

Sun Prairie Youth Hockey Association
Board Meeting Agenda
Sunday, March 1 – 6:00pm

The meeting was called to order at 6:04pm by Suzanne Doody.

Attendance:

Executive Board Members

Secretary - Laura Smith

Treasurer - Anne-Marie Malkovich

President Elect - Suzanne Doody

Reps

Mini-Mite - Scott VandeBerg

Mite - Brandon Schmidt

Squirt - Erika Kott

PeeWee - Julie Wetmore

Bantam - Eric Seidl

Coaches' Rep - Steve Tubbs

Committees

Concessions - Tara Freund, Leanne Brinkmeier, Rachel Awbrey

Communications - Colleen Unlenkamp

Jerseys - John Morgan

Membership

Seth Tomlinson

Lara Rosol

Rebecca Yelk

I. PUBLIC COMMENTS

- a. **Lara Rosol:** Times of Practices: How are they determined? Age order starting with Bantams, then youngest to oldest to fit before 9pm. There are some 5:30am practices. Reason for 3 practices per week: USA/ADM requests 3 hours/week from 10U (Squirts) and up. Children's health and well-being and development does not match our hockey schedule. The head of sports medicine at UW Hospital spoke at the last coaches meeting 8-10 hours are recommended. American Assoc. Of Pediatrics recommends 12-14 hours of sleep per night. Balance between school and sports. What is the motivating factor to have so much ice time? Are we training them for the NHL? With tournaments, we can have about 6 games a weekend with kids.
 - i. **Betsy McCrary:** Has kids that have played at all different levels. A big lesson is to learn to put your teammates ahead of yourself. A lot of the experience is about ice touches. Ask the team for game time availability so games are not scheduled so late on a Sunday night before school night.
 - ii. **Tubbs:** We are not training for the NHL. We are looking at the experience of the past and we have cut back from 30 years ago. We are taking what USA hockey recommends and our association needs.

- b. **Lara Rosol:** Issues on the ice, talk to the coaches first. The referee has the final say. There was an injury at the game, a mom at the game said you cannot go over to the kid on the ice. Are you able to go over to the bench if the child is injured?
 - i. **Tubbs:** It is USA hockey that you have to go through due to liability issues. The coach assesses each injury and decides if a parent needs to come over. Having parents come over to the bench can make the situation worse.
 - ii. **Lara Rosol:** What is the training the USA coaches have to have?
 - iii. **Tubbs:** No first aid. Head concussions, first aid, defibrillator training is not provided.
 - iv. Going forward: Creating a checklist of who has been trained and what the specific training includes. Having a first aid rep per team might need to be on the ice.
 - v. **Becky Yelk:** Most of the coaches are using common sense to decide when to pull a parent over.

II. EXECUTIVE COMMITTEE REPORTS

A. Secretary – Laura Smith

- a. Affirmation of email votes
 - i. Betsy McCrary: temporary scheduler
- b. Tentative Picture Dates for Fall 2020: Nov 23, 24, 25 and Nov 30, Dec 1, 2. We will lock these in when the dates are closer and we have the school district calendar out.
- c. Fundraising Committee to be discussed in new business regarding Becky Yelk and Jennifer Billings.
 - i. We fundraise to keep our costs as parents down. Raffle: split by everyone. If you do SCRIP, it's each parent. Selling items, some to parent, some to organization. Culver's nights for organization.
 - ii. Ideas: Dinner: \$150,000 has been made in the past. Bingo for purses. Party at the rink, silent auction, extra liquor license.
- d. How many members do we have? 463 registered get the eNewsletter.
 - i. Inexpensive way to do post-cards? Does anyone have a contact? (Colleen Uhlenkamp)

B. Treasurer – Anne-Marie Malkovich

- a. SPYHA Balances as of Feb. 28, 2019:
 - i. Operating Account: \$30,905.35
 - ii. Savings Account: \$152,317.21
 - iii. Capital Account: \$2672.91
 - iv. Scholarship Account: \$5565.26
 - v. Equipment Account: \$7084.88
 - vi. PayPal: \$2695.42
- b. SPYHA Balances as of Feb 29, 2020:
 - i. Operating Account: \$83,257.84
 - ii. Savings Account: \$109,022.37
 - iii. Capital Account: \$2675.59
 - iv. Scholarship Account: \$5569.15
 - v. Equipment Account: \$7089.85
- c. We have not paid our maintenance fee.
- d. Anne-Marie Malkovitch will let us know what is owed for concessions hours.
- e. Tubbs motions to accept the treasurer's report, Wetmore seconds, all in favor, motion carries.

- C. President Elect – Suzanne Doody
 - a. SPYHA owns the computer in the office. We are now on Windows 10.
 - b. Print and copy can be done in the office now.
 - c. Tubbs motions to get rid of SPYHA two black printers, Brandon second, all in favor, motion passes.
- D. Past President – Brian Sullivan (not in attendance)
- E. SPYHA/SPICE Joint Board Meeting Notes (submitted by Laura Smith)
- F. **Joint SPYHA/SPICE Board Meeting 2.27.20 Minutes (to be shared at the SPYHA board meeting on 3.1.20)**
 - a. **Ice Cost**
 - i. Ice Rate change 4.13% across the board. \$10/hr.
 - ii. Build this into the budget plan
 - iii. We have a long term mortgage that resets the rate at 7 years. We are in year 5 of the mortgage. Our rates could go up 6,000/mo. Resets after every 5 years after 7 years.
 - iv. We are the most expensive in the area. We are competitive with Waunakee. My Hockey pays peak price.
 - b. **Tier One**
 - i. Encourage people to pick up “off ice” official positions.
 - c. **Concessions and open skates**
 - i. Lower concessions used to be more popular? Open skates are hard to fill with DIBS. Hire high school kids to do game support, admissions, skate rental. Jeff would like to be able to control that.
 - ii. Number of hours you might expect annually? The last 2 that were done, we had 87-100 people. In low season, it runs around 50 people. Typically 4 hours per week. Christmas break hosts more. \$300/year revenue. 500 hour volunteer commitment every year from SPYHA to SPIce. This year it was really hard to fill the open skate positions.
 - iii. The board will decide what we are doing with the register. SPIce is going to take care of admissions hours. SPYHA is posting skate rental.
 - d. **Rink Management**
 - i. Zamboni life is about 7 years.
 - ii. Graffiti in the locker room. My Hockey purchased the ice. We could bill My Hockey. Upper concessions help with keys for locker rooms. This is helping with less issues in the locker rooms.
 - iii. Bathrooms are not clean near the restaurant. The Card Table has females on staff to help out when the restrooms are in need. Put a note in the concession book that Card Table is to restock. Little key in concessions for paper towels.
 - e. **Try Hockey for Free**
 - i. SPIce donates the ice.
 - ii. We had 84 kids. Following up with transition for spring.
 - iii. Good feedback and testimonials. We will put those on our social media.
 - iv. We need more volunteers off ice.
 - f. **Learn to Skate**
 - i. Someone would like to help run it. We already have a skating director.
 - g. **Scheduling**
 - i. We need to look at away tournaments so that we can fill concessions.

h. Live Barn

- i. Attorney had potential privacy issues in the past
- ii. We can't broadcast during WIAA games.
- iii. We can control when to turn it on and when to turn it off.
- iv. They bring everything with them. There is no cost to our associations. They will program black out stuff as we ask. They would supply two tvs and we wouldn't have to supply anything. We would get 6 free subscriptions. The Card Table could get two. We get 30% of that membership per month.
- v. They do not pull off our WIFI.
- vi. They hang on to recordings for 30 days.
- vii. Jeff will be our point person on this and get back to us.

i. Stick and Puck

- i. We are going to keep doing that. It's like open hockey but with individual skills. It keeps out pick up games. Have two sessions. 12 and under, 13 and over. It will work better in the off-season. It is a drop-in program. Sometimes there won't be a month's notice, but getting it on the calendar and social media will be important.

j. Project List for Volunteer Hours

- i. DIBS hours going into summer
- ii. Rough estimate of hours each thing should cost.

k. Proposed Bi-Law Changes from Dave Batterman:

- i. SPYHA Board: Per the SPYHA/SP Ice agreement, any time the SP Ice Board of Directors proposes a change in our bylaws we need approval of the SPYHA Board of Directors. Both of the proposed changes are in regards to the SPYHA/Past President seat on our Board. The changes will allow more latitude for both Boards going forward.

PROPOSED CHANGE #1:

FROM: Director No. 1:
o Initial term: 1 year
Qualification: This director must be the individual who will hold the office of SPYHA Past President for the majority of the twelve months following June 30 of each year.

TO: Director No. 1:
o Initial term: 1 year
Qualification: This director must be the individual who will hold the office of Sun Prairie Youth Hockey Association (SPYHA) Past President for the majority of the twelve months following June 30 of each year. In the event that the SPYHA Past President is unable to serve, the SPYHA Board of Directors may appoint a director to this position to fulfill the duration of the term.

Tubbs made a motion to pass the change, Erik second, all in favor, motion passes.

PROPOSED CHANGE #2:

FROM: Removal and Resignations:

With Cause: Any Director may be removed from office, with cause, by a majority vote of the Directors present and voting at a meeting of the Board at which a quorum is present.

TO: Removal and Resignations:

With Cause: Any Director may be removed from office, with cause, by a majority vote of the Directors present and voting at a meeting of the Board at which a quorum is present. Failure to attend multiple regular or special meetings of the Board throughout a director's term shall be considered justification for removal with cause.

Tubbs motions to pass the change, Julie seconds, all in favor, motion passes.

G. President – Chris LaRowe - no report/not present

III. COMMITTEE REPORTS

A. Volunteer Committee - no report/not present

B. Annual Fundraising Committee

- a. We raised a little over \$300 from the Culver's Share Night. We appreciate all who attended and volunteered! Culvers would like us to send a picture.
- b. Jersey Mike's Share Day is March 10. It lasts from open to close so we hope all can attend. Could the level reps please send reminders out about this, today if possible?

C. Communications Committee

- a. [Twitter](#)
- b. [SPYHA eNewsletter Data](#)
- c. [SPYHA Instagram Data](#)
- d. [SPYHA Facebook Data](#)
- e. Operating on a team of two right now and will need a webmaster to volunteer in the future. Many events coming up. Hockey camps page is huge. Separate volunteer from fundraising on the webpage. All social media can be updated daily. National school breakfast week. 9 coaches are signed up for this next week. Tier One information will also be sent out via email. Bantam and up. We need clock, scoresheet, penalty boxes. If you are a travel player parent, it is the same. Off-ice officials PDF will be sent out with the email. It is on DIBS.
- f. Cardinal Cup Committee - Monica Gross will talk about this at an upcoming meeting.

D. Concession Stand Committee

- a. Onboarded a number of staff at the end of last year. Sales for Feb (gross): \$12,995. We are on mostly new registers now. Annually concessions are \$50,000-\$60,000 usual. Net about \$30,000 is normal annually. 52% were covered by volunteers in Feb. 60% in January were covered by volunteers. Last year, we paid staff for 160 hours total. This year, we have paid staff for more hours in the last two months than all of last year. April-May we have a lot of tournaments. DIBS needs to open for next season in April. We need to make sure those who didn't sign up for DIBS, pay the higher rate at the end of the season. At registration, it seemed to work as part of the mandatory process when signing people up for the season. Tara Freund will help verify who has worked their concession hours and who has not.
- b. Ask Joe Kott what we paid for the cash registers.
 - i. Answer: \$1355.40

E. ACE Director(s)

- a. None.

F. Equipment Managers

- a. Return dates (Mites can turn in jerseys tomorrow @ 5:30-6:30)
- b. Jersey Coordinator

- i. Start tomorrow
- ii. Only John, Maggie, or the team rep can accept the jerseys
- iii. Wash the jersey
- iv. What is the fee to charge the families who don't return the jersey? No option to keep jersey.
- v. Looking at purchasing new jerseys
- vi. Company currently \$45/jersey (\$90 because you would need two jerseys), \$15 for the socks. Includes everything on it. Odd years, get odd numbers. Black Biscuit is the name of the company and will get more samples sent.
- vii. Mite level jerseys that are reversible might be helpful going forward. We just bought brand new minimate jerseys and should be good for 2-3 years at least. This new material is not cost effective as a reversible. All other jerseys should last 3-5 years.
- viii. Spirit Wear

G. Registrar

- a. None (not present)

H. Region 4 Meeting

- a. There are several key dates in the meeting minutes.
- b. From the discussion, it was noted a number of proposed bylaw and/or rule changes were being proposed. Please find attached an initial draft of several of these proposals. If you have any input, please reach out to Tod Pritchard at todpritchard@yahoo.com to provide feedback. Tod will accumulate insights and tweak the proposals prior to the submission date. All members and associations are encouraged to think about potential changes for submission. WAHA will only get better if the membership is active and pushes for the changes we would like to see.
- c. [WAHA Rule Change Submission Form 1](#)
- d. [WAHA Rule Change Submission Form 2](#)
- e. [WAHA Rule Change Submission Form 3](#)
- f. [WAHA Rule Change Submission Form 4](#)
- g. [WAHA Rule Change Submission Form 5](#)
- h. [WAHA Rule Change Submission Form 6](#)
- i. [WAHA Minutes](#)
- j. Refs went over match penalties, you are done for 30 days or you have a meeting with the WAHA to determine your discipline.
- k. 7 discipline for kicking, which is up from years past.
- l. WAHA seeding meeting.

I. Try Hockey for Free

- a. Brandon has set up registration for a THFF transition program: New to SPYHA Hockey, Spring 2020.
- b. Registration is available here: <https://spyha.sportngin.com/register/form/858861371>
- c. There are four total sessions listed:
 - i. Feb. 29, 11:30 am to 12:15 pm on Tubbs
 - ii. March 4, 5:15 pm to 6:15 pm on Cardinal
 - iii. March 7, 11:30 am to 12:15 pm on Tubbs (this is an EXTRA session that will be available for all mini-mite players at no charge)
 - iv. March 11, 5:30 pm to 6:15 pm on Cardinal - parent-kid game
- d. Cost is set at \$10, to be paid by check.
- e. Arrangements need to be made/communicated for equipment pick up.
- f. Brandon needs to find a zamboni.

J. Scrip is going well

K. Raffle Tickets

- a. Angie is retiring from doing raffles.
- L. Registrar
 - a. New background screening coming next season.
 - b. We will get more details at the April 4 meeting. Brenda will be leaving at the end of the year. Becky Yelk would like to do this position.

IV. LEVEL REP REPORTS

- A. Mini-Mite - no report
- B. Mite
 - a. adding a “team” rep position for each level of mites
 - b. Coaches are getting a lot of questions about communication, so having more people to represent the families would be better
 - c. The number of tournaments that mites can play should be in the policy manual.
 - d. Cleaning up the policy manual can be worked on with communications committee
- C. Squirt
 - a. Shared Calendar with SPYHA events
 - b. Shared Folder with SPYHA minutes
 - c. Red benches where kids are changing is issue. Having an alternative to having kids change there. It’s possible we need a better locker room situation. Some are disciplinary reasons.
 - d. Blue Line patches: Make sure you are getting team reps to turn those in. (March 14 is the deadline). There is a form to fill out.
 - e. Kids running around the rink during practices, especially siblings.
 - f. List of who has turned out team photos.
- D. PeeWee - no report
- E. Bantam - no report
- F. Midget - no report
- G. Coaches’ Rep.
 - a. Tubbs: player exit evaluation form.
 - b. Coaches fill out one on each kid.
 - c. This is only going to coaches and turned into Tubbs. The evaluations next year will see this next year. Add a guideline to the numbers.

V. OLD BUSINESS

- A. Jerseys
 - a. Cost charged to members who don’t return the jerseys on time (end of year party)
 - b. When are we going to make the decision on purchasing new jerseys? By summer (May meeting).
- B. SPYHA Board of Directors Organizational Chart - moved to next meeting
- C. Cardinal Cup duties
 - a. 2020-2021 Cardinal Cup Dates (Mark Lea/Suzanne Doody)
- D. [SPYHA Equipment Drive](#)
 - a. Anyone who is able to donate small equipment, can get credit. The equipment room will take the new(er) equipment so they can get rid of old equipment. Smaller than peewee gear would be best.
 - b. The team that would collect the most, would get a Capitals Party at one of the last games of their season complete with a pizza party.

VI. NEW BUSINESS

- A. Appointments

- B. SPYHA will need a new Registrar in the 2020-2021 season
- C. Scheduler: We need someone to take this position who is detail oriented. Get ice based on the number of teams, practice, game. Knowledge and understanding how to batch the games together to get the officials to take the games and get the zambonis able to clear ice. We need to make sure that we support the scheduler in the future. The parents should only email level reps and not the scheduler.
- D. Membership Changes
 - a. none
- E. Past due invoices
 - a. All level reps were sent a list in early Feb. of people who have past invoices.
 - b. Updated list to level reps coming soon
 - c. Volunteer committee to get Anne-Marie a list.
 - d. Registration list of DIBS per level.
- F. Volunteer hour invoices
 - a. Need info from volunteer committee
- G. Ice Scheduler position
 - a. Need to promote
- H. 2022 WAHA State Bids
 - a. Laura Smith will look up
 - i. Betsy's recommendation: Most difficult to get A teams, then B teams. Next year we did not get any bids because we are hosting Tier One. This year we are hosting PeeWee, last year, we hosted Squirts. You cannot have more than two teams per region in a birth year. That includes the host team. We host a lot of state tournaments, so we do not have a wild card. There aren't as many C2 teams. If there isn't a C2 team from Region 1, then another region will take over that slot. Some teams got bumped because there weren't enough C2 teams to make a tournament, so C1 teams were bumped down to compete and then the C1's won. Start with Bantams.
 - ii. WAHA state tournament director: appropriate
 - a. Let Betsy know what we put in for and Betsy will help it go through.
- I. 2020-2021 Scheduling/Number of Teams
 - a. Mini-mites moving up to mites: 2012 (4) 2013 (12) = 16 (1 session)
 - b. Mites: 35 mites aging out, and 26 age appropriate for next year. Minis have 16 who will be Mite age appropriate, so we project 42 Mites for '20-21 season (2 sessions)
 - c. Squirt: 27 staying 31 moving up (5 teams)
 - d. PeeWee: 27 staying 21 moving up (teams of 15 in case we need to double roster) (4 teams)
 - e. Bantam: 13 staying, 4 eligible for JV, 33 players (2 teams)
 - f. Midget: 1 team tentative.
- J. PeeWee B State Tournament
 - a. Blast about concessions (March 14/15)
 - b. Parents cover everything the whole weekend.
 - c. Sign up genius out to all PeeWee parents
- K. Corn Fest (Becky Yelk)
 - a. Coordinate our participation
 - b. Banner, candy, kids (roller blades or walk)
 - c. Hand out fliers (more than 5,000)
- L. Summer Equipment rental
 - a. \$250 goalie equipment check when renting as a deposit that you get back if it returned in good shape.
 - b. \$25/skaters

- c. Brandon motions to add \$50 rental fee on top of the \$250 deposit. Julie seconds. If there is a financial burden, please contact the board.
- M. Annual Meeting
 - a. Date: Sunday, May 31st @ 5pm
 - b. 90 lb cardstock/printer with Colleen U.
- N. Team pictures
 - a. Can we change companies
 - b. Contract that we have this year?
 - c. Becky Yelk has contacts and will send the info to Julie Wetmore
- O. Kollege Town
 - a. Bought out
 - b. We are free and clear
 - c. We need to come up with another company in the future.
 - d. Cardinal Cups, bag tags, fliers, bracket boards
- P. End of the year survey for families
 - a. In process
- Q. Equipment Person
 - a. A time set up once a month with a person who is staffing it
 - b. Office hours going forward
 - c. We have equipment person who is on staff for THFF
- R. Concessions
 - a. Drinking/intoxicated while in concessions
 - b. Move into closed session
- S. Next Meeting
 - a. Board Meeting: April 5th, 2020.
- T. Closed Session
 - a. Discussion on concessions.
 - b. Discussion on payments.
 - c. Formal complaint
- U. Adjourn (9:20pm)