

Minutes WAYHA Board and Membership Meeting November 16, 2009

6:30 p.m. BKIA

Welcome and Member Introduction: Kate Manor, Rol Larson, Andy Robertson, Sandy Pilarski, Jennifer Vieth, Randy Galewski, Ryan King, Matt Speltz, Joe Whetstone, Steve Schoh, Mark Boberg, Deb Ruesgen, Chris Welle, Jeni Arnold

Visiting: Bill Rickoff

6:31 – 9:08 Committee Reports

Facility:

The period of the Ice Manager contract is being increased from 1 year to 3 years with annual performance reviews. The renewal timeframe of the contract will be changed after this year from Fall to Spring with the first renewal period being Spring 2010. Thus the annual contract will run April 1st to March 31st. There was much discussion amongst the board about tournament responsibilities and the role of the Tournament Director vs. the Rink Manager. This was clarified by the discussion and it was determined that the Rink Manager's role in tournament activities is as a contact person, fund manager, information provider and facility overseer. It was also concluded that these responsibilities were a part of the Manager's regular contractual duties.

During the discussion on tournament responsibilities there was general agreement that the Board should strike a special committee to review all WAYHA tournament procedures, policies, expenses and income to ensure that the way tournaments are being run makes sense. Part of this should be development of a Tournament Procedure Manual. More discussion will follow at a later meeting.

The Board requested that Kate add a clause to the contract to accommodate the possibility that the rink may be closed during the summer if we do not have a tenant. Kate requested that we get the contract finalized via e-mail so that it could be delivered to Jim before the next board meeting.

Board members mentioned that there are two stalls in the Women's washroom and one stall in the Men's washroom with broken locks. These need to be repaired and Kate will talk to Jim about getting this done.

There was discussion about why WAYHA is not participating in recycling at the BKIA. There are many opportunities for recycling including cans, bottles, cardboard and paper. The Facilities committee should review this and develop a proposal for board approval which includes: recyclable containers for disposal, pick-up by the County and a policy to promote sustainability at the BKIA.

Equipment:

Matt reported on equipment and there is not too much new. He suggested that we buy a jersey as a sample to take to potential sponsors. We do not want to go with an inexpensive jersey as they will be subjected too much wear and tear. If we buy blanks and then have them embroidered we will need to pay for lettering and/or silk screening. Will the company provide us with a sample to use for marketing? This needs to be explored and Matt will check with Chris Aurbach of Excel Images on this for costs.

Cones are \$5.35 for a 6" cones and we may not need them. Matt will investigate and just go ahead and buy good quality cones from Becker Arena products. Kate will be directing Jim to get a quote for two new locker stalls for the high school locker room. The Association will undertake these upgrades for the boy's high school locker room.

Joe noted that there is an issue with the keyboard for the scoreboard. This will be addressed by Kate and Jim and we will get what we need. Jim should also address putting new coat hooks up in all of the locker rooms.

There was discussion about providing an opportunity for Association members to donate and/or exchange used hockey equipment. It was concluded that the best approach for this would be to hold an end of season or start of season equipment swap and make it an Association event. This will be followed up by the Equipment Committee with a recommendation to the Board.

Gambling:

Last month the deposits were low and are getting lower every month. The sites are slow all around, it is not just us. The good thing is that we will not hit combined receipts tax until February at the earliest. Bill missed paying an invoice from Thornes Refrigeration and there is an over charge for late payment. End caps for the bleachers need to be paid before our supplier will deliver any other materials.

Bill received an email from Pam Grubbs regarding holding a prize raffle at the Squirt Tournament last year. There is interest in continuing with this again this year. The main concern about this is that teams are approaching permanent WAYHA sponsors and there are issues about going back to the same companies over and over again. The idea of a prize raffle is a good one and makes our tournaments more of an event. When searching for prize donations, we just need to make sure that we are not going to the same people all of the time.

Denise Hamernik brought up having a 50/50 raffle as a fund raiser. This is not allowed under our gambling regulations because it is a game of chance.

Bill also needs to talk to Brian about attending a gambling seminar. It is possible there may no longer be an audit necessary and we just signed a 3 year contract for auditing of the gambling account. Bill will talk to Brian about this and take appropriate action.

Action: Motion to approve the October gambling report by Sandy seconded by Bill, unanimously approved.

Action: Motion for pre-approval of November gambling expenses by Matt, second by Jen, unanimously approved.

Cost of Games:	\$3000 - \$7000
Payroll Taxes:	\$250 - \$1000
Rent:	\$3000 - \$7000
Mgr. Payroll and Auditor:	\$1000 - \$3000
GCB Fees:	\$100 - \$200
Accounting:	\$100 - \$200

Pre-Approval of Lawful Expenditures:

Excel Energy: \$ 4591.06

Becker Arena Products: \$ 3583.14

Action: Motion for pre-approval of Lawful Expenditures for October by Matt second by Joe, unanimously approved.

Program:

Jen reported that both Girl's teams won their games this past weekend in the WMHL. It was a pleasure to watch them win and there is one new skater for the U12.

Both Tim and Fran were absent from the meeting. Squirt and Bantam issues have been resolved and the Bantam C team is playing in the WMHL. They have 11 skaters and the Bantam B team has 13 players. Tim will provide a full program update at the next meeting.

Marketing

Rol provided an update on marketing. The committee is working on how to best market the LTS late registration. Backpack flyers are a direct way to market to these people and are probably most effective in getting the word out. Mark Winters has approved the HS Girls and Boys to go out to meet potential players by visiting schools. Other than that there is probably not too much else that we need to do. We should also have an internal e-mail blast to distribute within the Association. Free registration and equipment included should be strongly mentioned.

With regard to advertising boards at the BKIA, Rol is collecting all of the information that he needs to bill for 2009. This will be for 2009 only and not for 2008 as it is too late to go back and try to collect for past years. There will be a payment date and deadline for the signs to come down if payment is not received. There will be follow-up this year for payment by Rol or someone else from the marketing committee.

Ice Schedule:

The Association needs to book a limited amount of ice at St. Mary's for LTS and other teams in order to cover some ice time shortages as a result of high school games and tournaments. There should only be a limited need for extra ice this year as we have fewer teams on the ice at the BKIA; especially without a Junior Gold team. There are, however, only 3 LTS times throughout February and we need to provide more opportunity. This will be investigated by Jen and Sandy and more ice times will be provided.

If we want outdoor ice, then we will need to call the City council to request that it be flooded. They need calls to force this issue and we should put the heat on. Should we send a notice from our board to the City to force this issue? Kate will schedule a meeting with the City to discuss this and it will be done over lunch one day this week. Kate will report back at the next meeting.

Rol addressed tournament payment options. Our current fee structure is not meeting the team's needs. Perhaps we need a new policy that each team gets \$600 annually for tournaments as opposed to the Association paying for one away tournament entry fee. This should be the new policy and it will be presented for member approval at the 2010 Annual Meeting.

Action: Motion that the Squirt and PeeWee parents take care of working the Squirt C and PeeWee C tournament for \$450 each team as an away tournament by Randy, second by Deb. Two opposed. Motion passes.

Action: Motion to approve that a tournament fee of \$600.00 be applied as cash to each WAYHA team on an annual basis by Rol seconded by Randy. Motion passes unanimously.

Action: Motion to approve paying the Boys High School Team \$1700.00 for working last year's Squirt C tournament by Andy, second by Sandy, one opposed. Motion passes.

Peak Performance:

The Peak Performance contract for 2010 was discussed. Kate presented two proposals for Peak for next summer with a 3 year contract renewal getting Bob to \$125.00 over either a 2 year or 3 year period. We need to go back and negotiate this with Bob once we have decided what our direction will be. We need to designate a formal week for Winona participation in the Peak camp. There should definitely be a minimal cost for this so as to make sure that the kids show up and are serious. Kate will redraft the contract and include a minimum of 3 Winona scholarships per week for a nominal fee. We don't want a cap on this and it should be first come, first served.

Registration:

LTS late registration will happen on 12-11 from 8 – 12. Right now there are 40 LTS and we expected more to come. Everyone else is registered and there are 16 coaches and 128 skaters. Revenue is right on target with last year. Everyone is now registered with USA hockey. Mark will report back on LTS late registration at the next board meeting.

Financials: Report

Action: Motion by Matt to approve October financials, Steve seconded. One opposed.

9:08 – 9:15

Old Business:

No artificial noisemakers should be allowed in the BKIA. What is an artificial noisemaker? Facility will do this and have it posted at the rink.

Action: motion to approve the September and October minutes was made by Matt, seconded by, Deb unanimously approved

9:15 – 9:25

New Business:

The door was not opened this weekend for LTS at 8:00 am. This is not the first time this has happened. All of the LTS parents and skaters were waiting in the parking lot, This is an issue with management and needs to be dealt with by the Rink Manager. Sandy just needs to know who to contact if/when this happens again. We need to have a call list and designated people who can open the door. This has to be an employee and Jim needs to be responsible for this. This can't be allowed to happen again. Kate will address all of these issues with Jim.

Jen will investigate the possibility of CPR and AED instruction for coaches and other interested members who wished to be trained. She will report back at the next meeting.

Jen would like to clarify that, as tournament director, she is not responsible to be down at the Rink for all tournaments. This is true as it is the team's responsibility to staff the tournaments and the Rink Manager's responsibility to keep the arena properly staffed.

Jeni Arnold wanted to confirm that there are 8 teams in the Association. She will be asking for each person to sign up for four slots at High School game staffing.

9:25

Adjourn Motion by Matt and seconded by Deb.

Next meeting date: December 21st BKIA at 6:30 p.m.

Next Operations Team Meeting: November 30th, 2009 6:30 BKIA

Minutes Certified: _____ **Date** _____
Secretary, WAYH