

ANDOVER HUSKIES YOUTH HOCKEY ASSOCIATION
BOARD MEETING MINUTES

Sunday, May 18, 2008 @ 8:30 PM
Andover Community Center
Operations and Administration met separately from 7 – 8:30 p.m.

As recorded by AHYHA Secretary Penny Portner

Members in Attendance: Tony Howard, Mark Madden, Jason Eveland, Mike Clough, Jill Hadtrath-Aadland, Ron Meissner, Nyssa Nypan, Amy Vreeland, Don Berthiaume, Jason Patton, Craig Gunderson, Ron Meissner, Kim Kraabel, Tami Peterson, Penny Portner, Debbie Danielson (late)

Members not Present: Adam Denny, Dan Haskins

Guests: Jason Hemp (Operations Meeting), Patti Howard (Full Board Meeting)

Call to Order: Tony Howard called the full board meeting to order at 8:34 p.m.

Tony Howard asked that we approve the April meeting minutes. **A MOTION WAS MADE BY MEISSNER TO, ACCEPT THE MEETING MINUTES, SECONDED BY MADDEN, AND PASSED.**

Treasurer's report: Mike Clough presented the Treasurer's report. Changing reconciliation process. Preparing for next audit (60 days). A copy of the treasurer's report can be obtained by written request submitted to the Treasurer or Board Secretary.

A MOTION TO ACCEPT THE TREASURER'S REPORT WAS MADE BY NYPAN, SECONDED BY BERTHIAUME AND PASSED.

Gambling Manager's report: Patti Howard presented the monthly gambling report in Jill's absence.

April's Gross Receipts were \$219,695.00. Prizes paid were \$183,159.00 giving Net receipts of \$36,536.00 before taxes & expenses. Checks written for the month totaled \$79,809.76 for which the Board had previously approved up to \$82,196.78 allowable expenses & lawful purpose expenditures at the March 16 & April 27, 2008 Board Meetings.

Patti, via manager's report, also submitted Expenses for June 2008; Allowable expenses were projected to be no more than \$46,225.00 & Lawful Purpose Expenses requested were \$3,700.

A MOTION TO APPROVE PAYMENT OF GAMBLING EXPENDITURES AND TO ACCEPT THE GAMBLING REPORT WAS MADE BY NYPAN, SECONDED BY BERTHIAUME AND PASSED.

*****An Addendum with all the gambling report detail can be found as an attachment to this report. Anyone wishing to review Gambling records is asked to submit a formal written request to the AHYHA Board Secretary. An appointment will then be made for a review with the Secretary of the requested information.**

Patti also reported that MURC had been out to do the physical inventory for external audit purposes. MURC auditors stated to Jill that our internal auditing procedures are by far more extensive than most of their other clients but that is not a bad thing. Patti is working with Kim Kraabel to schedule the final internal audit of this fiscal year, once that is completed and the May return is done charitable gambling should be ready to send all their books to MURC for Formal Audit & Tax Return. Patti will work with Mike to see if his info will also be ready to go to MURC.

We have also received our Unsold Pull Tabs refund check (TRC) from the State in the amount of \$583.85. Last year we did not receive a check as the credit was used to pay taxes due but the previous year we had a refund and it was donated to ACBC Food Shelf. The money cannot be used by AHYHA but must be distributed to a group that does not qualify as an A-8, A-9 or A-12 Code of Lawful Purpose Expenditures; we have up to one year to disburse the refund but would like to do it soon than later so we don't miss the deadline. Board will decide in next couple of months wear the money will be distributed.

COMMITTEE REPORTS:

Administration Meeting Overview:

President: *Tony Howard*

- Outdoor parties to be held at Tanners June 20-21. Requesting that players' help with clean up.
- Request from Boys High School Hockey: \$7500 for equipment. Discuss further and approve at next board meeting.
- Need to figure out how to charge teams that have less than 17 players.
- SKATE program: no volunteer hours earned for being on committee. Need to require more help from each team. Two members have volunteered to be co-chairpersons for SKATE program for 2008-09.

Equipment Director: *Jason Patton*

- Nothing to report

Registration Director: *Nyssa Nypan*

- Registration and tryout fees will be increased for 2008-09.

Volunteer Director: *Kim Kraabel*

- Discussed adding one more hour per family.

Fundraising: *Tony Howard*

- Fundraising ideas for 2008-09 season: Barnyard Bash, candy bars, pizza sales (may have teams use as fundraiser, not just for SKATE)

Mite Administration: *Debbie Danielson*

- Nothing to report

Operations Meeting Overview:

Vice President: *Mark Madden*

- Jason Hemp: Came to discuss D Mite team for next season. Concern: no D Mite team? Wanted to know if players could petition up to squirts. Rule is that if they were C Mite previous year, they could not petition up to squirts (unless there is no D Mite team). This is a district wide rule. We will have a D Mite team in 2008-09.
- Reviewing coach evaluations to ensure due diligence. Want to take extra caution in selecting A level coaches.

Girls Director: *Amy Vreeland*

- Girls' Youth Night: November 20 and December 9.

Traveling Director: *Ron Meissner*

- Ads for coaching positions to run in "Let's Play Hockey," to be posted on Minnesota Hockey and AHYHA websites and message emailed to past AHYHA coaches.

- A room for the coaching interviews is reserved for July 8, 9 & 11 from 7 – 10 p.m. at ACC.
- Goalie Parent Meeting: Goalie parents proposed a reduction in ice costs and equipment voucher. Board to allow same funds as last season and will provide goalie coaches for each team.
- Junior Huskies Coordinator: will place news item on AHYHA website for position.
- Junior Gold: possible two teams, U16 and Junior Gold B.

Tryout Director: *Dan Haskins*

- Not present

Tournament Director: *Jason Eveland*

- Will be adding Bantam A level to Andover hosted tournaments.

Player Development: *Craig Gunderson*

- Fall Development:
 - One coach in charge to run the sessions. Need to get all “A” coaches to help out.
 - Football (Terry Boe) is more than willing to work with us on Fall Development to avoid schedule conflicts.

Coach Development: *Adam Denny*

- Not present

Ice Director: *Tami Peterson*

- No updates

Mite Operation Director: *Don Berthiaume*

- No updates

Open Discussion:

- Discussed pay for coaches. Only non-parent coaches will be paid.

Adjournment: MOTION TO ADJOURN WAS MADE BY NYPAN, SECONDED BY KRAABEL AND PASSED AT 9:39 p.m.

Next Meeting: 7:00 p.m., MONDAY, June 16, 2008 at the Andover Community Center, Rooms A & B (Operations and Administration will meet separately for 60-90 minutes and then join for a combined board meeting for another 60-90 minutes.)

AHYHA CHARITABLE GAMBLING MONTHLY MANAGER'S REPORT

For the Month of:

Jun-08

AHYHA Monthly Board Meeting on :

18-May-08

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		
MN Gaming/Quickbooks	Payroll, PR taxes & Fees		\$ 12,000.00			
Pulltabs Plus	Pulltabs		\$ 6,000.00			
Triple Crown Gaming	Pulltabs		\$ 4,000.00			
Cash Bag	Drawer Reimbursement		\$ 3,000.00			
Cash Bag	Bar Bingo		\$ 1,500.00			
MN Dept of Revenue	Board Fees & Taxes		\$ 15,000.00			
Fedor's Meats	Meat Raffle Prizes		\$ 2,500.00			
Anoka County Shopper	Advertising- Tanners/Meat Raffles		\$175.00			
Jill Hadtrath-Aadland	Office Supplies		\$150.00			
Patti Howard	Office Supplies		\$150.00			
Total Allowable Expenses:			\$ 44,475.00	\$ 1,750.00		
Pre-Approval: Lawful Purpose Expenditures						
Payee or item to be paid	Explain each purpose for each expenditure briefly	MN Cod	Expense Amount:		Approval	
			Estimated	or Actual	Yes	No
City of Andover	Monthly Taxes & Contributions		\$ 2,500.00			
Andover Lacrosse Club Bd	Meat Raffles		\$ 600.00			
ACIC	Meat Raffles		\$ 600.00			
Total Lawful Purpose Expenditures:			\$ 3,700.00	\$ -		

Submitted by: Jill Hadtrath-Aadland, Gambling Mgr

Date: _____

Recording Secretary: _____

Presented at AHYHA Monthly Board Meeting on :

18-May-08

Actual Gambling Operations

For the Month of: **Apr-08**

Gross Receipts	219,695.00
Less: Prizes Paid	<u>(183,159.00)</u>
Net Receipts	<u><u>\$ 36,536.00</u></u>

Physical Inventory	Apr Month End	\$ 559.46
	Bingo Paper	<u>\$ 31.97</u>
		<u><u>\$ 591.43</u></u>

	<u>Actual</u>
Checks Written:	
Total Allowable & Lawful Purpose Expenses	\$ 79,809.76
Total Allowable & Lawful Purpose Expense	(82,196.78)
Approved for this month on 3-16-08 & 4-27-08	<u><u>\$ (2,387.02)</u></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.