



**River Falls Youth Hockey Association**

**BOARD MINUTES**

*December 8, 2021- 6:00pm*

*Wildcat Centre*

Kaylan Wilson	X	Paul Bloodhart		John Linehan	X
Jody Christensen	X	Hattie Ekholm	X	Carrie Torgersen	X
Chad Flanagan	X	Kristin Jepson	X	Catherine White	
Nicole Ralston	X	Greg Leier	X	Jon Wiech	X

6:00 **Meeting called to order at 6:04**  
**Approve Consent Agenda (All can be approved in one motion, unless an item is removed by a board member for further discussion).**

- I. Last month Meeting Minutes**
- II. Current Agenda**

- Carrie made a motion to approve consent items, Jody second; all in favor. Motion approved.

6:05 **Guest(s) Present & Comments**

6:10 **President’s Report – Kaylan Wilson**

- Culture Campaign kick-off email has been sent to all Association members. Currently working on phase 1; brooms/pans to be stationed and “to-do” list will be revised. Phase 2 will concentrate on “Team cleaning”, conversation regarding assigning duties to families or teams. Appreciation and recognition will be third phase. Followed by the final phase, recognition. Currently members working DIBS put estimated 10 hours per week. Cleaning for Blackcat teams do not include participation of the Baldwin members.
- Exploring adding vinyl logos to the fresh painted walls instead of painting, we have to solid contacts.
- Finance has been dealing with collections on past due accounts since last fall, they have recovered \$20K are close to bringing the books to current. Skaters that had past due accounts were not allowed to take the ice until an agreement or payment was made. Registration will review and bring ideas forward for the future registration process. Standardized payment options will also be reviewed moving forward. Following up with unpaid accounts is a process and we do not have time to dedicate to this process.
- Fundraising past due collection also will be reviewed for future, this year we had twenty-two kids that were late on the deadline.

6:26 **Treasurer’s Financial Report – Chad Flanagan**

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- Highschool scholarship bank account has been submitted and moved from First National Bank to River Falls State Bank. All accounts now reside at River Falls State Bank.
- Incentive check was received from the LED light project. We will be saving monthly expense on utilities. Chad will be putting together a comparison in the next month from prior to current. Expecting to save an average of 40% of the lighting portion of the utility bill.
- Ladies' night out/purse bingo netted \$16K. Lots of non-hockey families
- New Bingo committee is up and running and learning the full operations. Neil will continue to help with the business side.
- Still ten games remaining for Wild tickets, Chad will send a reminder email that these are available for purchase to the Association. He has also forwarded on to other Associations.
- Winter classic game has been advertised. Raffle tickets are being sold for \$20 per ticket, there are one hundred tickets available for purchase. The game is on January 1<sup>st</sup>
- Alumni game is slotted for December 18<sup>th</sup>.
- Concession committee is doing a fantastic job. We saw nice profits in November. We are in communication with current vendor to looking at the profit/loss of changing over to canned/botte vs fountain.
- TV Screen will be displayed in the concessions with current prices. The data will be controlled by and App that controls the screen.
- Ice dividers were delivered today. Looking for placed to store. 100% paid for by a donor
- New financial reporting will be sent via email, P&L Monthly, P&L YTD and Balance Sheet. Layout of reports are in line with what the bank prefers.

#### 6:25 **Old Business<sup>1</sup>**

- No update on State correction employees servicing businesses, Kaylan will follow up with Paul
- No update on bench quote and replacement timeline, Kaylan will follow up with Paul
- Comcast is in process of updating the internet. Contract has been received, need to schedule for replacement of the router. Should be completed within the next 30 days. Conversation regarding RFHS paying for a portion of the Wi-Fi expense. Hattie and/or Jody will follow up with David Crail, he was submitting to his finance committee. The RFHS contract will be renegotiated summer 2022.
- Live Barn is live, no black out times.
- Locker room policy was communicated by Managers, no reply from any teams. USA hockey policies states we need to be specific in our policy. Conversation regarding Co-ed locker rooms for mites and power-skating. Kaylan will revise and present.

#### 6:43 **Board Comments; Q&A on submitted monthly Operations Committee Reports**

#### 6:45 **New Business<sup>2</sup>**

- River Falls Hockey Day is set for 12/18. The BLC has inquired about hosting a bonfire and food truck. Board agreed that bonfire would be allowed if in portable fire pits. Conversation had regarding food truck and association concession, decided we will do without the food truck and ask the BLC what they would like to see for options in the concession stand. Alumni ice time is donated by the Association.

#### 7:00 **Strategic Planning**

- We are closing the gap of \$46K on the financial tracker.

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7:01 **Comments, Announcements, Other Business**

- Kaylan continues to make the changes on the Org chart
- Tournaments are filling up with volunteers. Conversation regarding committee hours from the org chart vs hour for hour jobs. What is the right number of hours for committee rolls? Tournament liaisons will be responsible for leaning, paper products and taking out the trash.
- Chad will retrieve quotes on a new skate sharpener. Looking for amount to sell current sharpener.

7:17 **Adjourn**

John made a motion to adjourn December’s meeting, Jon seconded; all in favor.

**Next Board meeting scheduled for January 12, 2022, at 6 pm – Wildcat Centre**

**Operations Committee Updates - December 2021**

<b>December 2021</b>	<b>Monthly Update</b>	<b>New Business Agenda for Discussion or Decision</b>
<b>On-Ice Operations</b>		
<b>Off-Ice Operations</b>	Tournaments have been going very well so far, we are still full for all the tournaments. I have rented four additional slots of ice at the hunt arena to try and fill in some gaps. We are trying to get as much ice as we can out of every week, however I do think we should budget additional ice time at hunt for next seasons. Over the last two weekends of tournaments, we have received several compliments from several association members on how nice the rink looks. BLC (Blue Line Club) is planning Hockey Day on Dec 18th, we would like to ask if there is a location where we could have a bonfire and if it would be okay to have a food truck at the rink for that day. At this point the only teams that have notified me that they cannot make it is PW A and U12 Orange. I did take out of the skybox three chairs that are broken and in bad shape, I put them outside the skybox in case someone wanted something from them, if not, I will get them in the dumpster.	
<b>Building Operations</b>		
<b>Member Recruitment &amp; Retention</b>	243 is the total registration number, our mite program is larger than it's ever been! Working on the SE registrations for next year already so we can think through all the things that need to be different to improve efficiency in several ways. volunteer registration worked well this year; working through a few kinks there. Registrar inefficiencies also improved significantly due to skater and volunteer SE registrations. LTS is over and had great enrollment into late start mites, already planning revamp for next year on timing with try hockey, LTS and mites. new member engagement reach out is starting.	

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<b>External Engagement &amp; Communication</b>	Several more dashers have been removed and put up. Heather Ewing is working on Tattersall. Mite jersey cost would be around 4000 dollars.	
<b>Financial Operations</b>	I completed the application to the HS for the RFYHA Scholarship and moved the Scholarship Fund account to RF State Bank. Received the other energy incentive check for the LED light upgrade which totals \$2800 in refunds. Our net for the LED light upgrade was \$4200 which has a 5-year warranty and will save us on utilities moving forward. At the end of the year, I will check the utilities and see what we saved. The Ladies Night Out Event had \$5310 in registration, \$4689 in card sales, \$4150 in sponsorships, \$7240.20 in raffle sales=\$21389.20 income. \$2360 Purse raffle, \$2349.34 bingo purses, \$426.99 other expenses=\$5136.33 expenses. \$16252.67 in net profit!! Bingo Committee is up and running with myself and 3 others. Neil will continue leading most of the business operation, but the committee will continue to take more on as they are trained in. The Wild season ticket sales have stalled out. We haven't sold one set since last meeting. We also just launched the Winter Classic tickets raffle. If not already, you should see it soon on social media and your inbox. Please share the information and spread the word. Concessions is going well, and I wanted to mention that Steph Klecker and Jodi Shewczyk are a couple rockstars. If you see them, please let them know. I created an Amazon business account so people can make purchases much easier. We have hung a TV that will eventually broadcast our concession prices. The ice dividers scheduled to be delivered on 12/8. Everything will be paid for by a very generous donor including the boards, kick plate, and delivery.	
<b>Fundraising Operations</b>	Purse bingo was super successful, see financial operations update for final numbers. We are planning to host this event twice a year, once in the spring and once in the fall. We have collected coupon card money from every association family excluding one. The collection process was extremely time consuming and inefficient. We are exploring alternatives for the 2022-2023 season that will make the process more efficient. We are starting the planning process for the Ice Out Bash and our tentative date is April 8, 2022.	
<b>Building Events Operations</b>	No updates at this time	

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