

**Andover Huskies Youth Hockey Association
Monthly Board Meeting Minutes
Andover Community Center Meeting Room
January 21, 2007 7:01 pm to 9:35 pm**

Members in Attendance: Tony Howard, Diane Gilbert, Tim Koltes, Jason Eveland, Jill Merriam, Ron Meissner, Dave Jaegar, Cathy Mathers, Rick Bruesch, Julie Sears, John Stong

Members not present: Jill Hadtrath–Aadland, James Flannagan, Eugene Bjerkebek, Paul Oster.

Guests: Dan Haskins, Adam Denny, Patti Howard.

CALL TO ORDER:

President Tony Howard called the meeting to order at 7:01 pm.

A MOTION WAS MADE TO APPROVE DECEMBER MEETING MINUTES, WAS SECONDED AND PASSED.

PRESIDENT’S REPORT: Tony had nothing to report. Jason went to the District 10 meeting for Tony, the last payment has to be in before any team can play in Districts. We are hosting the A Squirt Tournament this year.

TREASURER’S REPORT: Eugene was absent.

GAMBLING MANAGER’S REPORT: Patti Howard presented the Monthly Gambling Report in Jill Hadtrath–Aadland’s absence for December 2006 & February 2007:

December Gross Sales were \$231,476 less Prizes paid \$193,099 equaling Gross Receipts of \$38,377, Physical inventory remaining of 932.40.

December actual gambling expenses totaled \$14,402.61 and \$0 for Lawful Purposes. On November 19, 2006 the AHYHA Board approved for Allowable expenses of up to \$35,850.00 and \$0 for Lawful Purpose expenses.

February estimated expenditures for Charitable Gambling Operations was presented by each line item and totaled \$34,005.22 for Allowable expenses and

\$0 for Lawful Purpose expenses. (Attached as an addendum to these minutes is the detail of the Gambling Manager's Report.)

A MOTION TO APPROVE GAMBLING MANAGER'S REPORT & PAYMENT OF EXPENSES UP TO \$34,005.22 FOR ALLOWABLE EXPENSES AND \$0 FOR LAWFUL PURPOSES EXPENSES FOR FEBRUARY 2007 WAS MADE, SECONDED AND PASSED.

A request for additional Allowable expenses for unanticipated but immediate January payment was made for:

MN Dept of Revenue - for sales exceeding \$500,000 - Additional tax of \$1,627.16

2007 Work Comp Ins - annual premium renewal - \$754.00

A MOTION TO APPROVE ADDITIONAL JANUARY ALLOWABLE EXPENSES OF \$2,381.16 AS MADE, SECONDED AND PASSED.

QUARTERLY GAMBLING AUDIT COMMITTEE REPORT: Jill Merriam reported and provided a copy of the Minnesota Gambling Control Review Board Compliance Report. Our operations passed its first review, suggestions were made by compliance officer to make a few changes for procedures and those have been made with GCB approval.

Jill Merriam & Committee completed their second quarterly audit yesterday of all closed games for the months of Oct, Nov & Dec 2006 from Andover Lanes & Tanner's Station. The audit is done on a 10% random audit basis. Jill also reconciled the bank statements for the given months. The report card is good, books in good order.

Discussion on three reports that should be of importance to the Board:

1. Profitability Report
2. Cash Shot/Over Report
3. Allowable expenses Report (limited to 55% of Net Receipts)

For the past year our operations have stayed within the State expected guidelines and have actually not come close to exceeding our limits on the last two reports. These reports let the Board know how our manager is doing keeping losses & expenses to a minimum.

Discussion on Distribution of Charitable Gambling Proceeds:

The Request Committee had their meeting and they have put together a form for requests. Matt Larson will write Policy for Policies & Procedures Manual. Their request of the AHYHA Board is for the amount of money they will have to work with. Patti Howard & Jill Merriam estimated that \$17,000 is needed to keep operations going at this time.

Discussion concerning guidelines for distributing funds per city & state guidelines:

1. 90% must go to charitable groups that service the Andover Community
2. Distribution must be equal between boys & girls group that make reasonable requests, 501C3 are different expenditures than other nonprofit groups.

Discussion on how AHYHA should use the funds they receive. Are there certain limitations on what money can be spent on? Auditors would like to see money spent within first 60 days of receipt, has to do with funds that could possibly move between AHYHA & Gambling account.

It is not a position we have found ourselves in yet but it could experience in the future.

Discussion regarding other Board members to take the Gambling Licensing Course & Test, we need a licensed back up for Jill and Tony should something unforeseeable happen.

Discussion regarding Funds request from:

Girl's High School Hockey Team \$3,150.00

Boy's High School Hockey Team \$3,150.00

YMCA - scholarship for Y-Partners \$1,250.00

Discussion on how much to set aside for request committee and how are we going to fill those requests? Committee will get request form on website.

DISCUSSION ITEMS:

Annual Meeting date for April 22, 2007 @ 6:00 pm, Julie to see what site would be available at either Andover Elementary or Oak View Middle School.

Discussion with coaches regarding late ice times, John Stong will go over schedule with coaches.

Policies & Procedures manual needs to be reviewed and updated, Tony suggests to update it in March but submit those changes for correction & discussion at Feb 18th meeting.

Volunteer hours – A PeeWee 14 Round Robin –Jill having difficulty tracking 2 hour mandatory volunteer time. Discussion for calculating how many hours will be needed next year. Spreadsheet will be posted for A PeeWee Tournament. Please email Jill M with anyone having hours she may not be aware of.

Discussion on how we get another sheet of ice, to do so we need more participation. So how do we get more families involved in hockey? What's going to be the long range plan? \$200,000 is needed to add a top quality dryland facility to ACC, over \$1 million to add second sheet of ice.

Tony would like to start a Mini-Mite Program to generate more interest at younger age when sport is not as costly for parents. He would like to discuss options for reimbursement incentives.
\$4,200 check was received from Land-O-Frost last week Would this be the best use of the funds by getting equipment for the Mini-Mites program?

DIRECTORS REPORTS:

EQUIPMENT REPORT: Nothing to report.

FUNDRAISING: An All Association & High School Teams pictures were taken and selection of picture to use was completed by Board.

Bowl-a-thon Fundraiser has potential to raise upwards of \$30,000. Teams are 5 bowlers each lane, each bowler must have a minimum of \$100 in sponsorship to qualify. They receive 2 games, bowling shoes, pizza & pop, 50% of the proceeds will go to the Dryland/Ice Fund and the other 50% will go in account with players name to pay for development of their choice, non-hockey bowlers will have the

option to donate their 50% to charity of their choice. The bowler to get the most sponsorship will receive a Prepaid VISA card valued at no less than \$100. All family members are encouraged to participate. The Girl's & Boy's High School Teams will also be participating.

GIRLS/S.K.A.T.E./VOLUNTEERS: Discussion of the numbers this year and where numbers will be next year.

Cathy reported that S.K.A.T.E. Banquet is scheduled for March 19th. \$2,100 in Pie Sales reported. Focus will be on academic recognition. Discussion on who will be guest speaker.

ICE: John Stong will meet with Dan & Adam. Nothing to report.

MITES/U8: Tim will turn December & January Ice schedules to Mark Amundson. Discussion of how game/practice went this year thru D-Mites.

PLAYER/COACH DEVELOPMENT: Dave not present

REGISTRATION: Diane reported that all rosters are set.

TOURNAMENTS/INHOUSE: Jason would like to request that Tournaments/Inhouse directorships be separated. Parents on C Mite team are unhappy with coaching. Training needs to be a priority.

Discussion of Squirt B2 tam going to Wahpeton ND – manager went straight to District 10. Craig Turner & Tim Timm approved.

A PeeWee tournament has only 4 teams, not profitable but should break even.

C Tournament at the end of this year – 20 teams. Tony suggested a Bar-B-Q. Jason will go to Tanner's & Famous Dave's to see what is available.

Discussion on Laser Show, Cathy suggested prepayment of gate fees.

TRAVELING: James not present. Nothing to report.

TRYOUTS: Paul not present. Nothing to report.

OPEN FORUM:

Discussion of getting an Andover Jersey hung at the EXCEL CENTER.

Cathy brought up purchasing jackets for coaches.

ADJOURNMENT:

A MOTION TO ADJOURN WAS MADE, SECONDED AND PASSED.

Meeting was adjourned at 9:35 pm; the next meeting is scheduled for Sunday, February 18, 2007 at 8:00 pm in the Andover Community Center Meeting Room.

AHYHA CHARITABLE GAMBLING MONTHLY MANAGER'S REPORT

For the Month of:

Feb-07

AHYHA Monthly Board Meeting on :

01/21/2007

Pre-Approval: Allowable Expenses						
Payee or item to be paid	Explain each purpose for each expenditure briefly		Expense Amount:		Approval	
			Estimated	or Actual	Yes	No
Tanner's Station	Rent		\$ 1,750.00		X	
ADP	Payroll, PR taxes & Fees		\$ 8,000.00		X	
Ben's Wholesale	Pulltabs		\$ 8,000.00		X	
Triple Crown	Pulltabs		\$ 3,500.00		X	
Fedor's Meats	Meat Raffle Prizes		\$ 2,000.00		X	
Cash Bag	Drawer Reimbursement		\$ 3,000.00		X	
MN Dept of Revenue	Board Fees & Taxes		\$ 5,000.00		X	
City of Andover	Monthly Taxes & Contributions		\$ 2,000.00		X	
MN Gaming Inc	Software Support Renewal 2007			\$ 550.00	X	
Patti Howard	Postage, Ink& toner, storage boxes			\$ 205.22	X	
Total Allowable Expenses:			\$ 33,250.00	\$ 755.22		

MN Dept of Revenue	Tax due for over \$500,000 Gross			\$ 1,627.16	X	
Apollo Ins Agency	Work Comp 2007 *Jan pymt*			\$ 754.00	X	
Total Allowable Expenses: Increases for January Payments Due				\$ 2,381.16		

Pre-Approval: Lawful Purpose Expenditures						
Payee or item to be paid	Explain each purpose for each expenditure briefly	MN CGB Code	Expense Amount:		Approval	
			Estimated	or Actual	Yes	No
Total Lawful Purpose Expenditures:				\$ -		

Submitted by: Jill Hadtrath-Aadland, Gambling Mgr

Date: 01/21/2007

Recording Secretary: _____

AHYHA CHARITABLE GAMBLING MONTHLY MANAGER'S REPORT

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Presented at AHYHA Monthly Board Meeting on :

21-Jan-07

Actual Gambling Operations

For the Month of: Dec-06

Gross Receipts	\$ 231,476.00
Less: Prizes Paid	<u>\$(193,099.00)</u>
Net Receipts	<u>\$ 38,377.00</u>

Physical Inventory	Nov Month End	<u>\$ 932.40</u>
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	<u>Actual</u>
Checks Written:	
Total Allowable & Lawful Purpose Expenses	\$ 14,402.61
Total Allowable & Lawful Purpose Expense	\$ (35,850.00)
Approved for this month on 11-19-06	
Difference	<u>\$ (21,447.39)</u>

A hard copy of Form LG1004 Monthly Gambling Report presented & signed by Gambling Manager, along with all tax forms filed on a monthly basis and all related reports are on file with the Meeting Minutes of the above Meeting date and can be reviewed by any AHYHA member upon written request to the Board Secretary.