

Meeting Minutes

Pine City Youth Hockey Incoming Board Meeting

March 20th, 2023 @ 6:30pm at Cabina Cafe

Board Members Present: Erik Bjorklund, Ashley Berglund, Marcie Berglund, Krissy Valvoda, Jonah Sauter, Grant Nicoll, Kyle Borgstrom, Deanna Jahnz, Ryan Brant (arrival @ 7:45pm)

Also, in Attendance: Michelle Linnell, Rebecca Stuckey, Ali Piha, Jordan Petranek, Traci (gaming solutions)

Krissy Called the Incoming Board Meeting to order @ 7:20pm

1. **Agenda:** Incoming board agenda was reviewed for addition and/or deletions. A motion was made by Deanna to approve the new incoming board agenda; Grant seconded the motion - all in favor - motion carried.
2. **Meeting Minutes:** meeting minutes from February had been reviewed in outgoing board member meetings.
3. Review of PCYH Board of Directors Code of Conduct by all 9 new incoming board members and all signed code of conduct.
4. **Election of Officers:**
 - a. President - Eric nominated **Krissy Valvoda for 2023/2024 PCYH President;** Jonah Seconded the motion; all in favor - motion passed
 - b. Vice President - Grant nominated **Deanna Jahnz for 2023/2023 PCYH Vice President;** Krissy seconded - all in favor - motion passed
 - c. Secretary - Jonah nominated **Ashley Berglund for 2023/2024 PCYH Secretary;** Grant seconded - all in favor - motion passed
 - d. Treasurer - Krissy nominated **Marcie Berglund for 2023/2024 PCYH Treasurer;** Jonah seconded - all in favor - motion passed
5. **Open Forum :** Open forum was reviewed in outgoing board member meeting. No new open forum reviewed during the incoming board member meeting.
6. **Assignment of Board Member Responsibilities / Oversight for 2023/2024 season**
 - a. Hockey Director (age appropriate ADM instruction at all levels, Coaches, High School programs partnership) - Grant
 - b. Learn to Skate - Ryan
 - c. Mites - Jonah
 - d. Girls - Jonah
 - e. Outdoor Rinks - Eric
 - f. Concessions - Deanna
 - g. Fair - Deanna
 - h. Events - Deanna
 - i. Goalies - Kyle

- j. Equipment - Marcie
- k. Calendars - ALL
- l. Communications - Ashley
- m. Managers - Marcie
- n. Game Sheet - Krissy
- o. Fundraising/Grants - Grant
- p. Ice Scheduling - Grant
- q. Summer Hockey - Ryan
- r. Tournaments - Krissy
- s. Registration - Krissy / Marcie
- t. Tryout Practices - Grant/ Ryan
- u. Tryouts - Grant
- v. Parades - Ryan
- w. Area School Liaison - Deanna
- x. Annual Meeting - Deanna / Ashley
- y. Tune Ups/Step Ups - Ryan

Krissy motioned to approve assignments of board members for 2023/2024 Hockey Season; Ashley seconded - all in favor - motion passed.

7. Reviewal by board of PCYHA Paid Positions

- a. Gambling Manager (employee) - \$40,000 a year plus mileage reimbursement
- b. Gambling Employees - Varies depending on what they do
- c. Ice Scheduler (independent contractor) - \$1,500 per year
- d. Goalie Coaches, clinic and camp instructors (independent contractors) - Varies based on what they charge
- e. Non-Parent Coaches (independent contractors) - set by board, but varies depending on ability and number of coaches per team

8. Reivewal by board of PCYHA volunteer and Coordinator positions to be posted for 2023/2024 Hockey season

- a. Registrar - Full Family DIBS
- b. Learn to Skate Coordinator I - 4 DIBS
- c. Learn to Skate Coordinator II - 4 DIBS
- d. Learn to Skate Off-Ice Coordinator - 4 DIBS
- e. Fair Coordinator - Full Family DIBS
- f. Concessions Coordinator - Full Family DIBS
- g. Equipment Coordinator - Full Family DIBS
- h. Girls Coordinator - Full Family DIBS
- i. Wreath Fundraising Coordinator - 4 DIBS
- j. Spring Flower Fundraising Coordinator - 4 DIBS
- k. Outdoor Rink / Facilities Coordinator - Full Family DIBS
- l. Assistant Outdoor Rink / Facilities Coordinator I - 3 DIBS
- m. Assistant Outdoor Rink / Facilities Coordinator II - 3 DIBS
- n. Parade Coordinator - Full Family DIBS
- o. Association Goalie Manager - 4 DIBS
- p. Grant Writer (if needed) - 4 DIBS
- q. Hotel Coordinator - 2 DIBS
- r. Mite Jamboree Coordinator - Full Family DIBS
- s. Rink Rat Coordinator - 3 DIBS

t. Summer Hockey / Dryland Coordinator - 4 DIBS

9. Pine City Civic Center (Danielle - absent) n/a

10. Girls High School Program - n/a

11. Boys High School Program - n/a

12. Registrar - Ali. Ali mentioned she will be getting a proposal together for the board in wanting the registrar to be a paid position. She will be checking with surrounding area associations to see how they compensate their registrars.

13. Equipment Coordinator - Kris (absent) - Kris will be resigning from the equipment coordinator position for the 2023/2024 season. Coordinator position to be posted for 2023/2024 season

14. Association Goalie Manager - Tami (absent) - Kyle reported that mite goalie gear needs to be ordered

15. Girls Coordinator - Amy has resigned from the girls coordinator position. Board will be looking for a new coordinator for upcoming season

16. Ice Scheduler - Michelle - Avareo scheduling software is not needed by Michelle, but Civic Center might want it. She will be checking into that.

- a. Total Ice Hours billed last 4 years were reviewed to see where we landed after this season
 - i. 2019/2020 - 509.5 total hours
 - ii. 2020/2021 - 545 total hours
 - iii. 2021/2022 - 576 total hours
 - iv. 2022 / 2023 - 540 total hours - It was discuss that less billable hours this year due to many winter weather events and cancellations of practices
- b. It was stated by Michelle that she may be looking into asking for increased pay for ice scheduler next season. She was going to do research of surrounding hockey associations as to what they pay their ice scheduler. She will come with a proposal to the board if she feels her compensation should be increased.

17. Jonah - Mite Coordinator / Girls

- a. Mites - google survey will be sent to parents with simple questions regarding how they thought season this year went.
- b. Going to need to ramp up Coaches and Volunteers for the Mite D players next season
- c. Will be looking at putting together a drill pack for newer coaches

18. Eric - Outdoor Rink / Rink Rats - no updates

19. Grant - Hockey Director / Fundraising/ Grants / Scheduling/Tryouts/ Try-Out Practices

- a. Grant and Ryan reached out to Cal Miska for potential early ice time prior to try - outs instead of doing 3 Sunday try out practices. It was discussed as a board and the decision was made to stick with 3 Sunday try out practices in Forest Lake and then Cal Miska will come to Pine City after try-outs, likely in place of “tune-ups” as he did this year.
- b. Grant and Ryan will talk with Cal about potential skill hours 1x month for 1 hour with each team instead of having a regular practice with coaches.
- c. Try-outs - evaluators have mentioned to Grant to get rid of one skater at a time and to have more game play. Will look into getting another town to come in for try outs and scrimmage our kids to enhance the try out process.

20. Ryan - Parades/Learn-to-Skate/Summer Hockey/ Tune-up / Step-up

- a. Dryland - Looking to get dryland set up for month of May with Cal Miska and will be completed before school is out of session.
- b. Motion was made by Grant for 12 hours total of dryland training with Cal Miska up to \$2700 payment; Jonah seconded - all in favor - motion passed.

21. Deanna - Vice President/Events/ DIBS / Concessions/Fair/School Liaison/Annual Meeting

- a. Dibs for 2022/2023 were reviewed by board and who did not complete their DIBS resulting in cashing of volunteer check
- b. Mite D's will not have volunteer check cashed - which is the same process as prior years
- c. Reviewed Calendar advertisement list and sponsorship was divided amongst the board member with ads pledges from businesses due in May

22. Krissy - President/ Tournaments / Hotels / Registration / Game Sheet Contact

- a. Discussion regarding “Does a coach need to be rostered to a specific team to be able to be on the ice for practice?” Or “Does just being rostered as a coach allow you to help and be on the ice for other teams during practice” - Krissy to check with D10 / Registrar

Misc:

Jonah made a motion to adjourn the meeting at 9:34pm; Eric with a second - all in favor - motion carried.

The next meeting is scheduled for April 17th @ Cabina Cafe - Gambling Committee @ 6pm, the entire board meeting following @ 6:30pm

Motions Made via email:

Tuesday March 21st: Deanna emailed the board stating we can continue with our calendar raffle for the year if PCYH pays for the unaccounted tickets. Deanna made a motion for PCYH to pay \$3,340 for the 167 unaccounted for tickets. Grant made a second - 6 ayes 0 nays 1 no response - motion carries

Tuesday March 21st: Krissy received an email from Ali, current Registrar, stating that she will not be seeking compensation for the job if she continues to be registrar. She will be seeking reimbursement for expenses incurred during the position such as printer paper and ink etc.

Saturday March 25th - It was discovered by the new Gambling manager that we were 5 months behind on filing our monthly tax returns with the MNDOR. Deanna made a motion to approve the new March LG1004 with increased spending needed to pay back taxes. Ashley seconded. 5 ayes 0 nays and 2 non response. Motion carries