

**WASECA HOCKEY ASSOCIATION
BOARD MEETING MINUTES
JUNE 20, 2018, 6:30PM
EL TEQUILA MEXICAN GRILL & CANTINA**

Members Present: Jason Attenberger, Brian Weller, Andrea Roemhildt, Josh Lynch, Shannon Cliff, Jeanne Hansen, Steve Gordon, Clint Selvik, Shelly Kuster, Tara Russell, Jeremy Mortenson, Heather Slechta

Other Committee Members Present:

Members Missing: Kristy Jenzen

Guests: Rachael Ingalls

Minutes Recorded by: Andrea Roemhildt

Call to Order at 6:33 pm

April and May Meeting Minutes:

Motion to approve April & May Meeting Minutes by Heather Slechta, 2nd by Josh Lynch

Approved

June Consent Agenda:

Motion to approve June Consent Agenda by Heather Slechta, 2nd by Josh Lynch

Approved

Guest Matters:

Rachael Ingalls inquired about the Concession Stand Manager responsibilities and benefits. It was determined that Marya Eustice would be the best at explaining the responsibility. Jason Attenberger stated that, consistent with prior Concession Stand Managers, the Concession Stand Manager will receive all of their volunteer hours for the season or one player's registration fee covered by the WHA. Rachael will contact Marya and discuss the position with her family and get back to the board.

Officer's Report:

None

Executive Report:

Gambling Report:

Josh asked the board to approve allowable expenses of: \$1,050 for advertising pull-tab sign, \$5,000 for equipment game costs, \$7,000 for wages, \$20,000 for e-tab fees, \$2,000 for accounting fees, \$17,500 for rent to sites, and \$2,500 for link-bingo fees.

Motion for pre-approval of allowable expenses made by Steve Gordon, 2nd by Shelly Kuster

Approved

Josh Lynch asked the board to approve lawful purpose expenditures of up to \$35,000.

Motion for pre-approval of lawful purpose expenditures made by Andrea Roemhildt, 2nd by Clint Selvik

Approved

New Business:

Board Elected Positions:

Jason Attenberger addressed the fact that there are only 9 months left in the vacant board seat's term, therefore asked the board to consider absorbing the duties of this position until the next election. Couple solutions being to merge two like positions (recruiting and registration) or the duties of sponsorship be a sub-committee of the board. It was determined to have sponsorship be a sub-committee. Remaining board positions were nominated as follows:

President – Jeanne Hansen nominated Jason Attenberger, Clint Selvik 2nd. Approved

Vice President – Steve Gordon nominated Brian Weller, Jeanne Hansen 2nd. Approved

Secretary – Heather Slechta nominated Andrea Roemhildt, Shelly Kuster 2nd. Approved

Treasurer – Andrea Roemhildt nominated Kristy Jenzen, Heather Slechta 2nd. Approved

Equipment Manager – Tara Russell nominated Jeremy Mortenson, Steve Gordon 2nd.

Approved

DIBS/Volunteer Coordinator –Andrea Roemhildt nominated Heather Slechta, Jeanne Hansen 2nd. Approved

Gambling Manager – It was noted that would remain Josh Lynch as he has the certification with the state. No approval required

Fundraising – Brian Weller nominated Jeanne Hansen, Heather Slechta 2nd. Approved

Ice Scheduler – Jeanne Hansen nominated Steve Gordon, Heather Slechta 2nd. Approved

HOC/ISD/Arena Liaison – Heather Slechta nominated Clint Selvik, Steve Gordon 2nd. Approved

Tournament Coordinator – Tara Russell nominated Shelly Kuster, Heather Slechta 2nd.

Approved

Registrar – Tara Russell nominated Shannon Cliff, Heather Slechta 2nd. Approved

Recruiting – Clint Selvik nominated Tara Russell, Steve Gordon 2nd. Approved

Role / Job Descriptions:

Andrea Roemhildt passed out example job descriptions from the USA Hockey resource site as example templates. It was discussed that everyone should create a job description for their position in addition to any coordinators or event chairs that assist the board throughout the year. The job descriptions can be utilized as a reference for those interested in taking more of a leadership position within the organization.

Bylaws:

Andrea Roemhildt asked the board to consider adding a clause to the bylaws that allows people to become members without having a WHA player. These people could pay a minimal fee. This minimal fee will be off-set by a reduction to registration fees for members with WHA players. This would allow the organization to look outside when there is turnover of a leadership position that requires unique expertise that we are unable to find within our membership.

WHA Name Change:

Jason Attenberg is looking into what it legally takes to change our name to Waseca Area Hockey Association. In talking with the co-op Athletic Directors, this is a well received but yet subtle change.

Banners:

Jason Attenberger asked the board to consider budgeting for a 2-sided banner for next year's parades. Something more visible. Additionally, he is looking into obtaining banners for the co-op schools and potentially having one made to hang within the arena that is more inclusive.

Fall Registration Date:

Moving of the fall registration date was discussed. There are several unforeseen events happening during the weekend of the previously picked weekend in August that could hinder attendance. The ability to send backpack flyers the first week of school was also discussed. The board settled on September 9th as being the new registration event date. Tentatively from 5-7pm, Shannon will verify this does not conflict with any other sporting events before publishing. Recruiting incentives were also discussed for existing members that refer a new family to register for hockey. It was decided that members will be placed in a \$100 drawing off of next year's player registration.

Fair Responsibilities:

Josh Lynch ordered the bingo tent. Shannon Cliff or Lori Weller will be the back-up for super bingo caller if Jason Attenberger is unable to attend. Outside of tent bingo and super bingo, gambling events are left to coordinate which will be addressed by the gambling committee.

Branding (stationary, logo, etc):

Jeanne Hansen and Andrea Roemhildt addressed that there are several different WHA logos currently being used and circulated. We should strive to be more uniformed and just have one look. It was decided that a sub-committee of the board will be created, including: Jeanne Hansen, Heather Slechta, Clint Selvik, and Andrea Roemhildt. This will also be open to other WHA members that wish to help.

Tournaments:

Tournament dates are finalized, with a couple minor adjustments that need to be addressed with Kyle regarding open skate. All t-shirts will be promoted as pre-sale only items. Shelly Kuster pointed out to the board her conflict with being employed by Star Trophy and wished to remove herself from the bidding process. Jason Attenberger is contacting 4-season's regarding their request to donate trophy's in exchange for DIBs hours with Jeremiah being actively deployed overseas this hockey season.

The board further discussed amending the policy manual to waive volunteer hours for those members with a family member deployed in active military duty during the hockey season.

Motion to approve policy manual amendment by Brian Weller, 2nd by Steve Gordon.

Approved

Motion to relieve Jeremiah Miller's family of volunteer hours under amended clause by Jason Attenberger, 2nd by Tara Russell.

Approved

2019 – 2020 additional fundraisers:

Jeanne Hansen asked the board if they would like to be involved in decided what additional fundraisers were coordinated this year. It was decided that the board trusted Jeanne's judgment in selecting the best fundraisers for the required effort.

Summer Money Collected:

Andrea Roemhildt asked the board to consider putting a safe in The Park office that can be accessed during the off-season by board members where their roles require them to collect money from members. It was decided that since The Park was intended for Gambling use, this request would need to go through the Gambling Committee.

Co-op Scholarship Recipient Protocol:

Clint Selvik is going to contact all the co-op school for information on their high school banquets. The intent going forward is to have a board member/WHA representative at each banquet in the future.

10U / 12U Jerseys:

Clint Selvik is going to contact the vendor utilized last year as they were by far the best price and for style consistency and receive quotes. If the quotes are higher than budget board approval will be required. Andrea Roemhildt is going to provide Clint with an estimate of team sizes for ordering/quote.

Volunteer Hour Amendment:

Adjournment:

Motion to adjourn the meeting at made by Brian Weller, 2nd by Heather Slechta

Adjourned at 8:45pm

Upcoming dates:

Next board meeting : July 18, 2018 (Location: TBD)