



**ACYHA Board of Directors
Meeting Minutes
October 2011**

Meeting Type: Monthly Meeting
Date: October 10, 2011
Time: 6:30 pm
Location: New Hope Ice Arena - Meeting Room #1

Attendees:	P	Eric Berns	P	Dale Bjerke	P	Alicia Brown	P	Brad Caron
	P	Kevin Conway	A	Mike Goergen	P	Tawnia Johnson	P	Josh Levoir
	P	Len Lopez	P	Dave McDonough	A	Derek Olson	P	Dave Parenteau
	A	Beth Preissing	A	Derrick Raymond	P	Cristy Siede	P	Greg Symicek
	P	Anne Winter						

Add'l Reps:		Kirk Anderson	P	Jon Campion	P	Tracee de Neui		Eric Marsh
		John Odell		Jon Piazza				

Guests: Kevin Byrnes Jill Byrnes Marty Daughenbaugh

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| Topics: | Presenter(s): |
|----------------|----------------------|
- 1) Call to Order
Meeting called to order by Kevin Conway at 6:37 pm.
 - 2) Roll call
Attendance taken; results indicated above. Cristy Siede
 - 3) Approval of Meeting Minutes/Report Cristy Siede
 - a) September 13, 2011 Special Meeting
Moved by Kevin Conway and seconded to approve minutes as presented. Kevin Conway requested that the Special Meeting agenda be corrected to indicate changing the annual meeting from May to April, not April to May, as reflected on the agenda. Motion carried unanimously.
 - b) September 13, 2011 Regular meeting
Moved by Dave Parenteau and seconded to approve meeting minutes as presented. Motion carried unanimously.
 - 4) Reports/Updates Tracee deNeui
 - a) Charitable Gambling Manager
 - i) Update ACYHA pancake breakfast at Broadway Pizza
 - Turned introduction over to Deb Jacobsen and Matt Deterding to meet with Chris Rude.
 - ii) Status/report on MN Gambling board re: Broadway Pizza security assistance
 - Owner has not mentioned it again; subject closed.
 - iii) Update on meeting with Len Lopez and Chris Rude of Broadway pizza
 - Kevin Conway and Kevin Byrnes will meet with Len Lopez and Chris Rude.
 - iv) Monthly approvals:
 - Approval of monthly report to the board
 - (a) Checkbook balance \$ 38,469.54 as of September 30, 2011
 - (b) Profit for September 2011 = \$8,544
 - (c) Revenue for September 2011 = \$45,000
 - Approval of expenses for November 2011 in the amount of \$35,575
 - Approval to pay September 2011 taxes to the City of Maple Grove in the amount of \$168.45.

- Approval for payment to City of New Hope in amount of \$10,000 for ice time.
- Approval to pay SFM for Workmen's Comp in the amount of \$1,852. (est. total for year will be \$3,703.)
- Approval to pay ACM Membership Dues in the amount of \$250.
- Approval to pay City of New Hope \$10,000 for ice time
- Annual audit with Jere Bartz is October 12.
- Charitable Gambling Committee meeting needed to discuss future of pull tabs at one of the current locations.

Moved by Dave McDonough and seconded to approve the charitable gambling report as presented. Discussion regarding trends; Dave Parenteau suggested it might be helpful to see trending revenue. Discussion regarding Workman's Comp rate being increased; believe it is inflation; Dave McDonough suggested Tracee ensure when comparing rates to use the low risk end of the spectrum due to the nature of the work. Tawnia shared how calculation is made; number is provided by the State of MN; Motion carried unanimously.

b) Youth Director

Kevin Conway

i) City of New Hope Meeting update

- Monthly meetings with the City continue to take place regarding rink renovations; purpose to have open communication.
- Discussed timing of renovation projects.
- Parking an issue for another 30 days; notify teams of this delay (CS to post on website)
- Today, October 11, is the due date for the grant application. City of New Hope appreciated letters of support from ACYHA, 186 in total. City of Plymouth is also applying for grants for similar projects.
- City was pleased with how well the pizza event went as well as the help provided by ACYHA with the orchestration and execution.
- Discussion regarding Armstrong High School Boys' hockey program request to make NHIA their permanent home ice. Meeting took place between the City and Armstrong High School. No decision has been finalized and this requires the termination of the existing agreement with the City of Plymouth. ACYHA is supportive of the move, however it will affect ACYHA by pushing youth ice times later by approximately two hours. ACYHA may need to develop a relationship with another rink; working with Breck and VMIA. Discussion regarding high school skating at later hours; story to membership is that we are glad to have high school back. All of these concerns were shared with the City. Discussed the history of the high school home ice situation.
- Jim Corbett asked if board members are at the rink later in the evening, please drive around the rink and call the police if you see anyone defacing the building.

ii) Prayer breakfast with Mayor

- Mayor Hemken has invited ACYHA skaters to be her guests and sit with her at the 20th Annual Mayor's Prayer Breakfast being held on Friday, October 28, 2011.
- Schedule: 7:00 – 7:30 am Breakfast; 7:30 – 8:30 am Program; at New Hope Community Gym at Cooper High School
- Cost \$10 per person; Tables of 8
- Kathryn Siede, Sam Parenteau, and Erin Conway will attend.
- Cristy Siede to send info to membership and work with City on RSVPs.

iii) Presentation and approval of Marketing & Membership Coordinator

- Kevin Conway shared that Mike Baker submitted his resignation effective as of the September 13 board meeting. Kevin and Jill Byrnes were approached about filling the

vacated board seat. Jill is the creative director in the marketing department for a national home furnishing retailer. Kevin brings enthusiasm, drive, willingness, and support of association. They understand the timing of the arena renovation increases the priority of marketing and membership.

- Moved by Brad Caron and seconded to approve Kevin Byrnes as Marketing and Membership Coordinator. Motion carried unanimously.
- Discussion about recruiting and retention.

c) Assistant Youth Director Dave Parenteau

i) Mite Registration Night appreciation

- Dave expressed appreciation to Beth Preissing, Carla Schoenberg, Tawnia Johnson, Jon Hill, and Dave Essen for the help with a successful Mite registration night.

d) Treasurer Eric Berns

i) Audit services

- Eric shared that he met with LarsonAllen (LA), the company that prepares ACYHA taxes, and approached them about auditing treasurer activity. LA offers audit services at an hourly rate of \$60; provide services to other hockey associations. LA can perform audits on a monthly or quarterly basis; anticipate initial time of approx. 2 hours per month. Discussion regarding engagement of LA for auditing will make tax prep far more mainstream. Discussion regarding services. Kevin requested Eric bring a proposal to the next board meeting to evaluate cost. Brad Caron suggested Eric request a package that would benefit our year-end certification and potentially reduce the cost of that. Eric will present the proposal from LA and an electronic vote will be taken. Discussion regarding inclusion of Concessions with regard to ACYHA taxes.
- Discussion regarding providing a report to the board indicating line item transactions each month.

ii) 2011-12 Scholarship dollars

- \$7,600 has been allocated to scholarships this season; budget is \$7,000.
- Suggested ACYHA improve the scholarship approval process. Recommendation by Kevin Conway to search other association websites for information; Eden Prairie Youth Hockey Association has a good model.

e) Girls' Traveling Coordinator Anne Winter

i) Report

- U12 tryouts completed Thursday. Two small teams will result in shared ice; 90 minute sessions with overlapping 30 minute sections.
- U10s at 30 skaters and 1 goalie; two teams.
- Hopkins had contacted Anne to place 5 skaters with AC at the U10 level; AC declined.
- Placing teams into tournaments; U12 team playing in Hopkins tournament.
- Discussion regarding U10 coordinator.

ii) Payment for 2010-11 U12 season

- Eric Berns and Hopkins treasurer met to settle out \$3000; AC accepted \$1700 for head coach stipend, ref fees, tournaments, and administration; Hopkins paid 39% at A level; 50% at B-level.
- Derek Olson and Eric Berns will create an invoice for Hopkins regarding ice schedule.
- Discussion regarding expectation of 61%, 39%.

f) Boys' Traveling Coordinator Brad Caron

- Squirts in camp.
- Peewee and Bantams tryouts complete.

- g) Hockey Development Committee Jon Campion
- i) Tryout appreciation
 - Thanks to Tawnia Johnson for providing beverages to evaluators.
 - ii) Grievance process relative to tryouts
 - Kevin Conway requested his desire for HDC to share with parents appropriate tryout grievance process to follow if they have issue with tryout results.
 - Discussion regarding coach grievance process. Coaching issues should be directed to Greg Symicek.
 - iii) Tryout recap – feedback from all parties involved (evaluators, coaches, travel, and level coordinators)
 - Discussed at HDC; Jon has requested recaps from those adults participating in tryouts.
- h) ACE and Coaches Coordinator Greg Symicek
- i) B and C level coaches approved
 - Greg distributed the list of coaches for Bantams, PeeWees, and U12s, including head and assistant coach names for approval at the B and C levels. (Attached as page 7)
 - Discussion regarding assistant coaches. Bantam B2 staff is a fluid situation.
 - Brad Caron moved and seconded to approve head coaches and assistant coaches as presented. Discussion; Kendra Verbeten’s primary focus will be the U12A team. Motion carried unanimously.
- i) Registrar Beth Preissing
- Absent; no report.
- j) Equipment Manager
- Dave shared that All Star did a great job by meeting deadline having tryout jerseys done for Bantams, PeeWees, U12s. Squirt U10 jerseys will be ready for Oct. 27 tryout start.
 - Slight difference in the jersey sizes; ordering jerseys
 - Game jerseys and socks being distributed. Issue with sock order (custom socks); working to correct it.
 - First aid kits are available; Cristy offered to distribute them at the Manager training.
 - HDC offered great appreciation for tryout jerseys vs. pinnies.
 - Discussion regarding return of tryout and camp jerseys.
- k) Mite Coordinator Derrick Raymond
- Mite program on schedule. Finalizing number at U8 this week; working with Len on this project. Mini-mites start on Saturday, 50+; some skaters will remain at this level; some will move to Mites.
 - Some parents expressed registration was confusing. Plan to fix after Jamboree.
 - Some parents have kids skating at wrong level; Derrick is handling the situation.
 - Discussion regarding Mite 2 girls playing U8; girls who registered for U8; discussion regarding clean up U8/Mite registrations. Need to ensure families are paying the registration fee for the appropriate level. Len Lopez asked Anne Winter to share name with him. 20 Mite 2s and Mite 3s will be skating U8. Anne suggested she and the Mite Coordinator meet to discuss the registration process as it applies to U8s.
- l) Concessions Manager Tawnia Johnson
- i) Concession financial report
 - Tawnia presented financial report (Attached)
 - ii) Concession menu update
 - Pizza signage down when pizza is not being sold
 - Smoothies are doing well; in 10 days they have sold 94 of them.
 - iii) Concession menu pricing update

- No report
- iv) Girls Holiday Tournament
 - Rob Roy asked if they could provide volunteers for the tournament so they could get a portion of the proceeds for high school girls' booster club. Board recommendation is to decline their request. We appreciate him reaching out to us.
 - Discussion regarding high school boys' booster club using grill. In past, AC concessions did the majority of the work and booster club took 60% of the profit. Discussion as to whether we allow boys' booster club to sell hockey tacos. They would need to contact Jim Corbett.
- m) Parent Volunteer Coordinator Alicia Brown
 - i) Status of Mite parent volunteer 'how-to' language for website
 - October all concession slots filled.
 - New Mites have been emailing with questions about committees to join.
 - n) D3 Representative Josh Levoir
 - Try Hockey for Free Day – status for 11/5/11 day; Josh, Len, and Derek; Josh has the jerseys; will have cards to drop in Halloween bags. Josh will work with Alicia on volunteers; Anne suggested Josh talk with Matt Deterding about potential needs.
 - D3 is again recommending baseline testing of players in event of concussion. Josh has info presented by D3.
 - Coaches have link; by law educate the coaches; will share with coaches at their meeting.
 - Cristy asked Josh to share concussion baseline information to be shared with managers at manager training.
 - Discussion regarding having skaters present a medical clearance before returning to the ice.
 - o) Tournament Director Dale Bjerke
 - New Hope Invitational scheduled for February 2012. 8 PeeWee teams; 7 Bantam teams (one less team than 2011); 6 U12A teams. All AC teams are signed up.
 - Squirt C scheduled for Dec. 15 – 16. 12 teams signed up; Derek, Jim, and Dale have schedule to accommodate all 12 teams; Dale to provide schedule to Alicia. Dale will evaluate volunteer roles for efficient use of volunteers.
 - U10A Tournament scheduled for January 2012; AC and Coon Rapids only registrants; CR may not have a U10A team. There are only 6 U10A tourneys in January. Working to contact associations who may be interested. Discussion regarding possibility of cancelling; Anne will need to find another tournament for U10A team.
 - Receiving requests from other associations for AC participation in tournaments.
 - p) Fundraising Chair Len Lopez
 - Wreath fundraiser going well; Dave Jensen running fundraiser.
 - After October 16th, new skaters won't receive wreath fundraiser packets.
 - Len Lopez will communicate to Beth that those registering after Oct. 16, are not required to submit the deposit check.
 - Provided update on Broadway Pizza and dasher boards
 - MN Wild Program sales; raised \$750 last year; Tracee deNeui is coordinating.
 - Len to get prizes for fundraiser
 - Update on Chipotle fundraising night
 - Meet with Ross Carlson regarding Zamboni advertising
 - q) Ice Coordinator/Website Administrator Derek Olson
 - Absent, no report.
 - r) Secretary Cristy Siede

- i) Manager Training Session update
 - Training session scheduled for Saturday, October 15 from 8:30 – 10:30 am in Meeting Room 1. Meeting will cover Bantams, U12s, and PeeWees. U10/Squirt meeting to be scheduled in November after team selections.
- s) At-Large Member Mike Goergen
 - Absent, no report.
- 5) New Business
 - a) Apparel coordination discussion Kevin Conway
Discussion regarding U10 apparel miscommunication. Clarification provided; anyone wanting to order apparel through girls' program, can still work with Anne Winter. Kris Harnett used Beth Preissing's numbers and fine-tuned them with the vendors. Discussion regarding how the situation was handled. Kevin shared that board members should communicate directly with individuals rather than using 'reply all'.
- 6) Open Floor Discussion Membership
 - Kevin Byrnes asked about ATM in the rink. Discussion regarding historical issues. Kevin B. will talk with Jim Corbett; ACYHA would likely see a profit from increased cash flow.
 - Discussion regarding having a non-voting board member serve as apparel coordinator; individual would present apparel options and handle completely at the end of the season; website up; discussion goal is to have a consistent look.
- 7) Adjourn
Dave Parenteau moved to adjourn; seconded. Motion passed unanimously. Meeting adjourned at 9:10 pm.

Respectfully submitted,
Cristy Siede, ACYHA Secretary

Action Items:

- 1. Follow up on LarsonAllen treasurer audit proposal
- 2. Research scholarship processes
- 3. Discuss arena ATM with Jim Corbett
- 4.
- 5.

Person

Responsible:

- Eric Berns
- Eric Berns
- Kevin Byrnes

Deadline:

- 11/14
- TBD
- TBD

Future Meetings:

- November 14
- December 12
- January 9
- February 13

ACYHA Assistant Coach Roster for Bantams, PeeWees and U12s

Bantam A – Ric Relopez

Bill Rooney
Steven Perry
Brent Relopez

Bantam B2 - Dennis Steen

Kendra Verbeten
Clark Robideaux
Alex Picha
Evan Berns

Bantam C – Kelly Kirby

Dave Norlin
Jason(Ablid) Doherty
Bob Marsall
Stu Shapiro

PeeWee A – Derek Olson

Edd Kirchoff
Brooks McCloud
Tom Jordan
Scott Breitenfeldt
Kevin Gray

PeeWee B1 – John Evans

Peter Hayek

PeeWee B2 – Eric Marsh

Steve Gellner
Dave Jensen
Shawn Harding
Troy Schoenberg

PeeWee C – Mike Soper and Jon Piazza

Bob Harnett
Kelly Kirby
Todd Myers

U12A – Kendra Verbeten

Mark Hanson
Mark Schneider

U12B – Greg Symicek

Mike Adams
Aaron Seehusen
Jennifer VanCura
Angela VanCura
Tim Lewis

Coaches for approval:

Bantam C	Kelly Kirby
PeeWee B1	John Evans
PeeWee B2	Eric Marsh
PeeWee C	Mike Soper and Jon Piazza
U12B	Greg Symicek