

## Meeting Minutes

### Pine City Youth Hockey Board Meeting

#### April 20, 2020 at 6:30 pm at the Pine City Civic Center

**Present:** Marco Schisano, Bob Root, Dominic Perreault, Krissy Valvoda, Jonah Sauter (via Zoom), Jenny Rydberg, Matt Prihoda, Paul Kirby

Also, in attendance: Angie Westbrook, Kelly Gribauval (via Zoom), and Michelle Linnell

President Marco called the meeting to order at 6:36 pm.

1. **Agenda:** was reviewed for additions and/or deletions  
A motion made by Deanna to approve the April 20, 2020 agenda; Dominic seconded the motion – All in favor - Motion carried.
2. **Meeting Minutes:** (Jenny) Reviewed March meeting minutes that were emailed to board prior to the meeting – copies were not provided. Bob made a motion to approve the March, 2020 meeting minutes, Deanna seconded the motion – All in favor - Motion carried.
3. **Open Forum** – None
4. **Gambling: (Angie)**  
LG1004 March actual expenditures were reviewed. Marco made a motion to approve the March LG1004 of final expenses, Jenny seconded – all in favor - motion Carried.

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

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

- March 31, 2020 Bank reconciliation Report was provided.
- New safe at Ryder's – discussion on current safe and Angie will purchase a drop box type safe for Ryder's.
- Corona-Virus/Statewide bar and restaurant shutdown. We have remained compliant with all MN Gambling control requirements shutting down all gambling sites. Our calendar raffle drawings have had to be postponed. Drawings will resume as soon as our sites open again and continue until the remaining money (all \$5,000 in prizes) is given away.
- Under the MN Gambling Control's COVID19 requirements/updates, it was stated that gambling organizations are allowed to pay its employees "some or all of their regular wages, not to exceed amounts paid in recent records." MN Gambling will allow this expense under the usual monthly LG1004 allowable expenses. Angie proposed the board to approve paying gambling employee Paul Miller part or all of his average wage over the last 12 months on this next 5/1 payroll. Paul's average wage \$1,081/month. Kirby made a motion to pay Paul Miller a retainage fee in the amount of \$500 as a portion of his salary. This payment will be listed as an allowable

gambling expense on the LG1004. The board will revisit future payments month by month during COVID19, Deanna seconded the motion – 8 aye, 1 nay – motion passed.

- E-Tabs/E-Bingo – Angie provided a recap of the first month of electronic games. Overall, we didn't lose any money and actually made a small amount.
- Calendar Raffle Ad sales – We start selling ads in April and sales need to be completed by end of May. Due to shut down and so many businesses affected, Angie proposed that we 'give back' to those struggling businesses that have supported PCYH over the years.

Deanna made a motion not to charge existing 2019-2020 businesses a calendar ad fee for the 2020-2021, Kirby seconded – all in favor. Kirby will create a flyer which will state that donations will be accepted in lieu of a calendar ad fee. Angie will make a google doc with a list of all of the businesses and each board member will sign up for 3-5 businesses to take ownership for thanking and contacting them.

**5. Treasurer and Billing Manager Report: (Krissy)**

The 4/20/20 Treasurer's Report was given and presented by Krissy.

Deposits and withdrawals were reviewed. Beginning balance \$155,313.61, Deposits and withdrawal were shared and ending balance \$155,610.72 (with concessions - \$172,617.38).

Krissy provided a recap of the past due accounts. Krissy did not send out a billing statement. The board discussed how to proceed and decided to continue to send out past due bills.

Plant and food fundraiser – there will be approximately \$3,500 in credits applied to members accounts from this fundraiser. (\$1800 – plant, \$1200 – food).

Marco made a motion to approve the 4/20/20 treasurer's report, Bob seconded – all in favor.

**6. Pine City Civic Center (Danielle) – n/a**

**7. High School Program – n/a**

**8. Registrar – Kelly Gribauval:** Kelly reported that everything is up in the air due to COVID.

Registration decisions are in a holding pattern with District 10.

Kirby questioned since coaching certification classes are on hold, any word if there will be a postponed due date? Kelly again stated no word, D10 is holding off currently.

MN Hockey changed level of play dates, which will be discussed during the President's report.

**9. Ice Scheduler – Michelle Linnell**

Michelle agreed that she will continue in her role as the ice scheduler for the 2020-2021 season. Currently does not have a lot to report, but reflecting on past seasons and forecasting next season, she would like to use weekends for mites next year. Will want to talk to the Athletic Director(s) regarding next projected schedules for the varsity teams.

Michelle would like to suggest/ask if we should start practices for mites later. Jonah said feedback was fine.

**10. Jonah Sauter – Mite Coordinator, Summer Training, Outdoor Rinks, Learn to Skate** – At this time summer training is canceled due to COVID.

**11. Paul Kirby – Coaches, Goalie Coaches, Step-ups** –

Confirmed with Krissy that goalie payments were sent – yes. Would like to congratulate Bill Aagaard for being selected for the girls varsity coach – who has been trained as a coach through the PCYH program, coached at every level and has dedicated countless hours to our program.

**12. Krissy Valvoda – Managers, Tournaments** –

No updates related to managers but will continue to book tournaments early for the 2020-2021 season.

**13. Matt – Calendars, Concessions, Fair** –

No word on the Coke agreement yet.

Concession book is closed for the season.

Jail bought the remainder of the concession stand candy and donated remainder of the food (pizza) to the Pine City Food Shelf.

**14. Jenny Rydberg – Secretary, Communications, Equipment, Events/DIBS** –

Gear return is will postponed. Will contact Kris to see when she plans to hold the gear return (likely after the stay-at-home order expires).

**15. Dominic Perreault – Girls, Parades, Summer Training** – Parades: Registered for Corn and

Clover parade. Registration is on hold for the Pine Co. parade and has been unable to connect with RC commerce to register for Chisago Co. parade.

Summer training – on hold

Congrats to Bill for being selected as Varsity Girls Coach.

Still waiting to see what will happen with the girls 12U co-op – dependent on numbers.

**16. Deanna Jahnz – Events/DIBS, School Liaison** – Review of unfulfilled DIBS for the 2019-2020 season. Deanna will send out a message prior to cashing checks.

Board went through Positions & Volunteer Policy –

All listed volunteers have agreed to volunteer for the 2020-2021 season. There are two unfilled positions that will be posted to the website and emailed out: Assistant Outdoor Rink/Facilities Coordinator and Parade Coordinator.

Board review the Volunteer Policy – Bob made a motion to increase the volunteer deposit to \$300/player with a max of \$750/family, Matt seconded the motion – all in favor – motion passed.

Also reviewed credits for volunteer positions – Krissy made a motion to add a #5 under the Positions satisfying (3) three events and list Mite A, B, C, 8U managers, Jenny seconded the motion – all in favor – motion passed.

**17. Bob Root – Vice President, Registration, Tryout, Calendars, Tournaments** – Bob emailed Forest Lake ice scheduler to confirm tryout practices – no response. Deanna will reserve the 7<sup>th</sup> grade commons for the registration dates.

Discussed registration dates for the 2020-2021 season. Decided to cut back and only have two in-person registration dates.

August 24, 2020 – 6-8pm (PCHS 7<sup>th</sup> grade commons reserve from 5:30 -8:30)

September 10<sup>th</sup>, 2020 – 6-8pm (PCHS 7<sup>th</sup> grade commons reserve from 5:30 -8:30)

**18. President’s Report: (Marco)**

**A. District 10:**

- i. No April Meeting
  - 1. 20/21 season age classification changes
- ii. Meetings suspended at this time

**B. Civic Center:**

- i. 4/12 Meeting re-cap
- ii. 2019/2020 ice breakdown
- iii. Next meeting Sunday, April 12<sup>th</sup> at 8pm at ALC

**C. Hilltop Recreation Area Improvement Project**

- i. Hilltop Recreation Area Improvement Committee
  - 1. Continuing to meet weekly via Zoom
  - 2. March 20<sup>th</sup> presentation
- ii. Priorities
  - 1. Multi-use building, west side of property prepped for soccer and skating rink
  - 2. Ice Hockey Rinks – one with concrete pad, both dasher boards, lighting
  - 3. Canopy over main ice rink
- iii. Fundraising
  - 1. Changing PCYH from a 501C4 to a 501C3 – no update from Krista
  - 2. Information/marketing campaign complete – sent to Becky, no response
  - 3. MN DNR Grant submitted on 3/27

Marco emailed and provided copies of the following agreements:

MOU between PCYH and PC Civic Center Association

MOU between PCYH and City of PC

Property Use License Agreement between City of PC and PCYH

Property Use License Agreement between ISD No. 578 and PCYH

Marco brought up PCYH’s efforts to retain numbers despite COVID19 – families that may be facing a financial hardship. Suggested future discussion PCYH paying the first two months of ice bills.

Next meeting to tentatively be held at Pine City Country Club at 6:30 on 5/18/20.

Deanna made a motion to adjourn the meeting 8:52pm, Matt 2<sup>nd</sup> the motion – all in favor – motion carried.