



**ACYHA Board of Directors  
Meeting Minutes  
July 2012**

**Meeting Type:** Monthly Meeting  
**Date:** July 9, 2012  
**Time:** 6:30 pm  
**Location:** New Hope Ice Arena - Meeting Room #1

<b>Attendees:</b>	P	Kirk Anderson	P	Eric Berns	E	Dale Bjerke	P	Jill Byrnes
	P	Kevin Conway	P	<i>John Evans</i>	P	Crissy Ginther	P	Gage Hanson
	E	Jon Hill	P	Tawnia Johnson	P	Josh LeVoir	P	Len Lopez
	E	Derek Olson	E	Dave Parenteau	P	Derrick Raymond	P	Cristy Siede
	P	Bob Sticha	P	<i>Kendra Verbeten</i>	P	Anne Winter		

<b>Add 'l Reps:</b>	P	Jon Campion	P	Tracee deNeui				
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**Key:**           A   Absent                   E   Excused                   P   Present

**Guests:**           Kathy Sandhofer

**Topics:**

**Presenter(s):**

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| <p>1) Call to Order<br/>Meeting called to order by Kevin Conway at 6:30 pm.</p> <p>2) Roll call<br/>Attendance taken; results indicated above.</p> <p>3) Approval of Meeting Minutes<br/>a) June 11, 2012 meeting<br/>i) Cristy Siede presented the minutes from the June 11, 2012 meeting for approval. Moved by Kevin Conway and seconded to approve the minutes as presented. Motion carried unanimously.</p> <p>4) Reports/Updates<br/>a) ACE Coordinators<br/>i) Motion by Kevin Conway to move ACE Coordinators first on the report agenda. Seconded and carried.<br/>ii) ACYHA Coach Review and Selection Committee (ACRSC) Charter and Policy<br/>(1) Kendra Verbeten presented the charter and policy to the board. This is a standing sub-committee to the Board with the purpose of “thoroughly assessing head and assistant coach candidates and, based on its findings, recommending coaching candidates for approval to the ACYHA Board”.<br/>(2) Changes to the charter and policy include:<br/>(a) Committee membership<br/>(i) Consists of the seven members: three (3) ACE Coordinators, one (1) Player Development Director, and three (3) individuals with significant coaching experience.<br/>(b) Voting policy<br/>(i) Committee members are to recuse themselves from voting in the event of a direct conflict; four (4) of the remaining six (6) votes must carry the vote for it to pass.</p> | <p>Kevin Conway</p> <p>Cristy Siede</p> <p>Cristy Siede</p> <p>Evans/Hill/Verbeten</p> |
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- (3) Derrick Raymond moved to approve the 2012 ACRSC Charter and Policy as presented. Motion seconded and approved.
- (4) ACSRC Membership
  - (a) John Evans presented the following individuals for membership in the ACRSC:
    - (i) Eric Johnson; Armstrong grad, Minnetonka Girls' HS Varsity head coach
    - (ii) Ken Pauly; Benilde St. Margaret's HS Boys' Varsity head coach
    - (iii) Amber Hegland; AC Girls' HS Assistant coach
  - (b) Derrick Raymond moved to approve the additional ACRSC members as indicated above. Motion seconded and carried unanimously.
- iii) Approval of 2012-13 Coaches Hill/Evans/Verbeten
  - (1) Motion by John Evans, on behalf of the ACRSC, to approve the following coaches for Board approval for the 2012-13 season:
 

Ric Relopez	Bantam A
Charley McChesney	PeeWee A
Kendra Verbeten	U12A

Discussion regarding coaches for other levels; heavy recruiting is taking place for those coaches and the names will be presented for approval when they become available. Motion carried unanimously.
- b) Cooper Boys' HS Hockey Booster Club Kathy Sandhofer
  - i) Kevin welcomed Kathy. Kathy shared her position on the Booster Club Board and asked the ACYHA Board to consider to making a donation to the CHS boys' hockey program. Kathy shared that a majority of boys came through ACYHA program; some high school skaters volunteer with youth programs, e.g, coaching, Night with the Hawks. Kevin asked what amount the Boosters are looking for and how the funds would be designated; Kathy shared \$100 to \$200 intended to be used for Silver Bay Tournament bus expense or October ice. Len suggested we donate the same amount to AHS that we donate to CHS. Important to keep high school players involved in the youth program. Derrick Raymond shared some background on CHS involvement in the youth program. Kathy is happy to learn the decision later, giving the board a chance to discuss. Kevin shared that one of us will close the loop with Kathy after a decision is made. Kathy asked that ACYHA contact her should the association want members of the boys' team to help with ACYHA things. John Evans thanked Kathy for coming to bridge the programs together.
- c) Hockey Development Committee (HDC) Jon Campion
  - i) Charter update
 

Jon Campion presented the final revised Player Development Committee Charter to the board, and reviewed substantive changes which include:

    - (a) Changing name from HDC to PDC
    - (b) Meetings held monthly; in August meet 2x month.
    - (c) Committee membership change
      - (i) reduced number of positions
      - (ii) Kevin Conway requested that language regarding membership be changed from Mite Coordinator to Mite Liaison as delegated by Mite Coordinator (Jon Campion to add to Charter)
      - (iii) Committee consultants; defined as discretionary and will be selected by PDC and may include the travel coordinators

Kevin Conway moved to approve PDC Charter. Motion seconded with discussion; Board requested PDC share names of consultants named to PDC and confirmed PDC minutes being taken by and kept with the chair. Motion carried unanimously.
- d) Recruiting and Retention Coordinator Len Lopez
  - i) Requested ice times for Try Hockey For Free events
  - ii) New Hope City Day went well

- iii) Recruiting and Retention Committee update  
Dedicated volunteers/committee members at four of the seven Dist 281 elementary schools are in place; volunteers to receive credit for as many hours as they contribute up to the maximum. May send one more email to membership soliciting additional committee members.
- iv) AC Apparel Surprise Gift Patrol  
Suggested giving gift certificates to kids found wearing AC apparel; concept of a surprise patrol. In the event there are multiple kids at one event, offer a chance to spin the prize wheel or conduct name drawing for a gift certificate. Tracee has a wheel Len can use. Suggest ACYHA business sponsors be considered as gift certificate locations.
- v) Retention update  
Emailed association requesting responses from those who anticipate their skater will not return in 2012-13. Kevin asked Len to communicate responses to travel coordinators.
- vi) Yard sign campaign  
Len to have signs printed and distributed to committee members; ask board members how many signs they want. Jill Byrnes can provide the approved logo. Suggestion made we are mindful of color choices/appearance due to election year signs.
- e) Charitable Gambling Manager Tracee deNeui  
Tracee deNeui shared the following report and sought board approvals as indicated below:
  - i) Charitable Gambling report
    - (1) Checkbook balance as of June 30, 2012 = \$14,169
    - (2) Profit for June 2012 = \$243; ahead of 2011
    - (3) Revenue for June 2012 = \$ 38K
    - (4) Tracee attended an electronic pull tab seminar in St. Cloud. Still not a lot of information available. State of MN has not yet approved a manufacturer. Use of e-pull tabs will be dictated by the bar's desire to have them.
  - ii) Monthly approvals
    - (1) Approval of expenses for August 2012 in the amount of \$37,175.
    - (2) Approval to pay June 2012 taxes to the City of Maple Grove in the amount of \$ 99.67. Anne Winter moved to approve the charitable gambling report as presented. Motion seconded and carried unanimously.
- f) Concessions Director Tawnia Johnson
  - i) Countertops have been torn out as part of renovation; cash register broken
  - ii) Kevin Conway confirmed with Tawnia that she is in contact with Susan Rader, City of New Hope, regarding the grand re-opening event tentatively scheduled for August 9<sup>th</sup>.
- g) Ice Coordinator/Website Admin Derek Olson
  - i) Absent; no report
- h) D3 Rep Josh Levoir
  - i) ACYHA will host U14A state tournament
    - (1) Josh thanked Kevin for attending the meeting on his behalf
    - (2) Kevin added the meeting was mostly associations bidding for tournaments
  - ii) Leveling AA and A at PeeWee and Bantam levels
    - (1) AC is slated for A; discussed by HDC on July 8
  - iii) C-Teams
    - (1) Bob Sticha asked Josh to report on the number of C teams
      - (a) Previously C teams were treated as a rec league; not it is part of D3 like every other level.
- i) Marketing & Fundraising Coordinator Jill Byrnes
  - i) NGIN Upgrade

- (1) NGIN (website service provider) upgrades were available. NGIN granted ACYHA the \$2,500/year upgrade from current standard level in exchange for two dasher boards for two seasons; cost to ACYHA \$400
  - (a) Upgrade will offer apparel and advertising section functionality
- ii) Zamboni advertising
  - (1) Preferred One confirmed half Zamboni advertising
  - (2) Broadway to split Zamboni with Preferred One
- iii) Muscle Milk
  - (1) Jill to reach out to Bob Fallon regarding dasher ad for the Elite league sponsor.
  - (2) Tawnia to determine if selling Muscle Milk conflicts with City of New Hope concession contract
  - (3) Discussion regarding expectations regarding cost of dasher board advertising
- j) Equipment Manager Kirk Anderson
  - i) Goalie equipment
    - (1) Kirk received from Goalie Coordinator, Erik Marsh, a spreadsheet indicating location/possession of ACYHA goalie equipment; all equipment is accounted for
  - ii) Socks – order to be submitted within the next few weeks
  - iii) Jerseys – seeking estimates from several vendors
- k) Volunteer Coordinator Gage Hanson
  - i) Making progress with user access to website and information from Alicia Brown.
  - ii) Discovered 12 checks to be cashed; will communicate with Alicia Brown
  - iii) Discussion raised by Tracee regarding a possible increase in volunteer hours for Charitable Gambling Committee (two individuals). Currently receive 10 hours; Derrick Raymond made a motion to increase the number of volunteer hours of Charitable Gambling Committee members receive. Motion seconded. Discussion regarding wording; Charitable Gambling Committee members are eligible to receive their full volunteer credit (whatever they need based on skater need). Amendment to motion accepted. Motion carried unanimously.
  - iv) Discussion regarding adjustment of volunteer hours given number of tournaments we have in 2012-13. Kevin suggested we make this decision in the coming month or two.
- l) Girls' Travel Coordinator Anne Winter
  - i) U14 update
 

Talking with Storm to create two teams at U14 level; this will not be a one-year relationship. Each association has a punchlist of needs, i.e. coaching, name, host, scheduling, tournaments, etc. AC brings 11-12 girls, Storm has 15-16 girls; 2 goalies in this mix. Discussion regarding tryout language in policies. Anne to send AC punchlist to Storm on July 11.
  - ii) Hopkins update
 

Still has no girls coordinator; they may not be able to host a U12 team; AC numbers are good without needing Hopkins; Ann to reach out to Hopkins. AC girls having previously waived out to Hopkins must now remain AC or waive out formally
  - iii) U8/U10 girls boot camp
 

39 girls registered; Being run by Len Lopez and Jerry Mlekoday
  - iv) Still talking with those she knows of who may skate with boys or not come back.
- m) Boys' Travel Coordinator Bob Sticha
  - i) Level Coordinator Update
    - (1) Bantam – John Odell
    - (2) Pee Wee – Jon Piazza coming back
    - (3) Squirt – Bob made motion to approve Carrie Stefaniak as Squirt Coordinator. Motion seconded. Discussion. Motion carried unanimously. Carrie does intend to coach again.
    - (4) Working on Tournaments
  - ii) Fargo Squirt Tournament

- (1) Squirt A and B1 teams registered for Fargo tournament
- iii) Teams per Level
  - (1) Anticipates having four (4) teams at each level of travel play with the biggest discussion at Bantam level
- n) Tournament Director Dale Bjerke

In Dale's absence, Kevin Conway presented the following report on Dale's behalf.

  - i) New Hope Invitational ad placed in July 12 issue of Let's Play Hockey (LPH)
  - ii) Recommended we reach out to teams we want back before LPH issued
  - iii) Bob Sticha requested tournaments hosted by ACYHA be shared with Travel Coordinators to prevent level coordinators from booking tourneys on these important weekends when volunteers are needed.
- o) Registrar Crissy Ginther
  - i) D3 Registrar Meeting update
    - (1) CEP modules are available in September; get info to Coaches; Level 4 coaches need to get into modules quickly.
    - (2) All coaches, locker room attendants, board members need to complete background screening; Crissy will send email to board with directions. Action: Board members to complete background screening done
  - ii) Mite Registration update
    - (1) Letters indicating appropriate registration levels for 2012-13 will be sent to Mite parents before next board meeting.
  - iii) Age Waiver Request
    - (1) Discussion regarding request by family to waive daughter entering 3<sup>rd</sup> grade (DOB 10/9/03) into U10s. Discussion regarding past waiver experiences. Kevin Conway moved to decline Steve Melsnes' request to waive daughter from U8 to U10 for the 2012-13 season. Motion seconded and carried unanimously.
- p) Mite Coordinator Derrick Raymond
  - i) Budget
    - (1) Compiling budget numbers.
    - (2) Arena revitalization \$5,000 donation to the City of New Hope
      - (a) Asked by Kevin Conway to generate the 2012 donation
      - (b) Looking at reasonable revenue options; will have numbers at August meeting; anticipate electronic vote to get registration numbers in to Mite registration letters.
  - ii) Assistant Mite Coordinator
    - (1) Asked Dave Essen to be the Assistant Mite Coordinator helping with on and off ice work.
- q) Treasurer Eric Berns
  - i) Distributed tentative budget; waiting for responses from those with significant numbers;
    - (1) Take home, study, and send any questions to Eric.
    - (2) Kevin discussed investments made (expenditures) in 2011-12. Revenue in 2012-13 will come from registration, charitable gambling, concessions, and wreath fundraiser.
    - (3) Discussion regarding communication to association relative to any fee increase being earmarked for jersey replacement accrual; be clear about what the increase is for.
  - ii) Paid positions
    - (1) Concession managers received \$1,500 registration credit; it is a taxable event
    - (2) 1099 Misc will be issued to those in 'paid' positions and who accept registration credit. If individual refuses to accept 1099 Misc, they must decline the credit; anything over \$600 must be submitted by ACYHA as taxable.
    - (3) Discussion regarding timing of when credit is applied to registration; in the NGIN system reductions can be entered as discount
- r) Youth Director Kevin Conway
  - i) Cooper donation discussion

(1) The Board discussed the following as it deliberated over donations to the high school booster clubs, following Kathy Sandhofer’s presentation earlier at the meeting: Cost comparison of youth hockey vs. high school; high school skater participation in the youth program; having high school skaters help with tournaments or volunteer where we need them; AC concession revenue from the high school games; donation to Robbinsdale Robbins adaptive hockey. Consider high school skaters an extension of the youth program.

ii) Arena update

- (1) August 9<sup>th</sup> is not looking like a hard date for grand opening
- (2) Cement poured
- (3) Will know more soon

s) Assistant Youth Director

Dave Parenteau

In Dave’s absence, Cristy emailed the following report to the board in addition to recording it here.

i) Summary of Monthly meeting with City of New Hope

- Concrete slab in north rink is poured; pour went extremely well
- Mechanical work is progressing
- Interior renovation project is behind schedule; contractor has asked for 25 days, but the feeling is that not all time requested will actually be needed
- \$50K in soil correction was needed in the vestibule area
- Staff is behind with ice scheduling due to IT infrastructure issues associated with remodeling project. May move some of the infrastructure to the golf course so they can get back on track.
- ACYHA logo will be placed on both sheets, but arena staff is not in favor of permanent additional creases throughout the sheet to be used for goalie practice
- Mayor requested some of the girls attend the event at St Therese’s (same event they helped with last year)

ii) Working on budget and with PDC/ACE on initiatives for the coming year.

5) Open Floor Discussion

Membership

None

6) Adjourn

Meeting adjourned at 8:45 pm.

Respectfully submitted,

*Cristy Siede*

Board Secretary