

# Andover Huskies Youth Hockey Association

Monthly Board Meeting Minutes

December 20th, 2009@7:00PM

Andover Community Center

**As recorded by Monica Hamling, AHYHA Secretary**

*(with assistance from Catrine Heil)*

**Members in Attendance:** Mike Clough, Catrine Heil, Penny Mackey, Penny Portner, Jason Patton, Craig Gunderson, Jill Hadtrath-Aadland, Paul Mohs, Nyssa Nypan, Ron Meissner, Jason Eveland, Jason Hemp, Aaron Gardner, Dale Martenson, Adam Denny, Craig Gunderson, Laura Lazan, Mark Manney

**Members not Present:** Tami Peterson

**Guests:** Kim Kraabel, Amy Stauffeneker, Cole & Rhonda Hadek, Derrick Johnson, Dave Johnson, Denice Picht, Jerry Ledin, Patty Buterac Ingle, Laurie Klepinger, Monica Hamling, Dana Nowacki, Jim Nowacki, Annette Hood, Rex Larson, Chris Dahl, Nancy McComber, Kathy Dahl, Kevin Williams

**Call to Order:** Penny Portner called the board meeting to order at 7:06 pm.

Portner addressed guests regarding **grievance update:** Board awaits decision of District 10.

## **Open Positions / candidates introduced.**

**Secretary candidates:** Derrick Johnson, Monica Hamling

Johnson explained his extensive hockey background and interest in the Secretary role. His application was distributed and read for board member review. Hamling explained her background with youth hockey, human resources experience, organizational and computer skills. Each candidate was asked about staying on the board through the next term. Both confirmed their interest in running in the spring.

**Volunteer Director Candidates:** Dave Johnson, Laurie Klepinger

Denny requests that Kim Kraabel be considered a candidate after resigning her position 12/3/09. Denny acknowledged the contributions of Kraabel and requests that she be reinstated. Nypan reminded the board of our bylaws for application eligibility (Section 5.4) which indicates a person who resigns cannot be eligible to hold a position on the board of Directors. Kraabel expressed her frustration with this decision and left the meeting.

*\*Adam Denny excused himself early and was not present for remainder of meeting.*

Johnson provided his interest in being a board member to help build a strong association. He shared his hockey experience and intentions. Klepinger described her youth hockey experience and professional experience as a volunteer coordinator. Both candidates indicated they would be interested in running for the board in the spring.

**Vice President Candidate:** Jason Hemp

## **Votes held, interim board members appointed:**

Secretary: Monica Hamling

Volunteer Director: Laurie Klepinger

Vice President: Jason Hemp

### **Treasurer's Report:**

Mike Clough presented the treasurer's report.

**A MOTION WAS MADE BY Portner TO ACCEPT THE TREASURER'S REPORT, SECONDED BY Nypan and Gunderson, AND PASSED UNANIMOUSLY.**

A copy of the treasurer's report can be obtained by written request submitted to the Treasurer or Board Secretary.

### **Gambling Manager's Report:**

Jill Hadtrath-Aadland presented the monthly gambling report.

November 2009 Gross Receipts were \$184,025 less prizes paid of \$154,134 leaving Net Receipts of \$28,891 before taxes & expenses. Checks written for the month totaled \$30,985.87 for which the board had previously approved up to \$63,330 Allowable Expenses & Lawful Purpose expenditures at the 10-18-09 Board Meetings.

Jill, via manager's report, also submitted Expenses for January 2010; Allowable expenses were projected to be no more than \$ 51,550 & Lawful Purpose Expenses requested were \$13,100.

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

\*\*\*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.

### **Discussion Items:**

#### **Moving Forward:**

- **Policies / Procedures: ACTION REQUESTED** - Portner has asked that all board members review the policies / procedures and match their relevance to the existing by-laws prior to the Annual meeting. It is most critical that each member review the policies as it pertains to their board position to ensure future compliance to all our written policies and procedures.
- **Andover Community Center Rep:** Tony Howard has agreed to continue to support the board in this capacity for this year because of his knowledge and awareness of the work.
- **Outdoor Rinks (new and existing):** no major updates, but board will need to determine how to handle ice conflicts. Coaches may not be allowed to cancel outdoor practice unless temperature is below 10 degrees. Otherwise, coach needs to coordinate warming house coverage for that time.
  - Anyone who works the warming house must have a background check
  - Tami Peterson will need to assist in determining policies for this

City of Andover will create a checklist on how to get into lights and equipment for those working the warming houses.

- **Job Description and Key Contacts:** Portner asks that all board members create a detailed description of their role which will enable better training of new board members in the future. **ACTION REQUESTED** by February meeting. This detail should include:
  - Primary points of contact
  - Timeline of work activities that they need to do for their role
  - Checklist of work to be done / what they are accountable for
  - Status of work to be done throughout the year
- **Web Master:** Laura Lazan has agreed to take over webmaster responsibilities for Portner to enable greater focus on the role of President.
- Andover/Coon Rapids Girls Hockey Day: December 27, 2009. Martenson requested up to \$300 and food permit for the event. **A MOTION TO APPROVE THIS EXPENSE WAS MADE BY Portner, SECONDED by Meissner and Mackey, AND PASSED UNANIMOUSLY.**

## **DIRECTOR'S REPORTS:**

### **Administration:**

**President:** *Penny Portner*

Tony Howard meeting with her to transition work and detailed tasks for President

**Treasurer:** *Mike Clough*

·Nothing to Report

**Secretary:** *Catrine Heil (Monica Hamling interim)*

·Nothing to Report

**Gambling Manager:** *Jill Hadtrath-Aadland*

·Nothing to Report

**Equipment Director:** *Jason Patton*

·Nothing to report

**Registration Director:** *Nyssa Nypan*

·Books Complete, now working on Jr. Gold.

**Volunteer Director:** *Laurie Klepinger (newly elected)*

·Nothing to report

**Fundraising Director:** *Penny Mackey*

·SKATE planning is going well, good participation from volunteers

**Mite Administration:** *Laura Lazan*

·Mites skate with High School. Will be traveling to Sauk Rapids and parents / kids excited about the event.

### **Operations:**

**Vice President:** *Penny Portner (Jason Hemp interim)*

·Nothing to Report

**Girls Director:** *Dale Martenson*

·Update on Girls Hockey Day. Planning going well, requested funds for food (see note above).

**Traveling Director:** *Ron Meissner*

·Nothing to report

**Tryout Director:** *Paul Mohs*

·Nothing to Report

**Tournament Director:** *Jason Eveland*

·First tournament went well.

**Player Development:** *Craig Gunderson*

·Nothing to Report

**Coach Development:** *Adam Denny*

·Not present to report

**Ice Director:** *Tami Peterson*

·Not present to report

**Mite/Jr. Huskies Operation Director:** *Aaron Gardner*

·Nothing to Report

**Mite Operations Director:** *Jason Hemp*

·Nothing to Report

**Final Discussion:** Ron Meissner requested an opportunity to respond to the policy violations raised against him and the disciplinary action taken by the board during a special board meeting on November 29, 2009.

Meissner expressed confusion about why he was given a suspension. He expressed concern that if he was not serving the suspension for the grievances brought against the board, then he assumes it was policy violations that led to his suspension. He indicated that he cannot accept suspension because he looked at the policies and didn't think he did anything wrong. Meissner provided explanation for his actions:

- With regard to coach interaction during tryouts: indicated he was written up for sitting down with the coaches, but feels that the grievance could have been prevented if other board members had told him it was wrong.

- With regard to the claim that Meissner went up to the area where evaluators were and talked to them while his player was still in the A pool. Meissner indicated that he didn't even know who the evaluators were. He did speak with the coaches, but sees this as part of his job since he hired them and the district said he could. While he acknowledges there is a rule about parents not going behind the yellow line, that is where the coaches were sitting and he needed to be able to talk with them.

- With regard to the concern that he was on the ice during A pool tryouts of his own player, Meissner suggested that he was just trying to help out and it should not have been a problem.

- With regard to concerns about coach selection: Meissner acknowledged that some coaches were selected prior to their own child being placed on the respective team. While the decisions were made working around the process, it was the right decision.

Discussed use of previous year's evaluations to influence coaching decisions. Meissner indicated that evaluations are important, but the process used includes the interviews and then other out of the box thinking to help guide a good decision.

As a result of the violations, Meissner served a two week suspension from all AHYHA activities and per AHYHA policy; a future violation will result in a 30-day suspension. Ron expressed concern about this and requested that his suspension be removed from his record in case something were to happen next year and result in the 30-day suspension. Following his explanation and at his request, **Portner MOTIONED, Hamling SECONDED** to remove the served suspension from Meissner's record. Board approved.

**Adjournment: MOTION TO ADJOURN WAS MADE BY Portner AND SECONDED BY Martenson AT 9:06 PM**

**NEXT MEETING 7:00 PM Sunday, January 17, 2010 at the Andover Community Center**