCYH to book tournaments and potentially lose the registration fees if we are unsure if there will be two teams.

16. Jonah – Hockey Director, Mite Coordinator, High School game flag – Has been in contact with Dave England- Rules changes for mites are coming.
Practice Packet – working on a practice packet so youth teams are running the same practice plans and rotations.
Will be in contact with coaches to make sure they are getting their classes completed.
Hinckley – discussion on a request for their Hinckley kids to be on the ice with our mite teams during our ice times, so that they can get their kids on the ice earlier rather than wait until late December for their ice. Marco will invite their president to our next board meeting.

17. Kyle – Goalies, Tryout Practices – Kyle was absent

18. Marco – President Report, Grants – Kip Rydberg confirmed that the Rock Creek Lions will donate to the Learn-to-Skate program. It was suggested that we add to our L2S flyer ‘Sponsored by the Rock Creek Lions’.

Krissy will work on getting Registration open as early as possible.

Krissy also suggested adding someone to take the lead in setting up the apparel order for DIBs and it would be ideal if we can have the apparel orders ready at registration. Further discussion about potentially asking Nick Miller if he can build a website for PCYH’s apparel orders. Amy Brouwer said she would contact Nick to see if he would be interested.

Hilltop – Jonah gave a recap on the funds that are currently available and what is needed. The proposal from American Arena has taken a turn and is not panning out to what they initially stated. The positive is that we do own the Engineered blueprint plans and, in their proposal, they have to provide those plans to us.

Jonah made a motion to pay pull-tab worked, currently Paul and Rebecca milage, Deanna seconded the motion – all in favor – motion carried.

PCYH will wait for Deja’s proposal for a full-time salary and review and discuss once presented.

Eric made a motion to adjourn the meeting at 10:09 pm, Jonah 2nd the motion – all in favor – motion carried.

The next meeting is scheduled for July 18th at 6:30 pm at the Hilltop Warming House.

Krista at Currie and Pangerl emailed Marco on 7/13/22 with an urgent request for attention regarding an overpayment to the previous Gambling Manager.

Hi Marco,

Just a follow up on the gambling account.

Deja told Terry that she has been unable to contact Angie regarding the paycheck errors and we were to follow up with you to see what you and the board have decided. I'm attaching copies of the documents for your reference, but the two questions/errors at hand are:

- 05/01/2022 Paycheck – Was written out for \$2,541.90 when it should have been \$2,451.90 resulting in a \$90 overpayment
- 06/01/2022 Paycheck – Was calculated without any payroll taxes taken out. To just cover the required social security and Medicare Angie would owe the gambling fund back \$160.90 (\$2,103.34 x .0765)

The question we need the answer to in order to make accurate payroll tax deposits by Thursday is the board going to have Angie give back the \$250.90 or is the gambling fund going to absorb and cover it?

Please let me know how you would like to proceed.

Thank you,
Krista

[Krista Currie, CPA, EA](#)

Attempts have been made to contact Angie regarding the overpayment. Due to the urgency (response needed by Thursday morning), Marco made a motion that the PCYH gambling account pay for the May 1st Angela Westbrook payroll overpayment of \$90 and the June 1st Angela Westbrook \$160.90 overpayment, Kyle seconded the motion – 7 -aye, 2 – have not responded yet – motion carried. Marco has contacted9 Krista with PCYH’s intentions.