

## Minutes WAYHA Board and Membership Meeting January 18, 2010

### 6:30 p.m. BKIA

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

Visiting: Fran McDevitt, Tony Kohner, Travis Volkman

### 6:31 – 7:45 Committee Reports

Kate introduced and welcomed Tony K and said that he is interested in becoming a board member and he gave us a rundown of who he is and what he would like to achieve as a board member. His focus is on making the program interesting and exciting at the younger levels and on player retention from LTS and Mite levels.

**Facility:** The outdoor rink is open and available and Association teams are using it for practices where necessary. There is only one net on the ice and there is another one that is being fixed up by the City. The WAYHA PeeWee team is having unstructured scrimmages on the outdoor rink. Squirt is using it minimally and is trying to use it more often. There is a need to move forward with the 2<sup>nd</sup> net for outdoors and nets need to be secured if they remain outside.

There is an outstanding issue with stall locks in the Women's bathroom. Apparently one or more of these locks has been broken for a considerable period of time and the stall doors do not close properly. Kate will meet with Jim on this and get them repaired. Kate and Jim will also discuss the closer on the interior door from the lobby area to the stands. Chris has reported that this closer is not working properly.

#### **Referee in Chief:**

Limited items to report. Referees are gearing up for tournaments and getting everything scheduled through Arbiter. This is working well. There was one complaint about referee training for one of the officials at the U10 Girls level. This has been addressed by Travis.

#### **Equipment:**

Matt purchased a full set of 13 jerseys for the Mite level. Mark picked these up at a cost of \$330.85 and Jim has the invoice. Half visors were found and purchased at Shoot and Save by Rol. We still need to have a used equipment turn in and it would be good to get as much as possible donated. Equipment and marketing will follow-up and set a date to host an equipment exchange, possible on the last day of the Jamboree. We could do this any time through ad-hoc donations but it would be better as an Association event. Pucks are disappearing from the practice bucket due to the outdoor rink and so the bucket will be taken into the compressor room or the coach's room for safe keeping at the end of each practice.

#### **Gambling:**

**Action:** Motion to approve the December gambling report by Matt and seconded by Steve, unanimously approved.

**Action:** Motion for pre-approval of January gambling expenses by Sandy, second by Matt, 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 Receipts Tax	\$1000 - \$5000

**Pre-Approval of Lawful Expenditures:**

Excel Energy: \$

**Action:** Deferred to next meeting

**Program:**

Tim reported on Minnesota Hockey redistricting with Winona moving to new District 9. This was to be voted on a MN Hockey yesterday; if not it will be pushed through at the April meeting. Dave Margenau from MN Hockey has vowed that this will pass this year. Onalaska has not approached the District yet for entry and Tim has recommended against it. Tim's recommendation is that we pay attention to the makeup of the new District board and try to get a position on this Board. It is important for WAYHA to have a voice in decisions that will be made in District 9.

Tim also reported on the Residency Rule that was changed from where you go to school to where you live. This has now been passed.

The biggest change coming for MN Hockey is the age rule which is currently July 01 for MN whereas it is Jan 01 for everywhere else in the Nation. MN is going to be moving their age cutoff to June 01 to accommodate kids at lower levels. This will affect 7 Winona kids with birthdays in June.

A new item was advanced for discussion regarding new skaters and the Learn to Skate program. Any first year skater, regardless of their age, should/must be put in to LTS for evaluation before being admitted to another level. If they evaluate up then they can be moved but if they don't that is where they will stay until they develop. This is particularly important for the Girls Program so that we can get girls ready to play at the competitive levels. This should be written as an Association policy for approval at the next General Meeting.

Discussion ensued about older kids being brought into the program and having them tested by coaches at their appropriate level. Kate stated that her vision of the new LTS rule is that it would be for younger age players who are first time skaters. These players need to start with LTS and go up, not start higher and move backwards.

**Action:** Motion made that all new skaters, regardless of their age, be evaluated by the Learn to Skate Program before being moved up and placed at their appropriate age level. Motion by Matt second by no second. Motion deferred pending further discussion at the next Program Committee meeting.

Steve Schoh then provided some information about running the Rob Stauber goalie clinics in Winona. Stauber needs to have a minimum of 16 to 18 goalies for a 4 day camp and would like to run it on either the front end or back end of the Peak season. The board thought it would be best to run on the backend (August) and do it in conjunction with whatever we run in terms of a Summer League. Potential cost is \$325 - \$350 per goalie. Will the Association donate the ice for this? Seems like a good proposal. Perhaps we can charge one rate for Winona goalies and one for goalies from outside

our Association. Steve to follow-up with Stauber and bring more information back to the next meeting.

## **Marketing**

The focus of the committee has been on LTS retention. This weekend there will be an effort to get the LTS players to stay for the Squirt game after their practice. The Committee is also working on a mid-season survey to get out to the LTS family to get some feedback from the participants. Hopefully, this will be well responded to. Whatever we can do to get feedback we will do. There is a good range of questions on this survey and we are hoping for lots of info. The big things we are trying to get at are items that we can still change this year to keep younger skaters coming back again next year. Every effort should be made to get responses.

Perhaps we should do some family skates and get kids on the ice for exposure. This could help pick up the numbers. Should we move to have 4 year olds on the ice? This should be revisited by the Board before the end of this season.

Things this year have been going well. There is parent involvement and there are lots of coaches on the ice and level plans from the head coach. Parents have stepped up and are getting involved. We need to do some more parent education. Fran has been out helping on the ice and coaches are participating. Overall LTS has been going great. Keep building on this and keep the interest up; the kids will come back.

The board then briefly discussed a "Skate with the Hawks" during High School games. The Mites are the ones who would like to do this. Fran has two dates that will work for this and it should be a good interest mechanism. Potentially we could offer free admission to the Mite families. This would have to be decided upon by the High School Athletic Director.

The Committee has sent an e-mail about our tournaments to Tourism Winona and we have written an article for this that should show up in February.

Sign billing went out in November. Approximately half have paid and there are only a couple of sign sponsors that do not want to continue. Wunderlich is one of those because we took our insurance business away from them. Kate has sent them something on this and we should push a little bit for them to continue. Chris W. will talk to Jack about his and see what can be done to retain his sponsorship.

Deb would like copies of those sign sponsors that have paid and those that will not be committing. Randy will talk to Hoffman Signs about getting new signs made; particularly the dasher board signs. He will get Hoffman to call Jim to discuss specifications. Becker Arena should also be called about dasher boards.

## **Ice Schedule/Tournament:**

All of the tournaments are filled. Squirt B will be round robin of 4 teams. Bag tags will be ordered for the PeeWee B - PeeWee C tournament only. All other tournaments will have participation medallions for each player. This includes: Girls U10 and Girls U12; Squirt C – Pee Wee C; and Squirt B - Squirt C.

**Action:** Motion to approve up to \$500.00 for tournament prizes. These include participation medals at the Squirt and Girls levels. This replaces the bag tags which are awarded at only the PeeWee B and PeeWee C tournament. Motion by Randy second by Steve, unanimously approved.

There was considerable discussion about conducting a full review of our tournament activities and policies. Rol suggested putting together a team to conduct this review and report back to the board.

Joe W. will head this up and establish a committee. Randy will assist with this. One of the goals of this review will be to assemble a Tournament Procedures Manual for future tournament directors.

### **Registration:**

There are a handful of people that still owe money. Invoices will be sent out for this by Mark. At the next meeting, Mark will provide a registration comparison from 2003 to 2009 for inclusion in the minutes.

MN Wild has started a team ticket sales action that will sell tickets for team groups. Family tickets are also available and you can get 4 tickets beside each other in the upper deck. The Wild have also implemented a Squirt PeeWee Bantam skills competition. This includes tickets and program sales plus ticket sales aimed at getting groups to come. Wild will be holding a skills competition with players January 24<sup>th</sup> that is open to the public and teams.

### **Financials Report:**

**Action:** Motion to approve January financials, by Matt, seconded by Andy, one abstention.

**7:45 – 9:00**

### **Old Business:**

Joe reported on follow-up with the City as far as advertising for Tournaments. There will be more to follow on this as he gets feedback from City reps.

**Action:** Approval of December minutes deferred until the minutes from November and December are revised... November and December minutes need to be revised and submitted for approval at the next board meeting.

There was considerable discussion about the timing of minute preparation and the content of the minutes. It was agreed that the Secretary would prepare and distribute the minutes from the previous meeting to the board in time to incorporate changes or missing items well before the next scheduled Board meeting. In addition, Board members committed to reviewing and sending changes and deficiencies to the Secretary prior to upcoming Board meetings so that the minutes could be finalized in advance and just approved at the meeting.

Previous meeting items for follow-up

1. Complete list of Board Committees – Kate
2. Comprehensive contingency plan for BKIA – Jim
3. Possibility of holding a Chicken-Q or other food fundraiser at BKIA – Randy
4. Establishing a building fund fee for each WAYHA member as part of registration – Program
5. Financials – separate business expenses from operational expenses – Deb
6. Revise the Parent Player handbook and have ready for next season – Program
7. Quote for two new locker stalls in the Boy's High School locker room – Jim
8. Payment for advertising signs – Marketing
9. No artificial noisemakers in the BKIA need a sign – Jim
10. Create a whistle blower policy for the Association – Kate
11. Create a policy for how to report on fraudulent activity – Kate
12. Create a written document/report retention policy – Kate
13. Create an Association Policy on privacy of member information – Kate, Tim
14. Develop a conflict of interest policy – Kate
15. Review 990 Form for approval before Feb. 15, 2010 – Bill
16. Report on progress regarding submission of 1099 form – Bill, Joe

17. Acquire a spinal backboard for on ice emergencies
18. Tournament advertising City and Tourism Board – Joe
19. Rink manager contract finalization – Kate
20. Second net for the outdoor rink – Facility
21. Washroom stall latches and closer for door into rink from lobby – Jim
22. General upkeep and cleanliness of the BKIA during busy times - Jim
23. Equipment swap/exchange following the Jamboree – Matt
24. New District 9 Board and WAYHA representation – Tim
25. First year skater policy development – Program
26. Report on goalie clinics for Summer 2010. Will WAYHA donate ice – Steve
27. Mid-season survey results from LTS – Marketing, Rol
28. Minimum age for WAYHA skaters – Program
29. Setting up family skate times before end of the year – Marketing
30. Discussion with Wunderlich about sign sponsorship – Chris
31. Discussion with Hoffman Signs and Becker about new rink board advertising – Randy
32. Construction of high school lockers and payment of contractor – Fran, Jim, Kate
33. Review of calendar fundraiser and whether it is worthwhile – Kate
34. Catalog of fundraiser ideas with two ideas from every board member – Kate
35. Re-implementation of Coach Coordinator position with stipend – Program
36. Follow-up with Tony Kohner on assuming a Board Position - Kate

#### **New Business:**

1. We need to address the issue of coaches without helmets. This needs to be addressed right away as this is a significant liability for our Association. All board members should take action on this issue if coaches are observed on the ice without helmets.
2. Summer League. Someone needs to take the lead on this and move it forward. It is on the agenda for the next Program Committee meeting and will be reported on at the next Board meeting.
3. **Action:** Motion for funding for the construction and installation of two new locker stalls for the Boy's High School locker room. This requires a \$2,269.00 down payment to the contractor, Burnz Construction. This motion will be deferred until Fran can report to Kate and the Board about the construction and the costs. Tim will also get Fran to talk to Rick Burns. There was much confusion about this item. In the November Board meeting, the Board approved Jim Martin to investigate this project and provide a quote back to the Board for approval. The excerpt from the November minutes follows: *"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"*. To date, no estimate has been submitted to the Board, however, approval was given to Burnz Construction to begin building the lockers, as well as other items including a locking cabinet and a stick rack. The circumstances surrounding this project need to be investigated and fully discussed by the Board at the next meeting prior to payment being approved. Kate will follow up with Jim, Fran and Burnz Construction.
4. Tim asked about the appropriateness of having printed information circulated with member names, addresses and birth dates on the paperwork. This needs to be addressed because this should not be public information. We need to ensure that these reports and documents only go to Association members with background checks. We need to research this with MN Hockey and develop an Association Policy around private information. Tim will follow-up on how this is handled by other Associations.
5. Calendars - Kate will report on these next meeting. We need to review the whole lottery and see what it really does for us as a fundraiser.

6. Joe brought up the form 1099 that needs to be submitted for Gambling and was told that Bill R. was following up on this. Bill will report on this at the next Board meeting.
7. Kate would like to catalog all fundraising ideas that we can go forward with. She would like one or two ideas from every person either by e-mail or at the next board meeting in February.
8. Sandy asked about the Coach Coordinator position and the follow-up from the current Coordinator. This needs to be reviewed and more effort needs to be spent investing in our coaches so that we have a quality program. We need to make this investment annually to provide quality programming. There was a long discussion about this and everyone agreed that we need to formalize a Coach Coordinator for next season.
9. Joe made another plea for lists of committee members and committee structures. Committee chairs were asked to get Committee member names to Joe in the next two weeks and he will get them on the website. Then we need to identify the list of Committees that we need help with and get this information out to our membership for volunteers.

**9:00**

**Adjourn** Motion by Matt and seconded by Sandy.

Next meeting date: February 22<sup>nd</sup> BKIA at 6:30 p.m.

Next Operations Team Meeting: Monday February 08 2009 6:00 BKIA

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