



# AC Girls High School Hockey

## Booster Club Meeting Minutes

Monday, August 14, 2023

New Hope Ice Arena, New Hope, 7:00 pm

### Attendance:

Name	Position		Name	Position		Additional Attendees
Rick Mack	<i>President</i>	X	Chad College	<i>Vice President</i>	X	
Kevin Monogue	<i>Treasurer</i>	X	Lisa Reberg	<i>Incoming VP</i>	X	
Susan Otto	<i>Incoming treasurer</i>	X	Allison Riestenberg	<i>Secretary</i>	X	
Matt Cook	<i>Head Coach</i>	X	{OPEN POSITION}	<i>Incoming Secretary</i>		

### August Group Agenda:

1. Search for new **Secretary candidate** (Jen Johnson decided not to take over the position)
  - a.  Allison will send email to the booster group asking for candidates, there might be a few candidates coming in the 2024-25 season.
2. Player Volunteer event: **AHS "Experience Armstrong" night** Wed, 8/30, 2-7pm
  - a.  Rick will:
    - i. Fill out online form from Larry Tate to get a table at the event: <https://forms.gle/d8LXybZHZvS26m7c6>
    - ii. Find out who our faculty advisor is (needed for form)
    - iii. Determine what we will have at the table to promote our program? Banner, candy, etc.
  - b.  Matt will organize the players for this: split time into multiple blocks, work with Captains to assign players.
3. **August's Booster Communication** - list of topics:
  - a.  Allison put email draft together and send to group for review
  - b. Golf tournament - registration open (send link to webpage)
  - c. Scrimmage Fest, Nov 4 (include info)
  - d. Fall Clinic dates, reminder it's included in booster fees this year
    - i. Include link to updated form and waiver from Rick.
  - e. Reminder to pay Booster Fees as soon as possible (due date Dec 1)
  - f. Sponsorship drive reminder and flyer (until Sept 1st), link to webpage
  - g. Possible **parent get together** early September, invite 8th grade parents
    - i. ask for a volunteer family to host this or hold it at Pub 42 instead?
4. **Fall Clinic:**
  1.  Allison will add dates to calendar, Matt will send Shannon's off ice dates/times
  2.  Rick will update the form and waiver for 2023, request the \$500 booster fee now (reach out to Kevin if you need a payment plan).
  3. We will get players registered thru the form, Rick will collect them
5. **Summer Coupon Card fundraiser (optional event, proceeds to offset booster fees) – see coach section below**
6. **Golf Tournament** planning updates - see section below
7. **November Bus Trip updates - see section below**
8. **Holiday Tournament updates - see section below**
9. **Stick Labels for player's sticks** (Personalized Hockey Stick Stickers-3 Pack - [Stinky Lockers Ltd.](#) or [Hockey Team Stick Stickers | Stick Bandits](#))
  - a. Stick Bandits: \$9.99 for 6 stickers (customized hockey stick sticker with your team logo and colors, player name & #)
  - b. Stinky Lockers: \$12.00 for 3 stickers
  - c. Approved this purchase, would only need 3 stickers per player, find cheaper option if possible.
10. **AC pucks**
  - a. Approved the purchase of 200 pucks for the season, for use at Home games, for players milestones
  - b. Jerry M will do design, Matt will coordinate with Jerry

### Group Old Business:

1. **Proposed Capital improvements** for locker room (Rick and Matt) > discuss at August meeting
  - a. Rick drafted proposed plan in July for remodeling
  - b. Purchases outside the \$7000 budget:
    - i. Approved at July mtg: new fridge for varsity \$300
    - ii. Approved at July mtg: a speaker for each locker room (2 x \$300 = \$600)
  - c. \$7000 available in the budget (from previous fundraising efforts) for a long term capital improvements/goal(s)
  - d. Options updates to both locker rooms
    - i. Stick shelving area
    - ii. Rolling carts for Sparks machine, tape, etc.
    - iii. New stalls
    - iv. Updates to electrical system/wiring
    - v. New stick racks
    - vi. New weight rack in JV room
  - e. **Grants/Donations:** MidWestOne Foundation (branch in GV) supports capital improvements. Requires a list of specific items we want/need to fund improvements for physical training areas, locker room improvements, including outline of costs.
    - i. Look at [KJ Branding](#) site.
2. Electronic payments follow up (Kevin, Rick)
  - a. Kevin and Rick need to go into the bank again to set up Zelle (Bank didn't set this up right the 1<sup>st</sup> time)

### **Golf Fundraiser (Sunday, 9/17, 1pm shotgun start, potluck event)**

**Co-chairs:** Steve Melsness & Jerry Mlekoday with the help of the incoming sophomore parents

1.  Golf team:
  - a. Send email to Booster families w/ link to website and PDF for registration
  - b. Send flyer to Youth Association president, to distribute to association members
  - c. Print out large version of the PDF and post at golf course and ice rink.
  - d. Line up a photographer for the event (Allison is golfing so n/a for this)
2.  Next planning meeting at Jerry M's house August 23 - 6 PM
3. Planning for 120 people
4.  Registration/sponsorship fees are set:
  - a. Golf: \$200/foursome, \$60/Individual
  - b. \$25-food only; \$25-player caddy; \$25-golf cart; \$10-pull cart
  - c. Sponsorship signs: \$25-Alumni, \$100-other
5.  Allison updated Webpage: [Golf Tournament \(armstrongcooperhockey.org\)](http://GolfTournament.armstrongcooperhockey.org)
6. Food: \$450 budget has been approved ( pulled pork, potato salad and buns)
  - a. Freshman class: bring water/pop
  - b. Junior class: bring chips/snacks/cookies
  - c. Senior class: bring pop
7. Raffle prizes update: By Aug. 15<sup>th</sup>: want sophomore families to donate 1<sup>st</sup>, then open it up to other families to contribute.
8. The tickets for the raffle and boxes are under the stairs, can be used, need to be returned b/c they are used for the holiday tournament

### **Holiday Tournament (12/28 - 12/30/2023):**

**Chair:** Jenn Monogue

1. All Teams have signed contracts, finalizing payments now.
2. All hotel agreements will be finalized in the next few weeks:
  - a. Agreement with the hotel Fergus Falls used last year for a block of rooms and kick back to us.
  - b. Agreement with the Maple Grove hotel that Bemidji stays at to get a kick back from them.

**Bus Trip** dates: 11/17 - 11/18/23 > Mankato East on Friday, Le Sueur on Saturday

1. Quote for bus for 11/17 - 11/18/23: \$2369.16, plus tip, plus overnight accommodations for the bus driver.
  - a. Group approved this bus quote. Matt will book it.
2. Lisa R. booked/confirmed the 2 blocks of rooms
  - a. For players/bus/coaches (15 rooms): AmericInn > \$179/room 2 beds/free breakfast and 1 free room (if its not being used)
  - b. For Parents (30 rooms): Hilton Garden Inn > \$149/room 2 beds/free breakfast

## President Report: Rick

### New Business:

1. none

### Old Business:

1.  Set up **Bank** meeting to get bank credit card, and discuss electronic payment options like Zelle.
  - a.  Rick got bank credit card activated
  - b.  Zelle: Rick will set this up with Kevin at the bank (2<sup>nd</sup> attempt)
  - c. Lisa R: looked into using a burner phone for a cell # to use for Venmo, Not a good idea, not going to do this.
2. **Capital Improvements (Rick and Matt):** See "Capital Improvements" section for details
3. **Outstanding Booster Fees for 2022-23 season thru company matching programs**
  - a.  Benevity is fixed, we are waiting for the \$ to come to our account
4.  Company Matching for 2023-24 season - Rick meet with Jen S:
  - a.  hand over Benevity/company matching programs instructions
5.  Google Admin Account: change President info in Google to Rick and give Rick admin rights meeting. Going forward, Chad and Rick should have Admin access.
6.  Google Email: Need to get recovery email changed from Jen's personal to Rick's personal
7.  Rick: Collect all passwords for Google Booster Board accounts, change them and provide updated passwords to existing Booster Board members. This should be done every year for security.

## Vice President Report: Chad (& incoming: Lisa Reberg)

### New Business:

1.  Lions Corn Feed; they were very happy with our girls helping, we got lots of Thanks You's and positive comments
2. Chad met w/ the Boys booster club about fundraising/sponsorships
  - a. They are not doing the full campaign this year (b/c Jay and Lisa Annis are no longer on the association board). They are just sending an email to last year's sponsors asking for sponsorship renewal.
  - b. They are not doing new warm up jerseys.
3. Girls 2023-24 season warm up jerseys: are we going to do our own version?
  - a. Last year \$50/jersey – for 40 of them
  - b. This year, we'd order 20-25 (just our team) might be \$60+ per jersey due to smaller number
  - c.  Discuss this in September, see if we get any new sponsors and would need to print Jerseys, if not, we re-use last year's jerseys and do not offer the Platinum sponsorship.

### Old Business:

1.  Get Lisa login/password to VP@acgirlsbooster.org email
2.  Chad found an option for hats for outdoor game (January 13th), need 24 hats for players and coaches.
  - a. Work on design and bring to booster board for approval
3.  Set up a meeting with Larry at AHS to introduce Rick to the AHS athletic office group
4. List of 2023-24 fundraisers to go towards booster fees
  - a. **Heggies** - for every pizza you sell, you get \$5/per pizza against your outstanding booster fees
  - b. **Company Matching/Benevity** - only available to some families whose employers offer it
  - c. **Sponsorships** - for 2023-24 - due date Sept 1st. Sponsorship flyer will be sent to families in August communication email
  - d. **Impact Fundraising Coupon Cards** - need to set up date for this fundraiser, work with Matt

## Treasurer Report: Kevin (& incoming Susan Otto)

### Bank Status:

1. P & L Balance: \$31,392.15
2. Current Bank Balance: \$28,992.35
3. Bank Activity since last meeting:

8/14/2023	Brothers meats and seafood	(\$434.89)	\$28,992.32	Golf food
	Cottage Grove	\$1,200.00	\$30,192.32	Holiday tournament
	Bloomington	\$1,200.00	\$31,392.32	Holiday tournament

4. Outstanding:
  - a.  Paige (2022 fall training) - Matt needs to get this invoice

### **New Business:**

1.  Get Susan login/password to treasurer@acgirlsbooster.org email
2. Both company matching platforms are up to date, we are waiting for funds to be deposited.
  - a. Benevity (UHG) – this should be between \$1k-\$2k
  - b. NPOconnect (BestBuy / Boston Scientific) – \$900.00

### **Old Business:**

1. Received \$190 from CyberGrants (company matching program). Never figured out who's company matching this is from.
2. **Future items:**
  - a. Dues pmt options - address this in September:
    - i. **Keep PayPal** as an alternative payment option, will ask families who use it to pay the fee.
    - ii. **Create invoices** for each family that include the pmt options and the amts for each (ie w/ fees) and list of with everything included in fees (w/out prices, just the list)
  - b. For new jerseys, we must send bill to the school for them to pay the vendor directly. The school will then send us the remainder of the bill to pay.

### **Coach Report: Matt**

#### **New Business:**

1.  Get invoice from Paige for Fall Clinic 2022 so we can pay her
  - a.  Reached out to Paige to do this fall's clinic.
2. Tie-Dye t-shirts project:
  - a.  Shirts have been ordered.
  - b.  Once shirts come in, girls will put together a date.
  - c.  Matt will reach out to get tie-dye supplies from Risa Palony

#### **Old Business:**

1. Matt: **Summer Coupon Card fundraiser** (optional event, proceeds to offset booster fees)
  - a.  Waiting to hear back from contact jon@impactfundraising.com to set up a date/time for early September.
  - b.  Work with the team Captains to message the team about the fundraiser date, going to sell in neighborhoods
  - c.  Draft email to go to families/parents - outline its purpose, ask for parents to do driving/rideshare
2.  **Capital Improvements:** Rick and Matt will work on this, see separate section for details
3. Update on new equipment orders that were approved at March meeting:
  - a. Away Jerseys full replacement: All Star Sports, order was placed and should arrive the last week of October
  - b. Home Jerseys: ordered replacements for last year's senior #s, should arrive w/in 2 weeks
  - c. Breezer covers: ordered 3-4 wks ago (from All Star), will arrive before October.

### **Secretary Report: Allison (& incoming Jennefer Johnson)**

#### **New Business:**

1.  **Draft August Booster Communications**, get Booster Board input before sending

#### **Old Business**

1.  **Alumni:** Allison working on moving parents to the new Alumni Parent group, need help identifying parents that are from previous years

### Fall/future Items:

1.  **Dick's Sporting Goods Grant:** Send a thank you email with a photo to DSG in September when pre-season events start.
2. Apparel: Winter jackets for players. Families would need to buy themselves in the apparel store. Will not be purchased by the booster club. Quotes from Mark/All Star Sports:
  - a. CCM Men's Winter Jacket - Hockey Teamwear Jackets and Coats (ccmhockey.com) = \$165/each
  - b. BAUER HOCKEY HEAVYWEIGHT JACKET SENIOR = \$115/each thru All Star
  - c. **\*\*board preferred this jacket: WOMENS PARKA JACKET (ccmhockey.com) = \$130/each thru All Star**
  - d.  7/13: send the 2 options to the team > have them choose one. Then add it to the All Star apparel store in the fall for families to purchase.
3. **2023-24 season photography:** Booster Board decided to hire a photographer for event games
  - a. Dack Nerhing (Bren Rose Photos) is interested in doing photography for the 'event games' in the 2023-24 season.
  - b. Send him dates when the schedule is decided for the following events:
    - i. Senior night
    - ii. 1 jv and 1 varsity game at the holiday classic
    - iii. Youth night
    - iv. Teacher appreciation
    - v. Possibly one additional game earlier in the season
  - c. Will contact Micaela Dixon about these events when dates are set up:
    - i. Alumni Game (Michaela)
    - ii. Fun pre-season photos (Michaela)
  - d. Allison will take pictures at the Outdoor game

### Website updates

1.  Review the website and make any necessary changes/updates.
  - a.  Golf Fundraiser page updated
  - b. Holiday Tournament page updated
  - c.  Fundraisers page updated

### **Next Month - September Agenda (Monday, 9/11/2023 - Location NHIA, mtg rm 2):**

1. **September's Booster communication** will include:
  - a. Explanation of and expectations for:
    - i. Center Ice Club, Game Day Ops, etc.
  - b. Booster Fees due date reminders by Dec. 1st
  - c. Discuss additional topics to include
2. 2023-24 warm up jerseys. If we get any new platinum sponsors, would need to print new jerseys. If not, we re-use last year's jerseys and do not offer Platinum sponsorship.
3. Golf Update - need the co-chairs present final plan
4. Season's events – assign events to games
5. Arrange photographers for events

Meeting adjourned - time: 8:16pm

Secretary: Allison Riestenberg,

Date: 8/14/2023