

## Meeting Minutes

### Pine City Youth Hockey Board Meeting

October 18, 2021 at 6:30 pm at the Hilltop Warming House

**Board Members Present:** Marco Schisano, Deanna Jahnz, Matt Prihoda, Kyle Borgstrom, Eric Bjorklund, Jenny Rydberg, Jonah Sauter, and Krissy Valvoda

Also, in attendance: Angie Westbrook, Michelle Linnell, Nick Louden and Seth Sauter

Absent: Dominic Perreault

President Marco called the meeting to order at 6:30pm.

- 1. Agenda:** was reviewed for additions and/or deletions  
A motion made by Jenny to approve the October 18th, 2021 agenda; Jonah seconded the motion – all in favor - motion carried.
- 2. Meeting Minutes:** Reviewed September meeting minutes that were emailed to board prior to the meeting. Jonah made motion to approve the September meeting minutes, Krissy seconded the motion – all in favor – motion carried. (Note to add the motion passed on 10/13/21 for traveling coaches and managers)
- 3. Open Forum – n/a**
- 4. Treasurer and Billing Manager Report:** (provided by Krissy)  
The 10/18/21 Treasurer's Report was presented Krissy.  
Deposits and withdrawals were reviewed. Beginning balance \$264,619.08, Deposits and withdrawals were shared and ending balance \$234,489.44 (with concessions - \$245,553.70). Marco made a motion to approve the 10/18/21 Treasurer's report, Jonah 2<sup>nd</sup> – all in favor – motion carried.  
Krissy will be adding the Hilltop/Rink Maintenance report to the monthly report.  
Recap on outstanding accounts – Marco will call/send letter.  
Krissy will bill the difference of registration for the 3<sup>rd</sup> graders going from Mite to Squirt level. Krissy will draft a contract agreement for Brian P and George M.
- 5. Pine City Civic Center (absent) n/a**
- 6. Ice Scheduler – Michelle Linnell:**  
Bantams and Peewees are done except the time adjustments. Michelle will be sending in Squirts tomorrow. Need to get the message out go coaches/managers that we need to pay of the ref online when booking scrimmages.  
Michelle will need to know the mite teams ASAP when they are determined.  
Confirmed who is paying for MPC green team when practicing in PC and who to bill.  
Determined that the cost will be on the MPC PC green team, but it will be a wash since Mora will pay for the Mora practices.

**7. Registrar – Kelly Gribauval:** Will need to submit team rosters for approval. Kelly emails a list of items needed to coaches and managers. There are several coaches with expires levels; however, there is an acceptance for coaches that have paid for the class but are waiting to take the class. Kelly provided a list of items still needed from coaches/managers. New mite coaches will need to work on stuff right away.

**8. Goalie – Kyle**

Tami is in contact with Brandon Dornfeld for goalie clinics. The cost is \$225/session and Michelle is working on schedule. First goalie clinic will be November 5<sup>th</sup> and then will move to Thursdays. In January it will move to Fridays. The board will need to determine if we want to continue to have goalie clinics that are all levels or if we eventually want to separate by levels.

**9. Gambling:**

LG1004 September actual expenditures were reviewed. Marco made a motion to approve the September LG1004 of final expenses, Jonah seconded – all in favor - motion carried.

LG1004 October projected, pre-approved expense report was reviewed. Marco made a motion to approve the pre-approved amended LG1004 for October, Deanna seconded – all in favor - motion carried.

Brief overview of other items on the gambling report (see report for further details):

- October, 2021 Bank reconciliation Report was provided.
- The required financial and inventory paperwork from August was passed around for approval.
- Compliance Review – Completion letter being passed around for board review. Our response was satisfactory and addressed their findings and the review is not closed.
- Calendar raffle – There are only 28 (18 Angie has and 10 that Krissy has) calendars remaining (out of 1060 printed).
- Insurance Policy – Angie spoke with State Farm, who currently holds the fidelity bond, which is required by MN gambling control, about finding a policy that would cover the start cash at each of our 9 sites. Asked them to provide quote for a 50-60k policy. State Farm indicated that we would need to get a “general standard business liabilities” policy for all of PCYH and then we could add a “money and securities endorsement” onto that standard policy. The cost of basic standard business policy would depend on what kind of physical property we would need covered. State Farm would also be able to combine the current work comp policy (required by gambling control) to this policy that we have through another company. State Farm is willing to look further into this based on what we may need for property coverage under the standard policy.
- Lake Appeal deer widow bingo – Marco made a motion via email date November 3<sup>rd</sup> to approve the Lake Appeal bingo flier and Lake Appeal bingo event scheduled for November 6<sup>th</sup>, 2021, Deanna second the motion – all in favor – motion passed

#### **10. High School Program – Seth**

If PCYH is open, he would like to initial a mentor program. Kelly mentioned that High school level players are limited to two sessions, if 18 and older skaters need to be registered with USA hockey.

#### **11. Matt – Concessions, Fair, Summer Training –**

- Matt gave Krissy a check for the general PCYH account to draw down the concessions account.
- DIBS sessions have been sent to Deanna to post.
- Matt hopes to do a concessions training day.

#### **12. Krissy – Managers, Tournaments, Registration –**

Locker room monitors will be required this season. Girl's teams can have 3-4 volunteers who will receive 4 DIBS. Boy's teams the coaches will cover. Krissy will provide a list of new coaches to Lee's Pro Shop for who needs a new jacket.

Picture day is November 17<sup>th</sup> – it was determined that we will have pictures off ice at the Hilltop Warming House.

Bell Tower – Krissy will pick up and we can determine what to do with it.

Krissy has the IPADS and believes we will need to establish a PCYH apple ID.

Discussion on the Allen family and whether they are responsible for the calendar raffle – it was determined that they will be responsible for 5 calendars for their entire family.

Manager Meetings – there are four managers scheduled to attend the upcoming meeting.

Manager Changes since the 10-13-21 meeting, as follows:

The Peewee manager will be Tricia G. rather than Sarah T.

The 10U manager will be Stephanie K. rather than Erica K.

#### **13. Jonah – Hockey Director, Mite Coordinator, Learn-to-skate**

Head coaches have been finalized. Trying to make sure coaches are signed up for the coaching classes. L2S program – great numbers and program running smoothly! Mites – starting on separating into teams.

Mite scheduling is November 11<sup>th</sup>.

Nick L. – questioned how the numbers will work into the 8U numbers and would like to see an off-ice/dry land location for kids at the rink.

#### **14. Jenny – Secretary, Communications, Equipment -**

Bantam and Peewee jerseys have been handed out. Waiting on 10U and Squirt number choices to distribute. Mite D jerseys were ordered two weeks ago. Jonah and Krissy decided on 1-60 all the same. Possibly looking to order helmet pennies but will leave up to Jonah to decide – board discussed and decided that we should order the helmet pennies and try this year.

Gear – completely out of gloves and Lee's did not have any in stock. They ordered 10 more pairs for PCYH. Down to under 5f of each of the other equipment.

Need to set gear return day – board discussed that the gear return should be the last night of Learn to Skate, which is Wednesday, November 3<sup>rd</sup> – Deanna will post DIBS and gear return will be at the Hilltop Warming House. The equipment crates will need to be moved to new warming house before November 3<sup>rd</sup>.

Also – Kris wanted to know if goalies skating out will be required to have the same number. Kris is trying to match the numbers but Kelly confirmed that they must wear the same number as they are rostered whether playing goalie or skater.

**15. Kyle – Goalies, Tryouts, Tune ups, Step ups –**

Ordered goalie helmets from Lees. Order and received goalie sticks. Already discussed goalie clinic earlier in the board meeting.

**16. Dominic Perreault – Girls, Parades, Tryouts –** Discussed practices for 12s and how the billing will be handled between the Pine City and Mora teams.

**17. Eric – Outdoor rinks –** Old warming house will be a structure fire drill for the Pine City Fire Department. The water/plumbing has been figured out. Jonah asked if PCYH wants to consider painting the existing outdoor hockey boards – discussion on pros and cons since eventually they will be replaced with Hilltop project.

**18. Deanna – Vice President, Events/DIBS, School Liaison, COVID, Annual meeting –**

DIBS are being posted. Ashley Wasson requested assistance for wreath fundraiser for organizing orders and funds and help with distribution – board agreed to Ashley having an assistant.

**19. President’s Report: (Marco)**

- Civic Center board passed agreement to have LiveBarn
- Marco commented how proud our board should be with the increase in numbers and program!

Closed meeting at 8:08pm – Kelly, Michelle, Nick, Seth and Angie left.

Kyle made a motion that PCYH will increase the gambling managers salary to an annual wage of \$35,000 effective November 1, 2021, Jonah 2<sup>nd</sup> the motion – all in favor – motion passed.

Reviewed items needed for coaches and managers and identified who would contact each coach/manager.

Discussed wage for non-parent coaches, currently \$1600 – discussed to leave (which is billed to families). Typically, parents of those teams pay for hotels if they opt to do so.

Eric made a motion to adjourn the meeting at 8:38 pm, Jonah 2<sup>nd</sup> the motion – all in favor – motion carried.

The next meeting is scheduled for November 15 at 6:30pm at the Hilltop Warming House.

**Motions via email/text:**

- 11/3/21 – see motion in gambling report for Lake Appeal Bingo program.
- 11/10/21 – Krissy emailed Mite Managers as follows:
  - Mite B – Nicole Schurmeier
  - Mite C – White: Kelley Lasiewicz
  - Mite C – Green: Ali Piha
  - 8U – Danielle Rydberg
  - Mite D/6U – Taylor Peterson
- 11/13/21 – Krissy made a motion to move Tyler Hermanson to the peewee A team based on the coaches evaluation and vote, Dominic seconded the motion – 5 Ayes, 1 withheld due to peewee player conflict and 3 no responses – motion passed.