



Mound Westonka Hockey Association  
Meeting Agenda for Meeting 4/16/2018  
6:00 PM, Thaler Conference Room

1. **Meeting Called to Order by Vice President Flom – 6:06PM**

- a. Board members – Christine, Robin, Sara, Ross, Lawrence, Eric, Jason, CR, Benji, Machel, Tim
- b. Guests – Jack Henningsgard, Dave Peterson, Selmer Moen

2. **Approve Last Meetings Minutes**

- a. Discussion/Motion to accept March 2018 minutes as presented via email – CR motion / Jason 2<sup>nd</sup>, All in favor, none opposed

3. **New Board Members**

- a. An email vote was called by President Studebaker and held April 5-8. The following BOD applicants were approved by the current BOD:
  - i. Benji Rashleger – Marketing Director, 11-0
  - ii. Christine Biehl – Tournament Director, 11-0
  - iii. Ross Carlson – Hockey Operations Director/ACE Coordinator, 10-1
  - iv. **Ryan Johnson – Girls Program Director, 11-0 – Job change in past couple of days, has to resign position. [4/16] Potential alternate KC Kimbrel to apply ahead of next BOD meeting.**
  - v. Eric Beazley - Volunteer / DIBS, Alternate, 11-0
  - vi. Sara Reinholdz – Fundraising Director, 11-0
- b. Updated BOD Contact List, Address, Email, Cell Phone – BOD members to send contact info to Secretary to include contact info for MWA site and BOD contact list – contact list to include street address and phone
- c. USA Hockey Seminar, April 27-28 – Robin, Christine, Machel, Ryan, Ross and CR planning to attend.

**Agenda – Old Business Review, Committee Updates, Financial Update, New Business**

4. **Old Business:**

- b. CR to complete Network Solutions email set up ahead of the May BOD meeting.
  - Existing: President, Secretary, Webmaster, Tournaments, Registrar

Board of Directors	Email Recommendation	Hockey Operations Committee	Email Recommendation
President	<a href="mailto:President@westonkahockey.org">President@westonkahockey.org</a>	Mite Coordinator	<a href="mailto:MWHAMite@gmail.com">MWHAMite@gmail.com</a>
Vice President	<a href="mailto:VicePresident@westonkahockey.org">VicePresident@westonkahockey.org</a>	Squirt Coordinator	<a href="mailto:MWHASquirt@gmail.com">MWHASquirt@gmail.com</a>
Secretary	<a href="mailto:Secretary@westonkahockey.org">Secretary@westonkahockey.org</a>	PeeWee Coordinator	<a href="mailto:MWHAPEEWee@gmail.com">MWHAPEEWee@gmail.com</a>
Treasurer	<a href="mailto:Treasurer@westonkahockey.org">Treasurer@westonkahockey.org</a>	Tryout Coordinator	<a href="mailto:MWHATryouts@gmail.com">MWHATryouts@gmail.com</a>
Past President	<a href="mailto:MWHAPastPresident@gmail.com">MWHAPastPresident@gmail.com</a>	Skills Coordinator	<a href="mailto:MWHASkills@gmail.com">MWHASkills@gmail.com</a>
Hockey Operations Director / ACE Coordinator	<a href="mailto:MHWAHOD@gmail.com">MHWAHOD@gmail.com</a>	Hockey Operations Director / ACE Coordinator	<a href="mailto:MHWAHOD@gmail.com">MHWAHOD@gmail.com</a>
Registrar	<a href="mailto:Registrar@westonkahockey.org">Registrar@westonkahockey.org</a>	Goalie Coordinator	<a href="mailto:MWHAGoalies@gmail.com">MWHAGoalies@gmail.com</a>
Webmaster	<a href="mailto:Webmaster@westonkahockey.org">Webmaster@westonkahockey.org</a>	Ice Scheduler	<a href="mailto:mwhaice@gmail.com">mwhaice@gmail.com</a>
			Does this need to be different than Equipment? Tim currently holds both positions.
Equipment & Apparel	<a href="mailto:MWHAEquipment@gmail.com">MWHAEquipment@gmail.com</a>	Girls Coordinator	
Marketing	<a href="mailto:MWHAMarketing@gmail.com">MWHAMarketing@gmail.com</a>		
Fundraising	<a href="mailto:MWHAFundraising@gmail.com">MWHAFundraising@gmail.com</a>		
Volunteer/DIBS	<a href="mailto:DIBS@westonkahockey.org">DIBS@westonkahockey.org</a>		
Girls Program	<a href="mailto:MWHAGirls@gmail.com">MWHAGirls@gmail.com</a>		
Tournaments	<a href="mailto:MWHATournamants@gmail.com">MWHATournamants@gmail.com</a>		
D3	<a href="mailto:D3@westonkahockey.org">D3@westonkahockey.org</a>		
Player Recruitment & Rookie Camp Director	<a href="mailto:MWHAPlayers@gmail.com">MWHAPlayers@gmail.com</a>		
Alternate1	<a href="mailto:MWHAAlt1@gmail.com">MWHAAlt1@gmail.com</a>		
Alternate2	<a href="mailto:MWHAAlt2@gmail.com">MWHAAlt2@gmail.com</a>		
Info	<a href="mailto:Info@westonkahockey.org">Info@westonkahockey.org</a>		

To Create: Treasurer, Vice\_President, Contacts, Hockey\_Operations, DIBS, Fundraising, Marketing, MWAH\_Ice, Equipment

- AI – CR to complete ahead of May BOD meeting
- c. Review the Fundraising policy as submitted by Weltzin
  - Board reviewed and agreed that their needs to be a mandatory fundraiser for all players and that the organization should select and make available team fundraising options.
  - VP Flom asked that this policy be tabled until the new fundraising director is appointed in the April BOD meeting.
    - Sara to review – Potential for optional fundraising opportunities. Recommendation at May BOD meeting
    - Autographed memorabilia purchase in off-season – Motion to pre-purchase \$300 in signed Wild gear, Sara first,?? Second?, All in favor, none opposed
- d. Jan and Feb 2018 Meeting Minutes to be posted to MWAH website [DONE: 4/13]
- e. Mar 2018: President Studebaker called for an email vote to approved the Amended and Revised bylaws, dated 3/31/18. A 10-0 vote was recorded and the bylaws were approved. – Effectively expands the board from 11 to potential of 20 (posted for 30 days).
- f. Website Updates:
  - Follow up mtg on the website revisions/improvements - new google drive link to track the work:
    - <https://docs.google.com/spreadsheets/d/15yl0dKCUEigFP0PaMUudJHQh1LVx18q93xBOvJEtSm4/edit#gid=0>

- Team is planning to make updates in the off-season, CR to set up some time with Ngin
- Rachel – (NGIN employee) needs reach out develop the plan
- Robin to speak with CR and deliver a plan and timeline for the redevelopment / refresh of westonkahockey.org at the May Board meeting

g. Volunteer Hours

- i. A list has been sent by Erik to Machel of the families that may not have completed their volunteer hours
- ii. Machel to confirm with Maureen / Amy – re: Fire and Ice volunteers
- iii. Machel to review and provide a final, reconciled list
- iv. Machel to communicate with families that have not completed their hours and invoice outstanding \$75/hr.
  1. Dean to provide information on D3 tournaments for 2018-19

h. Charitable Gambling Follow-up and Next Steps:

1. Have a serious discussion with Carbone's regarding moving us in (tentative date 2019)
2. Meeting has not yet been scheduled with Carbone's management
  - Jason to take AI to meet with the leadership team and confirm our placement post acquisition of proper licensing

Jason met with Carbone's and has no firm commitment to get boxes in. BOD has to incur some upfront costs to acquire license, build out boxes, and hire gambling manager. More difficult to start up a new location v. taking over an existing locale.

- Shane spoke with the owner of Surfside. They have a one year contract with their current partner. They are curious about the full proposal for raffle tickets, meat raffles, bingo, other contests, football boards, etc.
  - MWA BOD – To complete work on complete fundraising and marketing strategy
  - Benji R. Motion to move forward with application for gambling license 2<sup>nd</sup> – Lawrence. Motion passes unanimously

i. Acquisition of hard-dividers for cross-ice hockey

- i. Both arenas

- i. Recommendation to have Orono purchase the dividers for Pond; MWAHA to reimburse Orono for 50% of the cost
- ii. Recommendation for MWAHA to purchase dividers for Thaler
- ii. Considerations with Bruce and crew on Storage
  - i. Ryan to research and make a proposal to Bruce/Sharon and Roger in the Rookie Camp meeting in 4/5 – Ryan to meet with Bruce as part of organizational transition will discuss dividers at that time.
  - ii. Competitive Analysis – which rinks have them
  - iii. Size & Storage
  - iv. Recommendation for storage and how the boards will be handled
  - v. MN Hockey currently has a grant program to help with expense

**5. 2017-18 Board Member Assignments / Reports Follow**

- i. President – Mark Studebaker
- ii. Vice President – Ryan Flom
- iii. Treasurer – Jason Trost
- iv. Secretary – CR Childers
- v. D3 Tournaments / D3 rep – Dean Swanson
- vi. Equipment & Apparel– Tim Niccum
- vii. Fundraising – Sara Reinholdz
- viii. Girls Program – Open as of 4.16.18
- ix. Hockey Operations – Ross Carlson
- x. Marketing – Benji Rashleger
- xi. Registrar / Safe Sport – Machel Whitmore
- xii. Tournament / D3 Tournament– Christine Biehl
- xiii. Volunteer/DIBS – Eric Beazley
- xiv. Web Master – Robin Halonen
- xv. Alternate – Shane Weltzin
- xvi. Alternate – Lawrence Nemechek
- xvii. Player Recruitment and Rookie Camp – Open as of 2.19.18

**Ad Hoc Committee Members**

Volunteer Coordinator – Erik Hanson

Rookie Camp Meeting report out: Met with Bruce and Sharon in early April. Sharon granted 5k to start rookie camp in 2016, 37 participants and 30 full sets of gear. 37 – 27 were boys, 20 converted to mites. With budget for 2018 we'd have been in the hole \$1500 – Sharon made decision to grant an additional 5k for next couple of seasons. 4 sets of larger gear, sticks, socks, jerseys, etc in budget for 2018. Ice donated directly from Thaler and 6 sheets already on books for 2018.

AI: Ross to check with Jake and travel coaches around getting players on the schedule for rookie camp in the fall. Tim to check with girls program.

CR has 9 sets of mite equipment stored at home. BOD to determine when to transition back to Thaler or to Rookie Camp.

Ice scheduling ahead of May BOD meeting. Teams / coaches to pull together calendars with blackout dates, tournaments, fire and ice, etc to ensure more efficient buying of ice. Clear expectations and guidelines ahead of actual ice buying on July 1. Ross to bring back recommendation from HOC for May BOD. Ice scheduling to be an agenda item in May / June ahead of buying on 7/1

**6. Financial Report –**

1. Review the 2017-18 financials with Tim to ensure the Girls Program expenses are finalized
  - i. Tim will work with Orono to ensure that the 2017-18 Girls Program expenses are charged out on a percentage basis
  - i. AI: Machel to send list of all non parent coaches to Jason to confirm payment has been executed
  - ii. Jason to continue work of reconciling pull May – July to confirm
  - iii. Ryan motion to accept financials Jan-Mar 2<sup>nd</sup> Machel – BOD unanimous approval

**7. New Business**

**b. 2017-18 Membership Survey Review**

- BOD reviewed results from MWHA year-end survey that covered participation, engagement, etc. BOD to share top-line deck with the association in the near future.

**c. Reimbursement for Level 4 classes?**

- a. \$250 cost of class, travel independent. Motion on the floor to reimburse Level 4 certification up to \$250 upon request. Request goes to Registrar and Treasurer will reimburse at end of season if coach completes their responsibilities. Tabled for May meeting.
  - i. AI: Ross C. to pull together costs for each level Registration, USA Hockey, etc

**d. Positive Coaching Alliance – Leadership Group session for BOD / HOC. Jake H [MWHS Coach] big proponent of changing the culture. Mark S to gather data and explore agenda for smaller group session. To be discussed at May meeting.**

**e. Hockey Operations Committee Responsibilities – All policy reviews tabled until the May 2018 BOD Meeting to give new members a chance to read and review policies ahead of making any changes.**

- i. Current Version:  
[https://cdn3.sportngin.com/attachments/document/0083/6321/Hockey\\_Operations\\_Committee\\_HOC\\_Structure\\_and\\_Responsibilities.pdf](https://cdn3.sportngin.com/attachments/document/0083/6321/Hockey_Operations_Committee_HOC_Structure_and_Responsibilities.pdf)
  - ii. Proposed Revised Draft:  
[https://www.dropbox.com/s/3tqyb91priptkhp/Hockey\\_Operations\\_Committee\\_HOC\\_Structure\\_and\\_Responsibilities\\_FEB%202018%20DRAFT.docx?dl=0](https://www.dropbox.com/s/3tqyb91priptkhp/Hockey_Operations_Committee_HOC_Structure_and_Responsibilities_FEB%202018%20DRAFT.docx?dl=0)
  - iii. Locker Room Policy
- f. USA Hockey SafeSport Policy  
[https://assets.ngin.com/attachments/document/0102/5710/SafeSport\\_Sample\\_Locker\\_Room\\_Policy.pdf](https://assets.ngin.com/attachments/document/0102/5710/SafeSport_Sample_Locker_Room_Policy.pdf)

USA Hockey is concerned with locker room activities between minor players, locker room activities between minor players and adult players, adults being alone with individual minor players in locker rooms, and non-official or non-related adults having unsupervised access to minor participants at sanctioned team events.

It is the policy of USA Hockey and USA Hockey In Line that all affiliates, districts, leagues and local hockey programs have at least one responsible adult directly monitoring the locker room during all team events to ensure that only participants (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. Any individual meetings between a minor participant and a coach in a locker room shall require a responsible adult be with the coach.

Further, responsible adults must personally monitor the locker room environment at all times while participants are present and also make sure the locker room is appropriately secured during times when minor participants are on the ice.

All responsible adults serving as locker room monitors should be gender correct and the co-ed locker room policy must be followed as described in the current USA Hockey Annual Guide. Monitors must be screened and meet all USA Hockey screening standards.

g. District 3 Proposed Locker Room Policy (2017-18 season)

4.4.1 In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to District 3's goals. District 3 adheres to USA Hockey's SafeSport Program as a means to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, District 3 has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

4.4.2. Rostered team coaches shall be responsible for locker room monitoring.

4.4.2.1 No player will be allowed in a locker room until a rostered coach is in attendance.

4.4.2.2 Direct and constant monitoring of locker room areas while any player is in attendance shall be practiced.

4.4.2.3 A minimum of 2 players will be allowed in the locker room at any time.

4.4.2.4 In the event of mixed gender youth teams, female players proceed to a separate locker room to dress/undress and then convene in a single locker room. A designated female shall monitor the locker room.

4.4.2.5 In the event of a girls' team with male coaches, a designated female shall monitor the locker room.

- h. MWAH Current Policy? Not currently live on westonkahockey.org  
<https://www.dropbox.com/s/gi7y1d1t6vdpisif/Locker%20Room%20Policy.docx?dl=0>
- i. Revised, DRAFT MWAH Locker Room Policy  
[https://www.dropbox.com/s/p91faylu39xmcw/Locker%20Room%20Policy\\_FEB2018.docx?dl=0](https://www.dropbox.com/s/p91faylu39xmcw/Locker%20Room%20Policy_FEB2018.docx?dl=0)
  - 1. BOD need to review and discuss/determine potential penalties for violating the policy
  - 2. Current penalties, as defined in the Coaches Responsibilities doc are: 1st Offense – 1 Game Suspension, 2nd Offense - 3 Game Suspension , 3rd Offense - Suspended until further notice.
- j. Parent Code of Conduct
  - i. Current Policy  
[https://cdn4.sportngin.com/attachments/document/0136/4154/Parent\\_Code\\_of\\_Conduct\\_2017-05-12.pdf](https://cdn4.sportngin.com/attachments/document/0136/4154/Parent_Code_of_Conduct_2017-05-12.pdf)
  - ii. Revised DRAFT MWAH Policy for review  
[https://www.dropbox.com/s/8jgt9g8yytc9b3v/DRAFT%20Parent%20Code%20of%20Conduct\\_MAR2018.docx?dl=0](https://www.dropbox.com/s/8jgt9g8yytc9b3v/DRAFT%20Parent%20Code%20of%20Conduct_MAR2018.docx?dl=0)
    - 1. Recommend embedding in Player Registration and posting to westonkahockey.org. Email out with to members before the season begins.
- k. Player Code of Conduct
  - i. Current Code of conduct embedded into MWAH Registration  
<https://www.dropbox.com/s/6mbaw8dgbj64oqe/Current%20Code%20of%20Conduct%20embedded%20in%20registration%20process.docx?dl=0>
  - ii. Orono Player Code of Conduct
    - 1. <https://www.dropbox.com/s/i410n5fobrd852g/PlayerCodeofConduct.docx%20%281%29.pdf?dl=0>
  - iii. NEW MWAH DRAFT policy
    - 1. [https://www.dropbox.com/s/q75u0818ul47j6q/DRAFT\\_%20Player%20Code%20of%20Conduct.docx?dl=0](https://www.dropbox.com/s/q75u0818ul47j6q/DRAFT_%20Player%20Code%20of%20Conduct.docx?dl=0)
    - 2. Recommend embedding in Player Registration and posting to [westonkahockey.org](http://westonkahockey.org). Email out with to members before the season begins.
- l. Grievance Policy
  - i. MWAH does not currently have a policy
  - ii. Orono Policy  
<https://www.dropbox.com/s/pkd5h00kw37yejo/Orono%20Youth%20Hockey%20Grievance%20Policy.docx?dl=0>
  - iii. NEW MWAH DRAFT policy  
[https://www.dropbox.com/s/w1g5dmix8t9t5ck/MWAH%20GRIEVANCE%20POLICY\\_DRIFT%20MAR%202018.docx?dl=0](https://www.dropbox.com/s/w1g5dmix8t9t5ck/MWAH%20GRIEVANCE%20POLICY_DRIFT%20MAR%202018.docx?dl=0)

m. Volunteer Policy & Agreement

i. Current Version Posted on MWAH / Documents

[https://www.dropbox.com/s/gqyyc70y7kjqotu/Volunteer\\_Agreement\\_Form.pdf?dl=0](https://www.dropbox.com/s/gqyyc70y7kjqotu/Volunteer_Agreement_Form.pdf?dl=0)

ii. Current Version Posted on MWAH as a part of the player registrations process

<https://www.dropbox.com/s/7srgo8po4lvlydk/Current%20Volunteer%20Policy%20embedded%20in%20MWAH%20Registration%20Process.docx?dl=0>

iii. Orono Policy

<https://www.dropbox.com/s/ddxh39ek13p5iao/Orono%20Youth%20Hockey%20Association%20Volunteer%20Policy.docx?dl=0>

iv. Volunteer/DIBS Director to Propose A Revised Draft

1. TBD – Need input on number of hours and buy out options and alignment

**8. Ajourn – Motion made by Sara, Selmer 2<sup>nd</sup> BOD unanimous approval Meeting adjourned 9:36 PM**

One additional item – on 4/27 an email vote to bring KC Kimbrel onto the BOD as the Girls Program Director was approved.

15 for, none against, one abstain

