



River Falls Youth Hockey Association

BOARD MINUTES

June 8, 7:00pm to 8:30 pm

Wildcat Centre Boardroom

Kaylan Wilson	X	Paul Bloodhart	X	John Linehan	X
Jody Christensen	X	Hattie Ekholm	X	Carrie Torgersen	X
Chad Flanagan	X	Kristin Jepson	Absent	Catherine White	Absent
Nicole Ralston	Absent	Greg Leier	X	Jon Wiech	Absent

7:00 **Meeting Called to order at 7:05**

Approve Consent Agenda

Consent Items (All can be approved in one motion, unless an item is Wilson removed by a board member for further discussion)

I. May Meeting Minutes

II. Current Agenda Approval

- Kaylan made a motion to approve consent items and Carrie second; all in favor. Motion approved.

7:05 **Guest(s) Present & Comments**

- Neil Accola present

7:10 **President's Report** – Kaylan Wilson

- Kaylan reports the executive committee met last night to review the financial deficit and will report on that later in the meeting.
- Working with Google to get nonprofit status an Google suite for RFYHA board utilization

7:15 **Treasurer's Financial Report** – Chad Flanagan

- Chad is requesting each board member to please report to him the approximate number of hours each of the Board members volunteers for the organization each week for taxes. Send Chad the number ASAP.

7:25 **Old Business¹**

- Tabled last month was the topic of the Operations Committee Chairs (formerly known as bucket heads); how do these individuals get placed into their roles for the 8 operations committee, how does the board ensure there's appropriate visibility, transparency, and oversight to what is happening within the responsibilities of those committees. It was previously discussed that Board members are elected by the members to represent the membership; the Operations Committee Chairs make decisions that impact the members and may or may not be board members who were elected by the membership. The RFYHA board needs to ensure clear oversight over the operations

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committees. These considerations were discussed including the question of whether those committee chairs should be required to be board members for the reasons listed. This was all considered and discussed and everyone present is aligned to the importance of board oversight to the committees and according to the org chart; those operations all role up to the board. It was also discussed that when these roles become available; individuals will not necessarily be appointed to the role but job descriptions may go out to the association looking for appropriate volunteers. To create a pathway for this process and formalize the transparency, Kaylan made a motion for an annual board review and approval to occur for each of the 8 Operations Committee Chair persons in that role; the board will have final review and approval of who the chair person is but it doesn't not necessarily need to be a board member. Jody second and all in favor. Motion passed including a grandfathering of this process for the current 2021-2022 season; the annual review and approval will begin in the 2022-2023 season.

7:40 **Board Comments; Q&A on submitted monthly Operations Committee Reports**

- Q1: how does quickbooks track offline checkpayments for tournaments? Chad will mark paid when he deposits the check, he will take care of it

7:55 **New Business²**

- Ice schedule at the Hunt came out and its urgent to get this on the calendar; question on the budget; what was the ice rental budget that was agreed upon by the board? \$8835 is what is needed; rates are same and not raised. How much ice is needed based on last year; we were still short last year even without Minnesota and high school games. Previous approved budget was \$6500 but need additional \$2000.
- Jody motion to raise budget, Paul second motion, all in favor and motion approved for increase budget to \$8835.

8:15 **Strategic Planning**

- The board reviewed the 2017 strategic planning document noting what was achieved, what was not achieved and what is still in development. The 3 main goals of the strategic planning document will go back to appropriate committees for review and input before an updated version is finalized.
- The financial deficit due to COVID is estimated at \$45,000 and that goal to close the gap is divided among four main Operations Committees. Their specific goals are stated below. Kaylan will follow up with each of the Operations Committee Chairs to discuss next steps.
- Off-Ice Operations: \$5,000
- Member Recruitment and Retention: \$2,000
- Fundraising Operations: \$18,000
- Building Events Operations: \$5,000
- External Engagement Operations: \$15,000
- It was discussed this is designed to be an achievable goal where we can have success and measured by additional income from the current budget through this season.

8:25 **Comments, Announcements, Other Business**

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8:30 **Adjourn**

- Kaylan made a motion; John second and all in favor; meeting adjourned 8:31pm.

Confirm next meeting time: Westwind; 6pm, Wed. July 14th.

Note: Include copy/paste this month's committee reports into the Minutes

Old Business for next month:

- 1. Move-up policy review from Coaching and Player Development Committee and vote on two move-up requests per recommendation from CPDC**

Operations Committee Updates - May:

June 2021	Monthly Update	New Business Agenda for Discussion or Decision
On-Ice Operations	<ul style="list-style-type: none"> • I've reached out to Cam and we will have our introduction/Director of Hockey conversation shortly. • I've started to revise the documentation on the Coach's Corner and hope to have it completed by the end of July. • Next CPDC meeting is the 15th 	None
Off-Ice Operations	<p>*Tournament registration is underway, we have already got 5 teams registered online.</p> <p>*Jersey sizing is still going on, hoping to get everyone sized by end of June</p> <p>*Preseason clinic is also online this season and so far have 31 skaters signed up</p> <p>*Ice Schedule-met with my schedulers, they will be inputting stuff on the calendar this week. We are trying to get as much in as possible. If you have stuff you want on there please let me know. We are hoping to get ice at hunt for Jan and ½ Feb. Also, Dan Gulick has opted out of scheduling this year, so I have added Stacey Saylor to the group.</p> <p>*Referee sign up is open, sent email out to all the girls and boys that would be age eligible to get signed up.</p> <p>*Registrar-we will be making the deadlines earlier this year for coaches and managers to get their stuff completed. Also board members need to complete their USA, Background check and Safesport ASAP. This is required by USA hockey, if you are a coach or ref and already do it then you don't have to do it twice. If not a coach or ref then just sign up for USA as a Volunteer then it's free, please send me the info when completed.</p>	None
Building Operations	*Met with James Clark (parent volunteer) on painting the lobby, entry, bathrooms and possibly mezz. He has	

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	<p>submitted a material quote to me of \$2650-3200 if only 2 coats are needed for complete coverage. An additional coat could cost up to \$2400. He feels that he can get the bathrooms, lobby and entryway in 40 hours of his time. We will need extra volunteers to help scrap and prepare the walls for painting, and also he would take 2-3 competent volunteers for the final painting. He would like just a couple so he can control the quality.</p> <p>*I have a meeting set up on 6/10 with Darren Ekholm and Curtis Kees to discuss the Outdoor Grounds Coordinator position.</p> <p>*Met with Becker Rink Products on Rubber flooring for the JV Locker Room. I am also getting separate quotes for around the rink, benches and penalty box and lobby and bathrooms. This will give us an idea of what we may need in the future for these upgrades. He is also providing a quote on half ice boards and poly replacement benches. I do not have a quote back yet but will update once received.</p>	
Member Recruitment & Retention	<ul style="list-style-type: none"> • Registration is underway, 10% off through June 15th then will remain open through August 15th. • Marketing got flyers out to the elementary schools to drive registration • Succession planning document planned to be complete for start of season 	None
External Engagement & Communication	We are currently working on getting a few more dash boards set up and collecting checks. The spreadsheet / database revision system is going well.	
Financial Operations	Nothing significant to report, the projection improved about \$1,000 primarily due to the boxing event (\$500 rent and ~\$500 net on concessions). We've had some higher income than projected for registration, but not to the point of impacting the full year projections, just changes the timing of the income a bit.	We need the approximate number of hours each of the Board members volunteers for the organization each week for taxes.
Fundraising Operations	We are still in talks with McDonald's to take the place of the Papa Murphy's coupon cards which will result in an increase of over \$8k earned from this fundraiser. The committee is meeting mid-June to continue planning for the Golf Event, Welcome Back Event as well as the next Purse Bingo	With the addition of more events, we are needing 1-2 more members on the fundraising committee. If the board approves, I would like an email to be sent out on our behalf to gauge interest from our association members.
Building Events Operations	<ul style="list-style-type: none"> • Boxing Expo was a success, but there's room for improvement for next year. 200 people were what we were told to expect and over 500 people were there! It was a busy night! We made ~\$900 in concessions. • Ideas for how the building can be used in the off-season: 	

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	<ul style="list-style-type: none">○ Bags tournament○ Crafting events (these could continue in the mezzanine during the season)○ Family fun night with carnival games○ Sand volleyball in the outdoor rink○ Roller rink○ Floor hockey	
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