

## Agenda WAYH Board and Membership Meeting December 21, 2009

### 6:30 PM BKIA

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

Visiting: Travis Volkman, Bill Rickoff, Brian Russell, CPA

### 6:30- 7:30 pm

- **Registration** – Final numbers – Mark
  - LTS Late Registration
  - Late Reg. 8 skaters registered total # of skaters is 158 for 09/10 season
  - Minnesota Hockey provided a report titled Minnesota Hockey: 12-Year History of Acquisition & Retention in the 4-8 Year Old Category – skater trends show retention of 32% for 4 year olds. 52.5% of all 5 yr olds returned as 6 yr olds, 67.8% of all 6 yr olds and 76.2% of all 7 yr olds. Figures were provided from other MN Associations and the report was shared at this meeting. It is available for further review by request. Sandy currently has it in her possession.

### **Auditing Statements of Financial reports – Brian Russell, CPA**

Two documents were presented by Brian Russell from Russell & Associates LLC. Our financial statements are correct and statements are in good shape. He addressed notes on pages 6, 7 and 14 in the document titled Lawful Gambling Fund of the Goodview Winona Area Youth Hockey Association, Inc. March 31, 2009.

#### Gambling

Pg 6 – outstanding raffle checks over 3 years old need to be turn over to State of MN, lease agreements documents need to be found, calendar raffle – missing tickets need to be found and placed in drawing pool

Gambling Law changes - we are still required to have an annual audit. Allowable expenses and Lawful expenses, How much money will you expend on Lawful Purpose expenditure for 2010, Lease agreements will be 1yr for gaming facilities

Changes in the 990 form for organization as a whole

adopt a conflict of interest form that will be signed by each board member.

Create a Whistle blower policy how to report fraudulent activity

Written document report retention

990 form should be reviewed for approval in Jan. 2010 meeting, form due Feb. 15, 2010

Individuals interested in viewing the document can go to IRS.gov

- **Referee-in-Chief** – Update – Travis  
Arbiter account is up and working \$8 per official/\$208 per yr Action – **Action** approved up to \$300 to cover cost

There are 26 active officiating referees. The board was asked to discuss whether we would want our position on having a person be at least 15 years old before becoming an official. There are difficulties in trying to schedule games that younger refs can officiate. The board chose to adopt the rule that a referee be at least 15 years old to begin officiating games.

The board chose to adopt the rule that requires an official referee a game at least 2 levels below his or her current level of play.

- **Facility** – Update and Action – Kate  
Ice Arena Manager Contract – **Is being worked out**  
Outdoor rink is flooded  
Outdoor ice is open to the public, if used for practices non-association members are allowed to skate. Half ice practices would insure.  
Jennifer will look at scheduling ice for practices  
Call/contact list information provided to Level Directors and team managers via email  
BKIA Staff changes due to terminated employee.  
Men's and Women's washrooms still have missing latches on stalls. Kate will ask Jim to address.

- **Equipment** – Update on equipment and jersey purchases.

Matt gave update on jersey purchase of approx \$65/jersey  
Cone costs are \$8.25/cone  
Still checking on visors, having hard time finding the universal I-tech ½ shield visor  
Mite jerseys – needed, ordered 13, to be in after Jan1 at cost of about \$25/jersey  
Need some smaller sizes in skates and looking to fill in the gaps in supplies for certain sizes  
Two sets of jerseys not in use this year, Rol recommended no new jersey purchases unless sponsorship came forward for 2009/2010 season

- **Program** – Update

Tim reported that there was a meeting in Nov with level directors. They had addressed girls need for separation of JV and U12, meaning no scrimmages with association teams and Junior Varsity or Varsity. H.S. players can be assisting coach, mentoring and skill development. There should be no high school scrimmage game against association teams.

LTS - doors not open for LTS issue was dealt with using contact list, better organization of practice, station coaching is taking place

Mtes – station work, organized, good feedback and communication

Squirts - moved some kids down to this level

PW – season going great

BantamC – placed well

BantamB – no report

Need for Goalies is at critical point. There is a tremendous need for goalie development. Parent concerns may be for cost of goalie equipment, could board financially support the effort for a player who needed it?

The association has Goalie equipment available through PeeWee level

There was discussion of Jim's use of time during work for coaching

**Action:** Motion to allow Jim to be on the ice for short segments of goalie coaching during his work schedule barring liability issues and create a goalie-coaching schedule when his time allows by Matt seconded by Randy. Motion passes unanimously.

Old business to be reviewed at January meeting and opened up for discussion:

- Skill development and fundamentals training,
- Goalie training camp for summer 2010

Lots of discussion on fundamentals, skill development, coaching, and marketing

**Action:** Kate to review work schedule with Jim regarding the following:  
Can rink be open on New Year's Eve, Christmas break?  
Rink open on Snow days in the past, can this be done again?

Girl's program update – Jennifer

U12 girls, U10 doing well. Both teams are placed well for this year. U12 girls are currently on top.

- Ice Rates, Tournaments and Schedule – Update
  - Peak Performance Contract Negotiation informed via email per Kate
  - Ice Schedule Update more open ice than should be
  - Tournaments only three teams for Squirts, the other levels filling up well or are full
  
- **Marketing** – Update – Rol
  - Tournament advertising we should get something in return for announcement
  - Sponsorship letters went out for dasher board
  - Plan for marketing issues to be addressed in spring instead of after the season starts
  - Co-op should be reviewed for Winona
  - Two people needed to approach the school dist. For discussion and open dialog regarding co-op re-establishment possibility. Tim stated that there are 160 co-ops in the state of MN.
  - The committee of Kate, Jennifer and Randy will approach athletic advisory board for discussion.
  - Joe W. will approach the City and local tourism board regarding WAYHA tournaments.

**8:30 – 9:00 pm**

- Gambling Report Update

**Approve Motion of Gambling Expenses:**

**Action:** Motion for pre-approval of December gambling expenses by Matt, second by Joe, 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
Combined Rec Tax	\$1000 - \$5000
Russell & Assoc.	\$3,900

**Pre-Approval of Lawful Expenditures:**

Excel Energy: \$ 5344.68  
Boomer's Plumbing \$ 6845.00

**Action:** Motion for pre-approval of Lawful Expenditures for December by Matt second by Steve, unanimously approved.

- Treasurer – November financials – **Action:** Motion by Matt, seconded by Jennifer, unanimously approved.

**9:00 – 9:15 pm**

Old Business:

- Approval of November Minutes – **Action:** Motion by Deb, seconded by Sandy, unanimously approved.
- Recycling on site not mentioned on Nov. meeting
- Posting of meeting minutes on web: Need this year's meeting minutes to be posted by secretary. Provide Minutes to Joe Whetstone.
- Calendar update and deadlines Kate doing review of calendar stubs
  - Suggestion for next year to have team manager receive calendar stubs and cash or checks

New Business:

- Concession calendar sales – Okay to do, schedule for next year 2010-2011
- Ladies bathroom, missing locks on 2 stalls
- Who orders for concessions? Jim, sometimes Kathy Larson
- Bill Rickoff's wall board was cracked, Rick Burns interested in that position
- Panel or banner space available, Marketing will address this.
- Back board for ice emergency, Jim to look into cost, Would Winona Health donate one?
- Action items to be moved to start of meeting to allow follow-up

**9:48 pm Adjourn** Motion by Matt and seconded by Deb

Next Meeting Date: January 18<sup>th</sup> BKIA at 6:30 p.m.

Next Operations Team Meeting: TBA

**Agenda Certified:** \_\_\_\_\_ **Date** \_\_\_\_\_  
**Secretary, WAYH**