

ROSEMOUNT AREA HOCKEY ASSOCIATION

Board of Directors Meeting
May 1, 2019 - 6:30 PM (RCC)

Minutes

Present: Jay Condon, Sara Marchese, Marc Tobias, Mike Staloch, Jeff Olund, Kyle Finn, Ivan Clements, Kevin Bigalke, Jen Heusinkveld, Lisa Toll, Andy Proshek, Cara Marx

Others: Michelle Rodine, Lori Kalata, Doug Ebner, Dan Nickley

Call to Order – 6:30 pm

- 1) Approve minutes from March 6, 2019 meeting

Ivan Clements moved, Jen Heusinkveld seconded to approve minutes. Approved unanimously

2) Additions or Corrections to Agenda

-Kevin Bigalke requested to add District 8 representative-Dan Nickley to the non-voting Board member reports as Item 3H.

3) Reports from Non (Voting) Board Members: (30 minutes)

- A. High School Coaches/ Programs
 1. Boys – Rickey/Kyle
 - a. Rick Saintey Sr. is putting together a committee to look at an addition to RCC for locker rooms, coaches room, etc.
 2. Girls – No Report, Jay and Kevin met with girls coaches
- B. Blue Line Club members - no report
Doug got a call from the girls blue line treasurer asking about the donation amount. Doug reminded them to attend the Board meetings.
- C. Ice Scheduler – Chris Kalata, not present, Ice operations met
- D. RCC Operations Coordinator/Arena Manager – no report
- E. Concessions Manager
 1. Concessions closed.
 2. Small donation of remaining items to police department
 3. 5 applications for vacant manager position, Cara working to schedule interviews.
Marc Tobias asked if we had thought about have three concessions managers. Cara Marx said that was considered, but felt two could handle it for now.
- F. Boosters –Michelle Rodine
 1. Tournaments to be sponsored similar to last year.
 - a. Girls 10UB – thanksgiving weekend. 8 team bracket tournament
 - b. Boys Squirt C – December 6-8, 8 team bracket tournament
 - c. Mini-Mite Jamboree – end of February/early March

- d. District 8 – PW B2, Lisa Toll asked about hosting a Regional Tournament instead of District tournament
 - 2. Looking at changing date of mite pre-view showcase
 - 3. Leprechaun Days – Parade, Street Hockey Tourney at RCC
 - 4. Golf Tournament at Emerald Greens, September 7, 2019
 - a. No personal alcohol on course, will put on advertisement and announced at the course.
- G. Accountant – Doug Edner
- 1. Handed out financial statements/report
 - 2. Closing books May 31, 2019
 - 3. Deposited \$175,000 in team checks
 - 4. We are \$10,619 in the black
 - 5. Doing pretty well.
 - 6. Pull tabs doing well this year
 - 7. Working with 5 families that have payments throughout the summer
 - 8. All volunteer checks went through – cashed \$4,750
 - 9. Two outstanding families that still have to make payments on ice bills
 - 10. Looking into purchasing Quickbooks for the association – boosters & gambling can use it
 - 11. Requesting authorization to purchase Quickbooks and a laptop
 - 12. Computer with Windows would be approximately \$450
 - 13. Quickbooks about \$100 per month (\$50 from RAHA, \$50 from Gambling), plus cost per employee

Andy Proshek stated that the finance committee did discuss these purchases.

Kyle Finn moves to approve up to \$2000 to purchase a computer, necessary software, and Quickbooks, Mike Staloch seconded, upon a vote motion was approved unanimously.

Jen Heusinkveld moves to split cost of Quickbooks between RAHA Operations and RAHA Gambling to keep Gambling separate, Kyle Finn seconds, approved unanimously.

Next month Doug will bring a draft budget for 2019/2020

Marc Tobias asked when each committee should have their budgets ready. Andy Proshek stated by the July meeting.

- H. District 8 Representative – Dan Nicklay
- 1. Asked if there are any questions about the District 8 meeting minutes
 - 2. Asked for input on b1/B2 for 10U and squirts.
 - 3. Jay Condon stated that it would be beneficial to have what we would have done if we had B1/B2 at squirts and 10U.
 - 4. Andy asked about what District 8 was asking for regarding Squirt C.
 - a. Dan Nicklay stated that they are looking into an East and West Division
 - b. Jay Condon stated that if there is B1/B2, District 8 may require A teams to carry a maximum roster size.
 - c. Discussion about the B1/B2 level for squirts and 10U

5. IGH thanked Rosemount for having two A squirts teams

4) **Current Business:**

A. Approve Gambling actuals for March and estimates for April & May

Cara Marx moves, Jeff Olund seconds to approve March gambblings actuals and April & May estimates. Passed unanimously.

5) **New Business:**

A. High School Scholarships (Kevin)

Kevin Bigalke summarized the applications. Six applications were received, 3 girls, 3 boys

The scholarship committee was Kevin, Cara Marx, Jen Heusinkveld

Kevin Bigalke moved to award high school scholarships to Reid Nelson and Emma Ginter & Payne Freske and McKenna Jacobson the RAHA scholarship, Jay Condon seconds, motion passed unanimously.

Any Board member interested in attending the High School Scholarship Awards Program let Kevin know.

B. Conflict of Interest Policy

1. Andy Proshok reviewed the conflict of interest policy
2. Board members need to discuss anything that may be perceived as a conflict.

C. Gambling Update/Proposal

1. Jen Heusinkveld gave the gambling report. Stated that we have gone through a number of changes and more communications will be coming.
2. Purse bingo revenue is down, due to having some winners, but doing well
3. Pull tabs - \$34,000 for April
4. Last year at this time (thru March) – Gross net profits were \$254,981, this year (thru March) at \$343,529
5. In the past, pull tab employees have received 5% raise, Jen is proposing the continue that practice. They been very helpful to Jen.
6. Marc Tobias asked what the gambling net revenue is, Jen Heusinkveld will provide a net revenue summary at the June meeting.

Cara Marx moves to increase pull tab employees hourly salary by 5% effective June 1, 2019, Jen Heusinkveld seconds,

-the Board discussed the salary adjustment.

Upon a vote the motion passes unanimously

7. The Board needs to approve electronic funds transfers. There are three that need approval
 - a. 3Diamond
 - b. Charitable Products

- c. cg made easy
- d. IRS (to pay taxes)
- e. MN Dept. of Revenue

Jen Heusinkveld moves, Marc Tobias seconded to approve the electronic funds transfer payments. Motion passes unanimously.

- 8. Electronic Pulltabs – they do not perform well. Jen asked Carbone's if the ePulltabs could be behind the bar.
- 9. Looking into using a pilot e-tabs program.
- 10. Proposes to change from the 3Diamond system to having the e-tabs behind the bar at Carbone's
- 11. Distributor get 34%, Carbone's gets 15% for hosting, RAHA gets 54%
- 12. RAHA gambling employees will double check Carbone's cash accounting of the e-tabs.

Jen Heusinkveld moves to change from 3Diamond ePulltabs to the Pilot e-tabs program into Carbone's, modify the lease agreement with Carbone's to allow the Pilot program to be behind the bar, use MPeters to allow for electronic funds transfer, and to increase the e-pull tab purse from \$1,000 to \$2,000, second by Kyle Finn,

Lisa Toll asked if we have ever communicated the RAHA pulltabs. Jen Huesinkveld said there are tents to put on the tables and flyers to announce that the Pilot e-tabs are available.

Upon a vote the motion passes unanimously.

- 13. Storage – rent for storage is being raised. We are out of space in our current storage facility. Jen Huesinkveld needs to find another storage facility with more space. Looking at a space that would charge \$110/month. We could get two sites at \$110/month. Andy Proshek is waiting for confirmation on the cost.

Jen Heusinkveld motioned to move to a new storage facility with two storage sites for gambling up to \$214 per month, and purchasing shelving up to \$500, Jeff Olund seconds the motion. Upon vote motion passes unanimously.

6) **Committee Reports:** (45 minutes)

A. **Operations** – Cara Marx

- 1. Fundraising – family, association, sponsorship, focusing on association fundraising.
- 2. Leprechaun Days – looking at doing an event, possibly "Pick-A-Duck"
- 3. Golf Tournament – continuing raffle, working to be compliant with Gambling
- 4. Beer Bash – November/December, buy a pitcher to raise money for association
- 5. Pig Roast – possible year end celebration
- 6. Next steps will be to look at Sponsorships
- 7. Family fundraising – not much to change

B. **Finance** –

- 1. Preliminary budget in June

2. Exploring electronic payment options
- C. Hockey Development – Marc Tobias
 1. 27 responses for interest to serve on the committee
 2. Hockey Development Committee members (HDC)
 - a. Bill Clifton
 - b. Lee Goren
 - c. Chris Lonke
 - d. Jared Hanowski
 - e. Erik Davis
 - f. Jenny Williams
 - g. Troy Campbell
 - h. Mark Kerschner
 3. IP Committee
 - a. Clay Kendhammer
 - b. Josh Stieler
 - c. Mike Maracle
 - d. Jenelle Kelley
 - e. Matt Kelsey

The IP committee will function as a subcommittee of the overall HDC. They will attend meetings with the HDC when we are discussing IP Matters. Marc Tobias thought this would be a good way to divide up the workload a little bit.

Marc Tobias reminded members that we are meeting with the HDC next Tuesday at 7:00PM in the RCC PDA room.

The IP Committee will meet the following week.

- D. Equipment – Marc Tobias
 1. socks will be done before tryouts
 2. jerseys done two weeks after tryouts
 3. names on both jerseys
 4. players pick 5 numbers for jerseys, and they will try to get them one of those numbers.
- E. Coaches – Mike Staloch
 1. focused on Bantam level
 2. have 4 names for Bantam AA – Trent Casper, Tyler Holliday, Troy Campbell, Richie Hauge
 3. Haven't focused on Jr. Gold/16U yet
 4. Interviews for Bantams will be next week
- F. Goalie – Kyle Finn
 1. Meet later in May
 2. Looking at some tweaks for next year
- G. Tournament Committee – Sara Marchese
 1. split boys and girls tournament committee to split up the work
 2. looking at tournaments in June for traveling teams

3. working with Boosters on jamborees
4. discussed teams adding an extra tournament, need to consult with the Board due to game limits
5. Need projections for teams from Hockey Development to start booking tournaments

H. IP – Ivan

1. working with player development
2. discussing how to run the IP level, work to develop to complete at A level for squirts

I. Communications - Lisa Toll

1. Handbook and bylaws are now separate documents
2. Need banner plaques to put on banners
3. Reviewed lessons learned from end of year survey
4. Sent out power point on Communications Committee plan
5. Setting up e-mail for eBlast requests
6. Need Dibs for 5 at-large communication committee members
Also 10, \$10 gift card to promote social media

Lisa Toll moves to approve up to 8 at-large members to receive Dibs (up to 15 hrs each) to serve on Communications Committee and 10, \$10 gift cards to RAHA concession stand to promote social media, Jen Heusinkveld seconds, upon a vote, motion passes unanimously.

J. Ice Operations – Andy Proshek

1. List of items from Chris Kalata to improve on
2. Work to structure ice schedule to have more games at RCC
3. Talked about dryland usage at the Pond

K. Officers – Andy

1. Working on employees, have classified them at independent contractors and will be reclassified as employees
2. Paid positions are Accounting, Ice Scheduler, Gambling Manager, Concessions
3. Working with Attorney to get structure right
4. Looking at Pay Simple for electronic ice bill payments
5. Looking at updating By-Laws, requires a membership vote

Future meetings –

Discuss the date of the July meeting

Jay Condon moves to change the July meeting date to the July 10, Mike Staloch seconds, upon vote approved unanimously.

L. Announcements

- a. Next meeting: June 5
- b. Future meetings: July 10, August 7, September 4

Jason Latzke moves to adjourn, Jeff Olund seconded, approved.

M. Adjournment