



AC Girls High School Hockey
Booster Club Meeting Agenda
Monday, December 2, 2024
Meeting Room 1, 7:00 pm

Attendance:

Name	Position		Name	Position		Additional Attendees
Rick Mack	President	x	Susan Otto-	Treasurer	x	Erinn Staples
Lisa Reberg	Vice President	x	Jackie Thoennes	Secretary	x	Erica Cooper
Matt Cook	Head Coach	x				Aaron Zimmerman

November Agenda:

1. Approve November 2024 Meeting Minutes- post.
2. **Upcoming Special events/games:** **2024-2025 Special Events Schedule - Erica Cooper**
 - a. Add a link for sign up on the website and email to all parents- [AC Girls Booster Club: Special Events AC Girls Hockey 2024/25](#)
 - b. **Youth Night: 12/14/24**- Laura Hansen leading Youth Night; Bonnie Ducharme Photos [Planning Youth Night 2024_25 season - Google Docs](#)
 - i. See above link
 - ii. Jackie email Norm regarding youth night open skate between JV/Varsity 7 min helmets gloves- cookies- treats downstairs with table
 - iii. Budget \$75.00/snacks
 - iv. Additional cookies for the meal room (notes from 2023)
 - v. Anyone wearing jersey gets in the meeting room
 - vi. Create posters (8x11.5 is fine) to post around rink with/agenda for fans/youth that night- Erica
 - vii. Volunteers filled
 - c. **Alumni Game: 12/20/24**- need to get email out to alumni- [Alumni Night Planning 2024 - Google Docs](#)
 - i. See above link
 - ii. Budget- \$300.00; pizza's
 - iii. Rick SEND email to alumni for game.
 - iv. Volunteers filled
 - v. Needs for event- see above google docs:
 1. Food- pizzas/cookies, plates/napkins from pizza place
 - 2.
 - d. **Teacher Appreciation Night: 01/16/25**
 - i. No volunteers as of 11/25/24
 - ii. Letters to teachers for JV-Varsity to give teachers to come current or past, invite/RSVP- print out and give to players at practice give to players at game January 4th, Lisa volunteered to come to game talk to players on 12/14/24 and invites for players 01/06/24
 - iii. Budget \$200'sh
 - iv. Teacher appreciation folder-drive
 - v. Script read when announcing teachers for appreciation.
 - e. **Senior Night: 02/04/25- discuss January meeting-**
 - i. No volunteers as of 11/25/24-
 - ii. Email senior parents-
 - f. **Year End Banquet**
 - i. Senior parents organize, need to figure out what is to be done, need date and location-
 - ii. \$25.00/nonplayer - net \$4300
 - iii. Junior parents actually organize the event based on what the senior parents decide they want done
 - iv. Rick- Send email to senior parents - mid December along with Senior Night info
 - v. Approx budget \$6000 (spent \$5545 on \$5000 budget)
 - vi. Need to arrange for senior gifts, Carla Berg Award, other awards
 - g. **Team Pasta Feeds-**
 - i. 12/16/24- Meeting Room #1- PUB42 meal 40 players picking up at 5:45pm Lisa picking up and waters only need one pan of pasta not two
 1. Sign up for parents to bring garlic bread and salad
 - ii. 01/27/25- Otto's Hosting- ?TBD Status? Get on calendar?
 - iii.

3. **November bus trip:**

- a. Recap-
- b. \$2600 came in at \$2298 budget-for bus right in tac
- c. Thank you Cooks—Ann for making all the food—for players THANK YOU....
 - i. Any changes for next year? New volunteer to book hotels- Jackie is FIREDDDDD 😊
 - ii. Next year 2025 looking at Two Harbors- Duluth- area

4. **On-ice Team Photos: 11/26/24 at 3:30-5pm**

- a. Rick & Matt - Reschedule- during practice 11/26/24
- b. Bonnie emailed pictures, what's next, need to create a new file for pics?
- c. BANNERS for seniors need 8- what pictures to use? Jerry does layout format- email North Light Colors
- d. Erinn- Waiting for team composite posters from All Sport Photography for High Schools, rink display cases
 - i. Need to ask Mark/All Sport, he'll deliver the 3 large composites
 - ii. Jackie—Mark All Star Sport an 2-11X17 poster to give to cooper HS 3-Large format- and 2 11x17
 - iii. Need to get pictures to drive from Bonnie- Rick and Jackie working on pics 12/04/24- senior banner
 - iv. Keep this b/c we pay one fee for photo

5. **HOLIDAY CLASSIC 12/26-28/2024 Chair: Jackie Thoennes**

- a. Tournament Team next meeting 12/04/24 & 12/18/24
- b. Jackie email- Need payments from Two Rivers, Fergus Falls, OPC, \$50-need from Bloomington
- c. Matt- sign up for players- from Anne- Still working on it-
- d. Trophies are done, Jackie picking up and also tshirts, hats, beanie hats
- e. Susan has VENMO set up for payments
- f. Photographer for 1st day- with Bonnie for JV/Varsity
- g. Need bracket banner - Rick getting Jackie layout 24 x 36
- h. Update webpage- Erinn-
- i. Jackie update tournament page- bottom
- j. Block rooms stay/play at Hilton Garden Maple Grove
- k. Keeping admission same price- AC youth in for free
 - i. Susan- accept payments- VENMO/cash/check
- l. Sponsors- Lisa, coupons in the program, PUB? Matt- Wahlbergers?
- m. Captains going to Brueggers, Cub, Jets, Dunkin, Duffners
- n. Tourney App- Erinn Staples has set up need to make payment around \$100.00
- o. Lisa checking with Kendell to be announcer and which games will work for her- sent text to Jackie with info
- p. Getting donations for fundraiser/baskets= raffles- will announce winners Saturday AM, not at end of tournament
 - i. Frost Tickets- PWHL- 4 tickets= Thank you Erinn and Checking with other professional teams
 - ii. Checking with other business- Jen
 - iii. Pickleball basket- Anne getting donations
 - iv. Paid- contracts been signed- Cottage Grove/Hastings/Bemidji/Bloomington (short \$50.00), Rick check with Rebecca/Larry- Confirm teams Jackie reach out to teams haven't paid
 - v. 2023- \$5000.00 (not correct was \$1115.00 for silent auction)- fundraiser/silent auction = \$1000.00- programs

6. **Booster Communications- topics**

- a. Center Ice- Aaron sent email out 11/04/24- for sign up
- b. Volunteer GameDay- sign up, how is it looking?
- c. Little Wings- Natasha Lavoie
- d. Anne Mack LRM snacks

7. **KNOCKDOWN Tournament- meet sign up for players/parents to work**

Start here w/ revisions for December agenda (remove done items and add any new items)

President Report: Rick

New Business:

- 1. Locker room remodel package-

Old Business:

- 1. Rick **DONE Future/2024-2025 season:** For Center Ice room: proposal to get a sign to advertise the room is open for family/fans/players, will keep cost under \$50

Vice President Report: Lisa Reberg

New Business:

- Lisa- Camp Bow Wow- on warm up jerseys- Lisa will be ironing, after 12/03/24 home game
- Lisa- update sponsorship on website
- Future/2024-2025 season:** Lisa sending out email reminder- Fundraising idea: Frankies, needs to know timing- 3 weeks to get frozen pizza, after order, begin sales November- December 19 pizza delivery to rink and pickup
- Lisa has list of who ordered pizza get from Frankies- \$5.00/pizza sold for players
CONFIRMED - 10-28-24 to 11-18-24 turn in date delivery date 12-19-24
- Suggest to voluntold parents/guardians to assign for game duties etc

Old Business:

- Stick stickers- on order as of 11/05/24

Treasurer Report: Susan Otto

Bank Status:

- P & L Balance: \$
- Current Bank Balance 12/02/24: \$24,750
- Incoming since last meeting: fundraising & donations & Holiday Classic team payments

New Business:

-

Old Business:

- Budget items to note:**
- Coaches** salary- budget cuts-
- Sponsorships- not getting like last year under, as of 11/05/24 we are \$5000.00 less than this time last year.
- 15 families** paid so far as 11/05/24

Coach Report: Matt

New Business:

- Banners....lets get them ordered.
- Planning next year bus trip beginning of Feb Duluth Stars/Two Harbers

Old Business:

- 2024-25: new equipment needs:
 - Need to wait for Fall to place the order, need roster names and numbers
 - Matt will do inventory of equipment needs for the budget meeting: Started with Mark.
 - New bags
 - CCM Parkas (need to get jacket order done early in the summer)
 - New gloves (down to 3 in size 12 and need more of them)
 - White jerseys to replace upcoming year's senior's jerseys (replace them 1 yr ahead of schedule)
 - Lisa: checking with sponsors regarding warm up jersey
- 2024-25 Game Schedule
 - Home Game (vs OPC) scheduled for 12/14: need to adjust time of game to fit into Youth Night schedule??
- 2024 Holiday Tourney: Hastings took Princeton's spot, all 7 teams signed contracts (*Larry/AHS AD will deal with the contracts*)
 - Next year's Dates: 12/26 - 12/28/2024 (dates are on the calendar, need 2024-25 season tags added)
 - JACKIE- Raised fee to \$1250, two teams have paid- Jackie checking-email Larry- no response as of 08/05/24

Future/2024-25 Season:

- Next year's bus trip: Rock Ridge (Eveleth area) and Hibbing, November 22- 23, 2024
 - Jackie- hotel *Need Player and Parent Hotel coordinator-*
 - Needs to be added to calendar*

Secretary Report: Jackie

New Business:

1. How many teams paid for the Holiday Classic (see above)
- 2.

Old Business:

1. **Updates to Google Shared Contacts lists (Allison)**
2. Conduct training session on managing the website
 - a. tags and getting upcoming season added to the tag list
 - b. managing pages based on what's happening in the season
 - c. Updating pages in a timely manner
 - d. Adding links for in-season photos (social media person) to main page- Erinn
 - e. adding monthly minutes (secretary) to Booster Board page
3. Timetable for transitioning out of secretary role> work with Jackie
4. Allison set up new 2024-25 Season docs in shared Google Folder ([AC HS Girls Hockey 2024-25 player list](#))
5. Review hotels reservation list for player/parents November trip- booked Team staying at Quality Inn in Virginia on 11/22/24 and parent hotel block rooms reserved at AmericInn in Virginia on 11/22/24

Future Items:

1. Suggestions to the city:
 - a. Fix rink heaters on the bleachers side of the south rink.

Social Media/Website: Erinn

Website/Pages/Calendar updates

- 1.

Social Media posts

Next Month - August Agenda :

Future agenda items:

1. **May/June** booster schedule: pick the date for the alumni game on December 12/20/24. The rink mgmt wants us to ask for this ice in june/july) and book meeting room 1 for the after skate pizza party
 - a. Contact Youth Association Webmaster to get 2024-25 season JV and Varsity Tags added to website and attached to Girls HS hockey main tag

CURRENTLY SELECTED TAG(S):

Armstrong Cooper Youth Hockey Association

Armstrong Cooper Girls High School Program AC HS Girls V (2023-2024) AC HS Girls JV (2023-2024)

Select All Tags Clear All Tags

Teams

Armstrong Cooper Girls High School Program

Armstrong Cooper Girls Varsity (All Seasons)

AC HS Girls V (2023-2024)

AC HS Girls V (2022-2023)

AC HS Girls V (2021-2022)

AC HS Girls V (2020-2021)

- b.
2. **June:**

- a. order CCM Parkas from All Star - order replacements (estimate the # we would need to order)
- b. Decide on fundraisers;
 - i. If Golf Tournament is included, find an event coordinator and start actively planning event, contact New Hope Golf Course to secure a date
3. **July:** call Matt Remore at NHIA and book out meeting room 1 for all booster board meetings for the 1st Monday of the month for the upcoming season (switch to room 2 for months where we meet on the 2nd Monday due to holidays, b/c youth meets in room 1 on those days)
 - a. Add dates to the 2024-25 schedule for the season
4. **August:** Assign dates for special events. Once assigned, email Mark Severson and Matt Remore at the rink with the schedule, and book meeting room 1 for each event night.
5. Add pasta feeds/breakfast to calendar
6. The NEW Cooper Activities Fair need tri-fold- by Aug 14, 2024 Sept 3, 9am-noon

2024-2025 season:

Submissions for Hennepin County Grant, needs to be submitted by City, need to get info together for proposal

Proposed Capital improvements for locker room (Rick and Matt) > Look at [KJ Branding](#) site for examples

1. **Have \$3600 approx to carry over to next season's budget (2024-25)**
 - a. Future improvements:
 - i. Stick shelving area: [Ask to break out those stick areas for building this year](#)
 - ii. Rolling carts for Sparks machine, tape, etc.
 - iii. New stalls
 - iv. New stick racks
 - v. New weight rack in JV room
2. Project Progress:
 - a. July 2023, Rick drafted proposed plan for remodeling
 - b. Fall 2023: Rick Sent plans to 2 millwork contractors, will reach out to 3rd, awaiting numbers
 - c. 1/8/24: No more spending on this topic this season
 - i. Rick got numbers back from contractors.
 - ii. Rick: Contact Rink > put kick plates back on the newly wrapped locker room doors, the rink should have them from when they took them off or buy new ones. Make sure they all are uniform in size.
3. **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.
 - a. Lisa Reberg will look at grants when plans are more finalized
 - b. *LR, MC and RM to meet and review plan and get overall budget together*
 - d. **Event Coordinator:** manage and organize events during the season, direct volunteers.- Erica Cooper, is yes.
 - e. **Volunteer/Game Day Ops Coordinator:** set up and manage SignUp Genius shifts for Game Day Ops and events.- Aaron Zimmerman is yes.
 - f. **Update on 2024-25 game schedule added:**
 - i. 11/30/24 game vs Shakopee-away
 - ii. 12/14/24 [Youth Day](#) Jackie talked to Norm 05/19/24 and he told me this is a yes.
 - iii. 12/20/24 [Alumni Game](#)
 - iv. 01/16/25 [Teacher Night](#)
 - v. 02/04/25 [Senior Night/](#)

Last week Sept 28 starts Captain Practice-

Meeting adjourned: 8:20pm