

New Prague Hockey Association
Regular Meeting of the Board of Directors

Meeting Location: Google Meets
Wednesday, March 10th, 2021 7:00 P.M.

Meeting called to order at 7:03 p.m.

NPHA Board

President	Sam Blank	present
Vice President	John Prokopec	present
Secretary/Registrar	Miranda Vertnik	present
Treasurer	Krystal Beedle	present
Manager Director	Brian Christensen	present
Communication Director	Jess Snyder	present
Fundraising Director	Brian Vosejka	present
Board Member at Large	Brad Breggemann	present
Past Board Member	Jason Ashley	absent

Coordinator Positions

NPACC Manager	Kevin Cassidy	absent
Gambling Coordinator	Nate Borwege	present
Ice Time Coordinator	Tyler Kienow	absent
Assistant Ice Time Coordinator	Cory Johnson	absent
HDC Coordinator	Joe Franck	present
Volunteer Coordinator	Jen Mushitz	present
Concessions Coordinator	Brea Applen	present
Mite Coordinator	Brad Breggemann	present
Outdoor Ice Coordinator	Jeremy Denzer	absent
Equipment Coordinator	Troy Gilbertson	absent
Tournament Coordinator	Eric Steinhoff	absent
Sponsor Coordinator	Sam Blank	present
SafeSport Coordinator	Mike Franklin	absent
Clothing & Apparel Coordinator	Sarah Hartman	absent
Recruitment & Retention Coord	Sara Westing	present
Concession Stand POS Specialist	Erick Christianson	absent
COVID-19 Point Person	Cameron Stoltz	absent
COVID-19 Point Person	Sarah Donovan	present

Others present: Rick Carey (NPHA parent and VP candidate);

I. REPORTS

- 1. Secretary's Report (Miranda Vertnik):** The Meeting Minutes for February 2021 were shared with the Board on February 11th. A motion was made by Brian C. to approve the February 2021 Meeting Minutes, which was seconded by Jess. Motion carried (7-0; 2 Board members absent for vote).
- 2. Treasurer's Report (Krystal Beedle):** The Treasurer's Report for February 2021 was shared with the Board on March 9th. It was noticed that the report that was submitted

to the Board was dated February 10, 2021, rather than March 10, 2021. Krystal sent an updated version of the financial reports during the meeting, which the Board will review and wait to submit a vote to approve until after everyone has had the chance to review the documents. Krystal summarized the updated financials at the meeting and noted that the February ice bill amounted to just under \$28k, she and Nate are in discussion over which account will pay this bill, the gambling account will likely pay most or all of this bill – Nate just needs to run some numbers to ensure that the gambling account can handle this large expense. Expenses paid included the Faribault ice bill and the PLSHA 10U/Squirt Tournament fees. She reported that NPHA received \$7,500 from Scott County for the COVID Relief Grant that Brad B. applied for on behalf of the association. Thank you, Brad, for your work on this! We will be receiving payment from PLSHA for usage of the NPACC for the upcoming tournament we have partnered with them on. Krystal reported that she will be writing off an outstanding bill of \$1,043 that was past due from the 2019-2020 season for one of our association families. This was discussed further and the Board agreed to leave this outstanding bill on the accounts receivable rather than write off the expense at this time. As we will have new Board members joining next month, we will leave this information on the report for now. This family will not be allowed to register for hockey with NPHA in the future due to their outstanding past due balance. Krystal shared that some of the upcoming expenses will include the March ice bills, xHockey, and our liability insurance payment. It was noted that skating instructor, Butch K, was able to add in some additional ice times with NPHA, he will be submitting that billing to Krystal. Miranda noted that she will be sending a list of 2nd year Bantam players who paid their \$200 deposit at registration to Jen for confirmation on who has completed their required 22 volunteer hours. We will be sure to refund those deposits to families who met the required hours. Discussion was given to the placement of the SQ/10U tournament on the financial reports, it was listed with regular tournaments. It was suggested to move this item to the D6 category for budget planning purposes.

3. Gambling Report (Nate Borwege):

Nate shared the Gambling Reports for January 2021 and a partial report for February 2021 prior to the meeting. Pull tab games resumed at Fishtale in mid-January, but have not resumed at Carbones (it was noted that Carbones will not resume pull tabs until restrictions are lifted on bar seating). Raffle calendars were collected at the end of February and the drawing occurred on March 1st. Winners are announced on the website, which is updated every Sunday with that week's winners. Susan Murphy will be contacting the winners and mailing the checks out. Nate reported that he is in ongoing discussions with Giesenbrau Bier Co about implementing a pull tab program at their establishment. Nate requested pre-approval for the following expenses: accounting services; pull tab games & products; February rent at the Fishtale; and gambling taxes and fees. A motion was made by Jess to approve the January 2021 Gambling report and the Pre-approvals for Allowable Expenses and Lawful Purpose Expenditures, which was seconded by Brian V. Motion passed (8-0; 1 Board member absent for the vote).

II. OLD BUSINESS

1. Upcoming Board Elections, Coordinator Appointments, and HDC Appointments:

- i. **Board Positions:** An association-wide email communication was distributed on February 22 calling for interested candidates to state their intent to run for one of the four available Board positions up for re-election by March 5th. Interested candidates were given a template to follow to write up their personal bio to be included on the election ballots – bios were all received from the interested candidates by the due date of March 9th.

- 1. **Review of Candidates**

- a. **Vice President** – 1 candidate
 - b. **Treasurer** – 0 candidates
 - c. **Manager Director** – 1 candidate
 - d. **Board Member at Large** – 2 candidates

- 2. **Timeline of Election:**

- a. **Voting:** Ballots will be distributed electronically via Survey Monkey (ballot responses will be anonymous and limited to one ballot per/email address) to all association members on March 12th and voting will close at 5pm on March 19th.

- i. We discussed whether we should or need to seek approval from the association on an amendment to the bylaws on this year's ballot so that we may hold electronic elections in the future. Miranda will follow up with the attorneys to see if this is necessary and seek their guidance on how best to write up such a proposed amendment.

- UPDATE AFTER THE MEETING:* Miranda was in contact with Eric Brever, attorney, on March 11th about this issue and he indicated that his interpretation of Section 2.8 of the Bylaws gives the Board the authorization to conduct our elections electronically. He did suggest that we consider modernizing the language about the elections within our Bylaws, but did not feel that this is necessary until we have additional required Bylaw changes.

- ii. At this time, we do not have any interested candidates for the Treasurer position. The Board reviewed the Bylaws pertaining to Board Vacancies during the meeting and determined that the Board may vote to approve a qualified candidate to fill an empty position on a temporary basis. We will continue efforts to seek an interested party to hold the Treasurer position for a one-year term, until the association can vote on said party at the next election for the remainder of the two-year term.

- b. **Communication of Results:** Election results will be communicated to the association after the results have been calculated and the Board has approved the results.

- ii. **Coordinator Positions:** An association-wide email communication was distributed on February 22 asking for interested volunteers for our Coordinator positions to communicate their interest to Miranda and Jess by March 5th.
 - 1. **Approval of Coordinator Positions listed in Handbook:** Approval of these coordinator positions will occur at the April Board meeting.
 - a. **Returning Applicants** Volunteer Coordinator – Jen M; SafeSport Coordinator – Mike F; Equipment Coordinator – Alison & Troy G; Clothing & Apparel – Sarah H; Gambling Coordinator – Nate B; Outdoor Ice Coordinator – Jeremy D; Mite Coordinator – Brad B
 - b. **New Applicants** HDC Coordinator – Tim A has submitted his interest in this position. The HDC will review this and make their recommendations to the Board about the position.
 - c. **Open Positions** Recruitment & Retention – current coordinators have stepped down from this role; Concession Stand – Brea has indicated that she would like to offer someone else the opportunity to fill this role, if there are no takers, she is willing to help out; Ice Time Coordinator – Tyler does not wish to continue this role, need to see if his assistant is interested in the position for next year; Tournament Coordinator – the current coordinator indicated that he wanted to see how things went this year in this position before committing to another year in the role; Sponsorship Coordinator – Sam B has indicated that he will continue to help with this role until it can be filled by another association member. The Board will need to continue recruitment efforts to fill these open positions.
 - 2. **Temporary Positions added in 2020 (Covid-19 Point Persons and Concession Stand POS Specialist):** Sarah Donovan has indicated that she will continue to assist as the COVID Point Person next season if needed, but noted that it will be essential for her to have additional support as this role has taken a significant amount of her time. Discussion was given to potentially adding a COVID-19 Point Person to each team that would be the initial point of contact for association members and they would then report up to Sarah. Or, similarly, to having a point person assigned to each level of play. We will continue discussions with Sarah on how best to support her in her role as we head into the next season. We need to gather more information at this time regarding the progress of setting up the POS system in the Concession Stand.
- iii. **HDC Positions:** There can be up to 12 volunteers on the HDC in addition to the NPHA Vice President, HDC Coordinator, Mite Coordinator, Boys HS Head Coach, and Girls HS Head Coach. HDC positions are two-year terms on an alternating cycle. This year, however, we have seven HDC positions

available as one HDC member is moving out of the area before the end of their term.

- 1. Timeline of HDC appointments:** Interested persons are to complete an application (link was sent out to the association on February 24th) by 5pm on March 26th. The HDC will then review the applicants and provide their recommendation to the Board before the April Board meeting. We will review the recommendations at that time and vote on HDC membership. As of this date, we have received three applications. An email reminder will be sent out to the association about the deadline for these applications. It was noted, however, that we are not required to fill all seven open positions, we just have the option to fill up to that many positions.
- 2. NPHA End of Season Questionnaire:** Jess sent a draft of this out to the Board prior to the meeting. Joe Franck asked if a copy could be sent to him to review before we send it out as he may have some suggestions from the HDC Coordinator perspective. John suggested that we consider adding questions about interest in participation at the Junior Gold level to the survey. It was agreed that we should be gauging interest in this, but that we may consider sending a separate Junior Gold specific survey to our Bantam level players, rather than include them on the survey for the entire association.

III. COORDINATOR UPDATES

1. President

- i. **NPACC Manager (Kevin Cassidy):** Sam reported that he had heard that a presentation was given at last week's Rotary Club meeting about the need for a second sheet of NP ice. It was a reportedly a good presentation and that there was some acknowledgement about the need for a second sheet. It was reported that Eric Brever will be drafting a petition to be circulated for signatures and then presented to the City Council. NPHA had asked Kevin if we might be able to get another Live Barn camera installed, he is looking into this.
- ii. **Gambling Coordinator (Nate Borwege):** No further updates at this time.
- iii. **SafeSport Coordinator (Mike Franklin):** Prior to the meeting, Mike shared information about a SafeSport report he had received over the weekend pertaining to alleged bullying behavior. This was discussed during a Closed Session after this regular meeting.

2. Vice President

- i. **HDC Coordinator (Joe Franck):** Joe reported that discussion about where to rent ice next season was held at the last HDC meeting. There is uncertainty about whether ice at St. Olaf will be available next season as they did not allow outside groups to use their facility this season due to the pandemic. Feedback about ice usage at Faribault was mostly positive this season and the drive time there is pretty comparable to St. Olaf. Tom Huber will be reaching out the Faribault facility to plan ahead for rental of their ice next season. We plan to renew another two-year contract with xHockey and plan to keep the Tuesday night time

slot with them as that has worked out very well this season. The HDC would like to increase our budget with skating instructor Butch in order to have him with our association every week, rather than every other week. Butch is willing to dedicate Monday evenings with our hockey program next season. The HDC is also in discussions about moving the MEGA goalie training sessions to Wednesday evenings (Wednesday is typically a difficult night for scheduling hockey due to religion classes, but with goalie training we might be able to make this work). It was noted that there has been a bring drop off in participation in the Team Genius program, this is likely because schedules have been so condensed and busy in the end of this season. The HDC is looking into how this program can be used in the off season. Next season, the HDC is planning to have the Ice Time Coordinator schedule in "Evaluation Day" sessions into the teams' ice time – these will be dedicated days for coaches and their teams to re-test the players on the skills they demonstrated during tryouts. This will allow coaches and players to have a better sense of player development over the course of the season. It was noted that the HDC would like to have the Board reconsider the precedent that was set someone last season regarding disciplinary response to a coach ejection from a game. At some point last season, it was determined that if a coach was ejected, but it wasn't documented on the score card then no disciplinary action was taken. John noted that he does not feel this is a good benchmark for making these decisions and indicated his support for investigation by the disciplinary committee into any known coach ejection. An investigation and ruling by the Board will allow for documentation to follow these incidents and help with coach selection the following season as coaches are expected to follow a code of conduct. Sam and the rest of the Board thanked Joe Franck for his years of hard work as HDC Coordinator, a role he is stepping down from at the end of this season.

- ii. **Mite Coordinator (Brad Breggemann):** Brad reported that he is looking into setting up a Mite level goalie clinic for the end of the month. In order to have this facilitated by MEGA, it would have to take place over 3/29-3/31. However, it was noted that the ice is scheduled to be removed those days. If the ice removal is delayed, the goalie clinic will be held as a "Post Season Clinic" because the regular season is scheduled to end on 3/28. It was suggested that we consider holding it within our regular season, but have our experienced goalie coaches facilitate the clinic rather than MEGA. There was some question if that could work due to limited ice openings between now and the 28th. Brad will look into these possibilities and communicate with the intermediate and advanced Mite families when the details are available.
- iii. **Ice Time Coordinator (Tyler Kienow):** It was noted that Tyler does not intend to continue this coordinator position next season. Members of the Board were under the impression that his assistant, Cory Johnson, would be filling the role next season, but he did not respond to the email asking Coordinators to state their interest in positions for next season. John will be checking with him to see what the plan is for next season.

- iv. **Equipment Coordinator (Troy Gilbertson):** Communications will be going out to teams to return pucks and goalie equipment to Troy ASAP at the end of the season as we had problems collecting equipment last season.
3. **Treasurer**
- i. **Concession Stand Coordinator (Brea Applen):** Brea shared that the concession stand has been emptied of all items, as apparently some of the NPACC staff had been taking food/drink items and leaving money with a note behind. The concession stand has been closed all season so this should not have been occurring. Brea was thanked for her many years of service in her Coordinator role, which she intends to step down from at the end of this season. She has indicated that she would be willing to help train in her replacement when one is identified, or to help with the role if there are no interested individuals.
 - ii. **Volunteer Coordinator (Jen Mushitz):** Jen reported that we have a Tournament Team identified to carry out the volunteer duties necessary for the end of the season tournament that will be held in NP. It was noted that this “team” approach is the way to go moving forward, it has been a big stress relief for the Tournament Coordinator. She reported that she also has her final reminder emails ready to go for the families who still have yet to complete their 22 volunteer hours. There are still more than enough opportunities available for folks to get their hours completed. She noted that this season there were several teams that had families who did not need to complete “concession stand” hours as they already held a coaching, coordinator, or Board position. Thus, there were many team managers who were having a difficult time finding volunteers to do things like run the clock, scorecard, or music at games and the managers ended up having to do these tasks themselves.
 - iii. **Concession Stand POS Specialist (Erick Christianson):** No updates at this time.
4. **Secretary/Registrar:** N/A
5. **Fundraising Director**
- i. **Tournament Coordinator (Eric Steinhoff):** No updates at this time, Eric is just waiting to get notice of the teams who will be participating in the end of the season D6 tournament.
6. **Communications Director**
- i. **Sponsorship Coordinator (Sam Blank):** Sam reported that he had a \$500 check from Chevy to drop off. He also noted that he has a bunch of t-shirts, which we will likely save for hockey fest next year.
7. **Board Member at Large**
- i. **Recruitment & Retention Coordinator (Mike & Sara Westing):** No updates at this time.
8. **Past Board Member:**
- i. **Clothing & Apparel Coordinator (Sarah Hartman):** We made \$1,000 profit on the NP Hockey hats fundraiser that ran in February. This was a great new opportunity presented to us by one of our association members (Nick Wagner), who did a great job facilitating this fundraiser.
9. **Manager Director**

- i. **Outdoor Ice Coordinator (Jeremy Denzer):** The outdoor ice team will work on repairs to the warming house in the off season. Brian had asked for a count of the hours that were used by the association on our outdoor ice rink, which was a reported 45 hours this season. The Board should consider the costs to maintain this rink and determine if it is worth the value of using it, or if we should consider renting ice elsewhere.
- ii. **COVID-19 Point Persons (Cameron Stoltz & Sarah Donovan):** Sarah noted that we currently have two teams in Quarantine. On one of our teams (Bantam C) we have 5 players out due to symptoms or a positive Covid test, MDH is following this closely as three positive cases or more is considered an “outbreak.” Sarah noted that the Board’s recent decision to cancel all games with Carver County teams was the right decision in light of the increased cases of the new Covid variant. MDH had recommended a two week pause on all youth sports activity within Carver Co, but D6 said it was up to teams whether or not they would welcome a Carver Co team to play at their ice during the pause. Sarah shared that she had been in attendance of a meeting where the status of cases within Carver Co was discussed and noted that the youth hockey program was definitely one of the programs affected by the recent outbreaks within that county. Sarah was thanked for her hard work in a very challenging role this season and the Board asked for her feedback on what might be the best way to approach her position in the coming season. She noted that she (or anyone in this role) would need additional support as it has taken up a significant amount of her time. She recommended that there is a Covid Point Person assigned to every team (not the team manager) that would report to a person in her position who takes the information from MDH, MN Hockey, etc. and gives direction to the association and the team point persons. She noted that people had expressed concern that some players were not attending practice, possibly due to symptoms, but were not reporting this to her or Cam. A point person on each team would know more about what is going on at the team level and be able to follow up with those families to ensure that the proper protocol is being followed. It was noted that there are three Squirt level games scheduled with teams from Carver Co on 3/21 (for now, the pause is to be lifted on 3/22). The Board had agreed to wait until more information was known about the status of things withing Carver Co before cancelling these games as they were scheduled so close to the end of the pause. However, Sarah noted that the information coming out of Carver Co does not appear to indicate that things will be improved there by that time. Thus, the Board agreed to cancel these three games now so that replacement games can be scheduled for our Squirt teams. Brian C will contact the CCHA to inform them of the cancellations.

IV. NEW BUSINESS

1. **Annual Hockey Fundraiser:** On February 28th, Jess forwarded an email to the Board from the Hockey Fest planners with an update on the event they are planning for the off season. Normally Hockey Fest is held in March at the end of the season, in light of the pandemic and the rules limiting public gatherings in an indoor space, we have asked our planners to consider an event in the off season or one that could be held virtually. Most teams have already put together and turned in their silent auction team baskets and the

planners have been working to gather other donations for raffle items. Their proposal is to hold an event at the Park Ballroom in NP on April 30th. The team is seeking businesses to sponsor the event so that all profits go back to the association. The team is looking for some help in identifying possible sponsors, bean bag boards for a bean bag tournament, as well as a DJ we could use to MC the event. There was much discussion about whether we should hold such an event at that time, or if we should ask the team to consider pushing the date out further. Brian V will reach out to them to see what information they have on specifics about maximum capacity for the venue in light of the restrictions and if they might consider an event in the summer when it can be held outdoors. There was concern that with max capacity of 300 people, could/should we hold an event that cannot accommodate the full association membership should more than 300 people wish to attend. Brian V will follow up and report back.

V. BOARD MEMBER UPDATES

1. **Fundraising Director (Brian Vosejka):** No updates at this time.
2. **Communications Director (Jess Snyder):** Jess reported that picture day went well and that she had received a lot of positive feedback about the venue (Park Ballroom) that was used. Pictures have since arrived and been distributed to the team managers. Unfortunately, one team has still not received their pictures, Jess is working with the photographer on this. Also, one team was missing a coach from their photo, despite it having been proofed and approved.
3. **Manager Director (Brian Christensen):** No updates at this time.
4. **Past Board Member (Jason Ashley):** Jason was not in attendance at the meeting this evening and he did not pass along any updates prior to the meeting. His absence is considered unexcused as he did not notify the Board of his absence until 9pm this evening, this is his second unexcused absence this term.
5. **Board Member at Large (Brad Breggemann):** No further updates at this time.
6. **Treasurer (Krystal Beedle):** No further updates at this time.
7. **Secretary/Registrar (Miranda Vertnik):** No further updates at this time.
8. **Vice President (John Prokopec):** No updates at this time.
9. **President (Sam Blank):** Sam shared his thanks to each of our Board members whose terms end next month (John, Krystal, Brad, and Brian C.) for all of their hard work and their dedication to NPHA. He noted his personal appreciation to each of them for making his job easier as he was new to his role this past year. He reflected that he has felt this Board has been phenomenal and has always done what is best for our members.

Motion was made by Brian C to adjourn the meeting and seconded by John. Motion carried (8-0; 1 Board member absent for this vote). Meeting adjourned at 9:55 p.m.

Meeting minutes prepared by Miranda Vertnik, NPHA Secretary/Registrar