

WASHINGTON COUNTY YOUTH HOCKEY ASSOCIATION

2330 S. Main Street • West Bend, WI • (262) 335-0876

January 6, 2014

Monthly Board Meeting

Kettle Moraine Ice Center-Multi-Purpose Room

6:30 PM

Attending: Paul Luedtke, Dave Coughlin, Doug Pickett, Jeremy Grannan, Paula Beine, Tom Postulka, Eddie MacDonald, Ryan Lichtensteiger

Staff: Craig Petersen

Excused: Paul McAughey

Guests: Cassie Yamaguchi, Rachel Schemelin, Matt Schemelin, Chris Wenzel, Michelle McCormack, Amy Farrell, John Klabecek, John Schairer, Kathy Schairer, Tracy McCardle

MEETING NOTES

- I. **Doug Pickett called the meeting to order at 6:32 pm**
 - a. Doug Pickett established a quorum via the roll call

- II. **Dave Coughlin motioned and Eddie MacDonald seconded the approval of the January BOD Meeting Agenda. Motion Carried unanimously.**

- III. **Dave Coughlin motioned and Paula Beine seconded the approval of the November BOD Meeting Minutes. Motion Carried unanimously.**

- IV. **Committee Reports**
 - A. **Financials – Paula Beine**
 - i. The books for December are not yet closed; the following data is preliminary and includes estimates.
 1. Checking = \$26,000
 2. Savings = \$51,000
 - ii. \$25,000 was received in December from the Prescott Family Foundation. This is the final installment of their \$100,000 donation.
 - iii. Accounts Payable = \$1300
 - iv. Line of Credit is at zero.
 - v. 2nd mortgage = \$36,445
 - vi. 1st mortgage = \$806,344
 - vii. Chiller is paid off
 - viii. We are nine months into the fiscal year, and we are doing very well.
 1. We have numerous variations from budget in our revenue areas. However, total revenues to date exceed budget to date by approx. \$15,000. This is due in large part to unbudgeted donations and grants that we received and the additional building pledge and registration fees due to the greater-than-budgeted number of member families. Our major shortages are in the areas of our fundraising events and advertising income.
 2. On the expense side, we have a net positive effect on our budget to date of approx. \$27,000. We have substantial positive variances in concessions, cleaning, compressor maintenance, building expansion,

insurance, and legal. Some maintenance expenses are expected to be incurred later than initially scheduled in the budget.

3. It is good to have cash in the bank to cover February through April which are projected negative cash flow months totaling approx. \$30,000.
- ix. The PeeWee B tournament in December netted \$2523 vs. budget of \$2800.
 1. Total budget of \$6100 for PeeWee A & B tourneys
 2. Unbudgeted PeeWee C and Bantam tourneys upcoming to offset shortfalls
- x. The Ladies Night to Chill brought in \$1005.50 with expenses of \$204.09, for a net profit of 801.41.
- xi. BMI Contract is terminated
- xii. Still have a handful of members with outstanding balances
- xiii. AIG check for claim settlement mailed to physical KMIC address and was returned
 1. Should be in WCYHA hands by week of 1/13
- xiv. Refinancing with BMO not yet complete
 1. Paula waiting on finalizing docs
 - a. Paula has issues with terminology in docs and interest calculations
 - b. Working with Joel to finalize

B. Fund Raising – Sherry Reiter

- i. Cancelled Pancake Breakfast due to weather (Budgeted \$2500 for event)
 1. There is an offer to reschedule
 2. Working on dates that might work
 3. Will be removing it from the website
 4. Thank you to Sarah Vogel for working bake sale that raised \$221
- ii. Fundraising Dinner at Little Swiss
 1. Working on dates
 2. 15%-20% of sales contribution
- iii. Fundraising Dinner at Poplar Inn
 1. Working on dates
- iv. Beer & Wine Tasting
 1. Not much initial interest from email sent to WCYHA members for committee help. Need volunteers
 2. Looking at combining with KMFSC

C. KMIC General Manager – Craig Petersen

- i. Hosting a Blood Drive 3-7pm on Jan 13th
- ii. Kiwanis Presentation on Dec 3 went well. Exposure for the facility.
- iii. Thanks to Barb and Laura K for setting up and decorating Trees.
- iv. Members skate Last month- about 80 people.
- v. DJ Skate Jan 3 - 150 people. Next one March 3rd
- vi. Thanks to Regan McCormack for donating a case of reusable ice packs.
- vii. Also thank to Regan for purchasing multiple ads for the intro to hockey program.
 1. Craig to get ads value to Paula
- viii. Thanks to the Butlers for donating a drop box. John is working on mounting.
- ix. Minor refrigeration leak located. Need to replace a gasket
 1. Will get bill for repair
- x. No Roof leaks
- xi. JV Holiday Tourney went well. Many open DIBS
 1. Unbudgeted revenue
 2. Dec bill was above budget
- xii. Holiday public skate went well - Dec 28/29 were are biggest crowds

- xiii. Thanks to Kerri Ast for helping me with press releases
- xiv. We have had a couple injuries during public skate - please fill out incident reports
- xv. Thank you to Shawn Beschta for installing bathroom mirrors and working on mounting trophy cases
- xvi. Pro Ambitions camp dates set – week of Aug 18
- xvii. Gary from Sani Sport sanitized locker rooms
- xviii. Yoga Work Shop - 2 days in Dec
 - 1. Made \$16
 - 2. Bad turnouts
 - 3. Will not pursue
- xix. No stick and ball signs up around rink
- xx. Storage room doors open to prevent freezing in sprinkler lines
- xxi. Bombers have won 6 in row and ranked number 1
- xxii. Do Not Enter sign needs to be replaced once ground thaws
 - 1. Knocked over by plow
 - 2. Will place wood sign for time being
- xxiii. Intro To Hockey
 - 1. Session 1 – 7 attendees
 - 2. Session 2 – 14 or 15 attendees
- xxiv. No word from Tim Holtz on flooring
- xxv. Steve Sarauer still working on Girls Locker Room
- xxvi. Almost done with brine pump connections
- xxvii. Reminder to renters to lock upper doors

D. Coaching Director – Eddie MacDonald

- i. Goalie Clinic session 2
 - 1. 1/13 start
 - 2. 7 sessions
 - 3. \$70 cost
- ii. 5 potential number one seeds at playdowns
- iii. Good feedback on ADM travel jerseys
 - 1. Thank You to all ADM sponsors

E. Tournament Director – Jeremy Grannan

- i. Squirt C Tournament
 - 1. \$1451 from raffle
 - 2. \$270 from skills session
 - 3. Waiting T-Shirt and Picture contributions
 - 4. EMT's were called for an in game injury
 - 1. Incident forms were filled out accordingly
- ii. Bantam Playdowns at KMIC Feb 1 & 2
 - 1. 5 games on each day
 - 2. Potentially assigning teams a game each
 - 3. Have multiple teams that will not be playing on Saturday of respective Playdowns
- iii. Compliments across the board on how Squirt C Tournament was run

F. ZAM Coordinator – Ryan Lichtensteiger

- i. ZAM running well
- ii. Need more consistency on renter slot coverage
- iii. 2 more drivers close to approval

G. Volunteer Coordinator – Paul Luedtke

- i. Work week lists getting completed
 - 1. Helping to have Monday work week emails sent to managers

V. Old Business

A. Safesport Coordinator – still need assignment

- a. **Dave Coughlin motioned and Jeremy Grannan seconded the appointment of Rachel Schemelin as SafeSport Coordinator for WCYHA. Motion Carried unanimously**
- b. Rachel will serve in position 1/6/13 through April election date. At that time she will be placed on the ballot for election in accordance with WCYHA By-laws

VI. New Business

A. Beer sales out of concessions

- a. Tom Postulka presented business plan to sell cans of beer out of the concession stand
 - i. Tom's document is available upon request
- b. Open member board discussion on presentation
 - i. Where does liability lie between Association and Server?
 - ii. No sales will be made without licensed server
 - iii. No sales during WIAA or Bombers games
 - iv. Issues with carry ins?
 1. Golf course modeling
 - v. Need to be specific with location of sales
 - vi. Selling of beers to men's leagues
 1. Ozaukee model – selling tubs
 2. Follow up with Ozaukee on sales to men's leagues
 - vii. Does server's responsibility end at transaction?
 - viii. Sale per transaction limit?
 - ix. Who is going to pick up tab for licensing?
 1. The individual will be responsible
 - x. How many servers?
 1. As many as possible
 - xi. We card everyone policy
 - xii. Have policies and trainings in place and agreements with servers
 - xiii. Timing, policies and other issues to be finalized once license is approved
 - xiv. Need to look at temporary license for Bombers game and affect WCYHA license will have on that.
- c. **Tom Postulka motioned and Paula Beine seconded to approve \$43 expense to submit paperwork for liquor license for WCYHA to sell canned beer in KMIC. Motion carried unanimously**

VII. Open Member Forum

- a. Thank you to Jeremy Grannan for all work and effort running Squirt C tournament
 - i. Tons of positive comments from teams participating
 - ii. Positive comments from Madison families during PeeWee A games on rink and tourneys
- b. 2014-15 budgeting process
 - i. Hire an admin assistance for max of 20 hours per week
 1. Should be someone without skater in WCYHA
 - ii. Paula looked into potential work study program with MATC
 1. Need constant supervision
 - iii. Need someone with some consistency for longer period

VIII. Meeting was adjourned at 7:39 pm

Meeting notes submitted by Dave Coughlin, Secretary