

**Hastings Hockey Boosters Meeting Minutes**  
**Meeting Date: September 10, 2023**

**Roll Call:**

|   |                                      |   |  |   |                                   |
|---|--------------------------------------|---|--|---|-----------------------------------|
| X | Curtis Gerrits (President)           | X | Luke Riveness (Director of Girls In-House) |   | Jake Caneff (Referee Coord.)      |
| X | Dave Fullerton (Vice President)      |   | Jesse Viall (Director of Bantams/Jr. Gold) | X | Lisa Ferdig (Registrar)           |
| X | Kari Erickson (Treasurer)            | X | Dan Gallahue (Director of Mites)           | X | Joe Westman (Technology)          |
| X | Tony Horton (Secretary)              | X | TJ Johnson (Director of Girls 12U/15U)     |   | Vacant (Tourn. Coord.)            |
| X | Cory Ferdig (Director of Operations) | X | Sean McCabe (Director of Peewees)          |   | Carol Horton (Sponsorship Coord.) |
|   | Jamie Stevens (Director of Hockey)   | X | Bob Erickson (Director of Squirts)         | X | Brad Wells (Goalies Coord.)       |
| X | Kristy Meyers (Dir. of Volunteers)   | X | Brian Meyer (Director of Learn Hockey)     | X | Tara Kochendorfer (Recruitment)   |
|   | Keith Birken (Charitable Gam. Mgr.)  | X | Jon Krauth (Director of Revenue)           | X | Kent Winkelman (Apparel Coord.)   |
|   | Pat Gelhar (Director Girls 10U)      |   | Vacant (Ice Scheduler)                     | X | Luke Fenton (Dryland Coord.)      |

**Approval of Agenda:**

Agenda amended to add the following items:

1. Add "Golf scramble update" to the Vice President section under Officer Reports.
2. Add "Helmets update" to the Apparel Coordinator section under Coordinator Reports.
3. Add "Motion to approve adding Tyler McCarville to the Hockey Development Committee" to the New Business section

A motion was made by Kari, seconded by Sean, and carried to approve the amended September agenda.

**Approval of Minutes:**

A motion was made by Brian, seconded by Cory, and carried to approve the August 2023 meeting minutes.

| Topic                     | Discussion   |
|---------------------------|--|
| <b>Membership Comment</b> |  |
| <b>Officer Reports</b>    | <ul style="list-style-type: none"> <li>• President – Curtis Gerrits               <ul style="list-style-type: none"> <li>○ District 8 meeting update: (1) Associations must declare the classifications and divisions for their teams by Sept 22. (2) Classes with 5 teams or less will play a 12 game season. (3) Any full-ice events for Mite 2 and/or U8 teams need to be approved by D8. (4) Travel teams cannot be in locker rooms more than 30 minutes before game time. (5) Any divisions with 18 or more teams will be split into 2 or more conference divisions.</li> <li>○ Recruitment: so far, in-house levels are trailing behind budgeted levels</li> <li>○ Picture Day: November 4, and Nov 11, but the Nov 11 date will likely be rescheduled</li> <li>○ Arena vision: the City is gathering ideas and concepts</li> <li>○ United Heroes League: new outdoor rink will open Nov 11, UHL asked HHB to participate in the opening day festivities</li> <li>○ Financial Assistance: will be giving out \$2,230 of the \$2,500 budgeted for this year</li> </ul> </li> <li>• Vice President – Dave Fullerton               <ul style="list-style-type: none"> <li>○ Avario update and schedule release: intending to have initial ice schedule created by Sept 15</li> <li>○ Referee payment update: For scrimmages, we are planning to pay refs by check on-site. Talk with Kari and/or Dave about the process.</li> <li>○ Golf Scramble Update: 21 teams have registered to date. Looking to have 28-32 teams registered. Seeking hole sponsors, door prizes, etc.</li> </ul> </li> </ul> |
| <b>Director Reports</b>   | <ul style="list-style-type: none"> <li>• Director of Hockey - Jamie Stevens               <ul style="list-style-type: none"> <li>○ Coaching interviews are mostly completed.</li> <li>○ Currently planning/organizing upcoming tryouts</li> </ul> </li> </ul>  |

## Hastings Hockey Boosters Meeting Minutes

Meeting Date: September 10, 2023

(continued)

|                            |  |
|----------------------------|--|
|                            | <ul style="list-style-type: none"> <li>○ Summer training program: 7 participants have completed the summer program, they will be recognized at a High School hockey game this season</li> <li>○ Hockey operations update</li> <li>● Gambling Manager - Keith Birken             <ul style="list-style-type: none"> <li>○ Gambling Manager presented gambling reports</li> <li>○ Previous months' gambling record keeping documents are always available for review--please contact Keith Birken or Curtis Gerrits</li> </ul> </li> </ul>   |
| <b>Coordinator Reports</b> | <ul style="list-style-type: none"> <li>● Apparel Coordinator – Kent “Winks” Winkelman             <ul style="list-style-type: none"> <li>○ Helmets update: The helmets, breezer covers, and gloves ordered from Strauss back in June are in. Winks will distribute them.</li> </ul> </li> </ul>  |
| <b>Old Business</b>        |  |
| <b>New Business</b>        | <ul style="list-style-type: none"> <li>● A motion was made by Bob, seconded by Jon, and carried to approve the June 2023 financial statements.</li> <li>● A motion was made by Jon, seconded by Kari, and carried to approve adding Tyler McCarville to the Hockey Development Committee.</li> <li>● A motion was made by Jon, seconded by JT, and carried to approve U15B assistant coaches Jason Carl and Adam Newton.</li> <li>● Handbook update and policy updates: plan to review and approve updates at October board meeting</li> <li>● A motion was made by Jon, seconded by Brian, and carried to approve waivers-in for Cayman Anderson, Bantam, and for Thomas Tober, Jr Gold.</li> <li>● A motion was made by TJ, seconded by Kari and carried to approve a waiver-out for Mylee Rasmussen, 10U goalie.</li> <li>● On September 13 via email, a motion was made by Jamie, seconded by Cory, and carried to approve a waiver-in for Phoebe Ciro, 8U.</li> </ul> |
| <b>Board Comment</b>       | <ul style="list-style-type: none"> <li>● Thank you Keith for your work to make our charitable gambling operation successful!</li> </ul>  |
| <b>Adjournment</b>         | <ul style="list-style-type: none"> <li>● A motion was made by Dave, seconded by Cory, and carried to adjourn at 9:12 pm</li> </ul>   |
| <b>Next Meeting</b>        | <ul style="list-style-type: none"> <li>● Next Meeting: October 8, 2023</li> </ul>  |

Attached documents:

LG1004 Monthly Gambling Report to Members

MINNESOTA LAWFUL GAMBLING

**LG1004 Monthly Gambling Report to Members**

Minnesota Statutes 349.19, Subdivisions 3 and 5, and Minnesota Rules 7861.0320, Subpart 6, require a monthly gambling report to the membership. Members attending this meeting reviewed the documents checked below. The check register and authorization of expenditures are attached to this form and have been made a part of the meeting minutes.

**The items listed below are required to be presented to the membership each month and recorded in the minutes of the meeting.**

Organization: Hastings Hockey Boosters Meeting date: September 10<sup>th</sup>, 2023

| <b>Documentation Provided</b>   | <b>Reporting Requirements for each form of lawful gambling conducted</b>  |
|---|---|
| 1. LG100 Monthly Lawful Gambling Activity Summary or G1 Lawful Gambling Monthly Tax Return with the following:<br><br>LG100A<br>Schedule B2<br>LG100C<br>LG100F   | <ul style="list-style-type: none"> <li>• Gross receipts.</li> <li>• Dollar amount of all prizes paid out.</li> <li>• Total value of all merchandise prizes awarded from each form of gambling conducted.</li> <li>• Lawful purpose expenditures.</li> <li>• Profit carryover reconciliation.</li> </ul> |
| 2. Copy of check register or itemized expense journal that includes electronic transactions.  | Complete details on all allowable expenses including payee, amount, date issued, and purpose.   |
| 3. Copies of distributor invoices or perpetual inventory records.   | Records of gambling equipment purchases, including: type of equipment; quantity purchased, date purchased, unit cost, and name of distributor.  |
| 4. Copy of the month-end physical inventory.  | Physical inventory taken at month-end, including games in play, that lists the manufacturer's ID, part number, serial number; game name, cost of each game; and date and signature, in ink, of person completing the physical inventory.  |
| 5. Copy of itemized bank statement reconciliation (LG100F).   | Gambling bank account reconciliation that balances with the profit carryover for each month and lists outstanding checks, including check number, payee, and amount; outstanding electronic transactions; deposits in transit; and beginning and ending bank balances for each month.                   |
| 6. Fund loss report.  | Any fund loss discovered during the month.  |
| 7. Correspondence and other documents:<br><br>Gambling Control Board:<br>Approval/denial letters, allegations, questionable expenses, profit carryover variance, other<br>Department of Revenue:<br>Error corrections, tax bills, tax orders<br>IRS: Tax notices<br>Miscellaneous correspondence<br>Annual audit<br>Compliance review report<br>Bingo program | Correspondence sent or received relating to the lawful gambling operations.   |

**LG1004 Monthly Gambling Report to Members**

**Authorization of Expenditures**

Minnesota Statutes 349.15, subdivision 1, requires that "Gross profits from lawful gambling may be expended only for lawful purposes or allowable expenses as authorized by the membership of the conducting organization at a monthly meeting of the organization's membership."

NOTE: When the membership approves an upper limit of expenses for a particular item, the report to the membership the following month must include the specific check or electronic transaction number, payee, purpose, amount, and date of payment for estimated expenditures from the previous month.

**Preapproval: Allowable Expenses**

| Payee or item to be paid      | Brief explanation of the purpose for each expenditure | Expense amount<br>Monthly limit | Approved (Yes/No) |
|-------------------------------|---|---------------------------------|-------------------|
| Gambling Products             |   | 3,000.00                        | Yes               |
| Compensation and Payroll      |   | \$7,000.00                      | Yes               |
| Local Gov't Investigation fee |   | \$500.00                        | Yes               |
| Rent                          |   | \$6,000.00                      | Yes               |
| E Pulltabs Equipment          |   | \$5,000.00                      | Yes               |
| E Linked Binigo               |   | \$1,000.00                      | Yes               |
| Misc. Services and Supplies   |   | \$2000.00                       | Yes               |

**Preapproval: Lawful Purpose Expenditures**

| Payee | Brief explanation of the purpose for each expenditure | LPE Code | \$ amount | Approved (Yes/No) |
|-------|---|----------|-----------|-------------------|
|       |   |          |           |                   |
|       |   |          |           |                   |
|       |   |          |           |                   |
|       |   |          |           |                   |
|       |   |          |           |                   |

This report was presented to the organization by the gambling manager or other organization member.

Signature, **in ink:** Date:

|  |  |
|--|--|
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