

West Fargo Hockey Association Board Meeting

Board Meeting Minutes: January 21, 2018

6:00 PM West Fargo Sports Arena, West Fargo, ND

Board Members:

Present: Brad Saville, Brent Kuehne, Eric Nelson, Jessi Kuhn, Joel Honeyman, Josh Benson, Rob Otterson, Ryan Endres, Shana Wilson, Corey Moos, Anthony Houkom

Absent: Drew Lickness, David Chapman

Quorum present? Yes

Others Present:

Gaming Manager: Jason Campbell

Hockey Director: Jason Gregoire

Office Manager: Julie Fraser

Others: Kristen Cigelske, Dave Benson

PROCEEDINGS:

· **Meeting called to order** at 6:02 p.m. by President, Jessi Kuhn.

· **Minutes Approved** Motion made by Joel Honeyman to approve the December 17, 2018 minutes. Seconded by Anthony Houkom. Approved by all and passed without dissent.

Presidents Report

Jessi Kuhn

USA Hockey Registrar & SportsEngine Registration

Kuhn started transitioning the USA Registrar role to Julie Fraser, Office Manager, as well as birth certificate certification. Kuhn will also have Fraser work with Molly at SportsEngine to become primarily responsible for registration and become a SuperUser.

Rob Otterson and Josh Benson enter.

Coaching and Gaming Staff

Kuhn reported on the HR policies and procedures Fraser has put into place as far as contracts, documents, employee files, etc. Kuhn would like to continue to have Fraser put these policies and procedures in place, upon approval from the board.

Compensation Committee

Compensation Committee was created upon board approval earlier in the year made up of the Executive Vice President, Treasurer, VP of Business Operations and VP of Hockey Operations. This committee is tasked with setting the policies for total compensation of the staff and then reviewing and setting compensation on an annual basis. As a first step, clear job descriptions for reach of the key employees will take place. Kuhn would like this group to explore further expansion of the committee's role to the paid gaming and hockey employees as well. Honeyman indicated this committee has just started assembly and can be discussed in the future.

Reimbursement

Kuhn stated that in the past we had reimbursed all paid employees and volunteers for certification and training. She was unsure if we are paying now but had been done in the past. Honeyman made a recommendation to Ryan Endres to do some research and present the board with a proposal for the 2019-2020 hockey season.

Team Captain/Assistant Captain

Kuhn had been approached by parents with concern over players being appointed Captain and Assistant Captain on their team. The board had varying opinions on this, but until further information is presented, the current policy stands.

Financial Report	Josh Benson
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Financial Reporting

With changes made to reporting in November-January, Benson and Houkom met with Fieberger, Swanson & West on Friday where it was reported that the reports were not yet reconciled. Fraser had been told by FSW that this should be completed by Saturday night. Benson reminded the board that Thomas Elliott had kept the payroll through the end of 2018.

Gaming Processes

Benson reported that FSW will also be scheduling a meeting with Jason Campbell, Gaming Manager, to go over their processes as well.

Audit

Benson questioned if an audit will be practical based on the data received from Thomas Elliott. Benson will evaluate the data and feasibility, then make a recommendation to the board at that time.

Quarterly Taxes

Benson stated that quarterly taxes are due at the end of January, with a few gaming items to be wrapped up for the quarter end financials.

Hockey Director Report	Jason Gregoire
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Chain of Command

Gregoire requested a chain of command clarification be sent to the membership to reinforce roles and responsibilities at each level. At the director level, he is receiving day-to-day questions that should be directed to the coaches or coordinators. Rob Otterson recommended Gregoire engage his Communication Liaison for Hockey Ops, Lori Trosen, for help with this communication.

Scheduling

Gregoire has reviewed and worked through scheduling conflicts for the remainder of the season, with a few outstanding items to clear up. The West Fargo Parks has concluded the Learn to Skate previously taking place Tuesday nights, which opens up that ice for the WFHA to utilize. Some teams are moving around to fill this time with team ice (vs sharing with another team) giving more efficient use of time, ice and help with education.

Goalies

Gregoire reported that we do not have enough goalies to support the teams at every level and has been working to do more for existing and prospective goalies. He has been holding Goalie Clinic on Sunday nights with a core group attending, but only 9 of the estimated 30 goalies (at the Squirt/10U level and up) in attendance the prior evening. Kuehne expressed his disappointment with this as his role of coach for a Squirt A team this year has really proven the necessity of a good goalie. Gregoire will focus this summer on goalies within the program, both introduction to interested goalies and training for existing goalies.

Coaches Meetings

Gregoire has been holding Coaches Meetings every Sunday night with an estimated 15-20 out of 100 coaches attending on average. Hockey Ops is challenged with how to increase participation. Endres felt our coaches will not get better if they are not attending these sessions. Discussions around how to increase participation occurred with suggestions such as: pay for attendance, making meetings mandatory, etc. that will need to be considered as a part of the coaching contract and compensation for the 2019-2020 season.

Skills Practices

Gregoire reported the A level coaches are attending and facilitating the skills practices for their level, but a shortage of B1 and B level have been in attendance (not including parent coaches). Gregoire will be addressing this with his coaches.

Squirt Winter Classic

Squirt Winter Classic took place the prior weekend with Squirt A and B1 playing at Elmwood Park ice arena, and the B group moving into Vets due to the weather. Gregoire reported some minimal challenges with the event, but overall felt it was a good time and great memory-maker for the players. He hopes to continue the event in the future taking this year's learnings and making improvements overall.

Spring and Summer Camps

Gregoire has been working on the Spring and Summer Camps. Vets takes the ice out of both arenas around March 15th, and ice is normally back in Vets 2 only by the end of May, for sure by June 1. At this point, we believe the WFSA to plan on having ice on both sheets all summer with no downtime.

In April and May, Gregoire would like to run something like a "drop-in hockey league" for each level (Squirts, Peewee, Bantams, and Girls). Working through the details regarding payment, referees, supervision, etc. Wanted to know if the Association could pay for it or if the players would have to pay. This topic was discussed but not resolved until more details are provided.

June, July and August schedule for Squirts, Peewees, Bantams and Girls (10U and up) will be a Monday-Thursday offering throughout the summer. Each level will likely have an hour per day or week dedicated to their level with more options offered based on demand. Would also like to offer more open ice through June based off of attendance.

Gregoire and Brent Kuehne have been discussing a Mite/8U camp offering with Scott Meier from the Twin Cities area. This will be more of a day camp with activities both on-ice and off-ice. Options being discussed are for weekly, monthly or summer-long sessions.

Sam Lashomb and Shelby Amesly-Benzie, prior UND Women's Hockey players, are interested in starting girls' hockey clinics in the F-M area. Gregoire has engaged them in discussions to have them lead our summer girls' camps.

Treadmill

Sam Lashomb had also run the hockey treadmill last summer at St. Cloud and expressed interest in doing this for us starting in April. She may also offer shooting and stick handling in the dryland room as a part of this. Gregoire is working to finalize these details.

Hockey Operations Update	Ryan Endres
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Peewee & Bantam AA

Hockey Operations will proceed with developing Peewee AA and Bantam AA teams for the 2019-2020 season in April. The process will be presented to the board at that time with details more defined. This will be a large time and financial commitment for those interested in trying out for this level.

Gaming Manager Report	Jason Campbell
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Legislative Gaming Changes

SB 2301

Campbell summarized this bill would be to change the gaming tax to a 4 tiered system, which would increase the gaming tax on the AGP (Adjusted Gross Proceeds) to 8.75% for our organization as a Tier 3. In addition, our technology fund was previously \$150/site/year, and would increase to \$175/site/year.

HB 1533

Campbell stated he represents WFHA within the Charitable Gaming Association of North Dakota, known as CGAND, which has sponsored a bill that is their proposal in place of SB 2301. This would tax 1% of your gross with the first \$100k being exempt.

HB 1532

Campbell stated this bill forces the North Dakota Attorney General's office to write the rules for electronic pull tabs.

HB 1254/1295

Campbell advised these bills were allowing Sports Betting in the state of North Dakota, which had not yet been allowed in any other state. He stated one bill is college and the other is professional sports only.

HB 1443

Campbell reported this bill to be the legalization of Historic Horse Racing (HHR) machines. He stated that if this bill passes:

1. Charities are not guaranteed any funds will remain after their expenses to be used for their charitable purposes. Currently all other game types regulated by the Attorney General are required to allocate 40% (after prizes and taxes) to be used for their charitable purpose.
2. Casinos will be built in many metro areas in North Dakota by the larger charities.

3. Biennium 2015-2017 - \$1.4 Billion was bet on advanced deposit wagering through the state of North Dakota – this doesn't include off track betting or live track betting. With this large amount of wagering, how is it possible that the horse racing industry isn't viable?
4. By contrast charitable gaming in the same biennium had \$547 Million dollars wagered which raised over \$42 Million dollars for charitable uses, and over \$6.5 Million dollars for the general fund.
5. Currently the Racing Commission is not adequately staffed for oversight and regulation for this type of gaming.
6. The charities were provided with no projections on the amount of revenue or expenses for the charities or tax revenue for the state from horse racing industry. This is after several requests to representatives of PariMax.
7. They allow for unlimited potential progressive jackpots that are conducted and connected with other states. Charities that offer other game types will not be able to compete with this.

Benson made a motion to not support HB 1443, Historic Horse Racing Bill. Seconded by Rob Otterson. Approved by all and passed without dissent.

Honeyman made a motion to support HB 1533, HB 1532, HB 1254 and HB 1295, and to not support SB 2301. Seconded by Benson. Approved by all and passed without dissent.

Kuhn asked Campbell to calculate the numbers again to confirm financial impact. She also stated that she would like to coordinate with other NDAHA hockey associations that would have similar negative impact and approach the state. Kuhn and Campbell also discussed further engagement with the lobbyist that support our views.

Request for a New Gaming Site

Campbell received a request for a new gaming site and presented this request to the board. Campbell shared his concerns for variance of this site versus the sites we currently reside in, as well as the larger start-up costs. Upon review of the presented information, Honeyman made a motion to approve the new gaming site as presented by Campbell subject to monthly budget cost. Seconded by Otterson. Approved by all and passed without dissent.

Membership & Recruitment Director Update	David Chapman
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Chapman absent. Read by Shana Wilson on behalf of Chapman.

Team Pictures

Final team pictures will be distributed this week to teams that did not get theirs.

BOT Photo Pucks

Pucks and cases will be ordered this week. Parents will be offered dibs to put stickers from BOT on pucks and BOT has been aware of the need for the stickers since (Chapman) spoke with Drew in December.

Facilities & Equipment Director Update	Brent Kuehne
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LiveBarn

Kuehne and Endres have engaged LiveBarn to install cameras at both Vets 1 & 2 as well as the WFSA Main and Practice Arena. Vets has already signed the contract with WFSA giving a verbal agreement until they meet on the 25th or 28th of January. There is a big push to get this installed before West Fargo hosts State Tournaments. Users who sign up for LiveBarn pay \$15/month to watch 935 venues (hockey, basketball, volleyball, baseball and soccer) live as well as the ability to download video and watch On Demand. Venues receive a 30% kickback for the revenue.

State Tournament

Kuehne has been working to ensure the Vets staff is prepared and available for the State Tournaments being hosted by the WFHA in March of 2019. Kuhn requested that vending is available before and after every game for the entirety of the weekend to ensure parents/players have options before and after their game and won't need to leave the arena.

WFSA

Kuehne still needs to meet with Kuhn, Endres and Mark Lemer, Business Manager for West Fargo Public Schools, to figure out ice time at the West Fargo Sports Arena.

Vets Branding

The Vets branding was to be finalized during the holiday break, but this was not delivered as the product was the incorrect size. Kuhn reiterated to Kuehne the importance of having this installed and complete before state tournament.

Tournament Director Update	Corey Moos
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Budget for State Tournaments

Moos presented the following budget:

<u>EXPENSES</u>	
<i>Ice Time</i>	
Vets Arena (45 Hours)	\$4,100.00
WFSA (20 Hours)	\$2,600.00
<i>Officials</i>	
A Games (20)	\$2,700.00
B1 Games (20)	\$2,700.00
<i>Medical Staff</i>	
Vets Arena	\$1,400.00
WFSA	\$1,400.00
<i>Hospitality</i>	
Beverages	\$200.00
Snacks	\$150.00
Totes for Locker Rooms	\$1,150.00
<i>Swag for Participants</i>	
Pins	\$700.00
Drawstring Bags	\$600.00
Candy	\$200.00
<i>Miscellaneous</i>	
Staff Apparel	\$500.00
Misc. Decorations.	\$100.00
Wrist Bands (Gate Admission)	\$500.00

TOTAL EXPENSES **\$19,000.00**

Moos reported that NDAHA provides each host association with \$100/team hosted to facilitate the state tournament, anticipating each association would receive income from apparel sales, gate fees and concessions. As WFHA does not receive funds from the concessions in either Vets or WFSA, Moos is looking for other means of revenue to cover the cost. Gate fees for the tournament are set by the NDAHA at \$30/family.

Honeyman made a motion to approve the budget presented by Moos. Seconded by Houkom. Kuehne rejected the motion as he does not believe associations are appropriately funded to host state tournaments. All remaining board members agreed to the motion and the motion passed.

Advertising in Programs

Sarah Miller reached out to Kuehne inquiring about advertising in the arenas, to also access the sponsorships for program sales for State Tournaments. Kuehne had notified Miller to reach out to Bobbi Kuehne who had been working the Dasher Board list since early summer.

BOT Photography

Gregoire had reached out to BOT Photography regarding the panoramic shots of each team. They agreed to facilitate that weekend with 12% of the profit going back into WFHA.

Motion Pictures

Moos spoke with Motion Pictures who has agreed to take action shots at both arenas that weekend for tournament participants to purchase.

Dibs

Moos reported his committee was working on the dibs for the State Tournament and would provide to Wilson to post within the next week.

Star Spangled Banner Singers

A request went out to parents and players of WFHA who would be interested in singing the Star Spangled Banner at the Championship game of both the Peewee A and Peewee B1 game. Moos has received one interested player and anticipates more interest to come in the next week or two.

Tournament Meetings

Greg Evenson, NDAHA President, had previously been interested in supporting WFHA with the state tournament this year. Moos has invited Evenson to the next committee meeting to which Kuhn also expressed interest in attending.

Fundraising & Gaming Director Update

Eric Nelson

Center Ice

The Center Ice committee will start soliciting for donations. Nelson had emailed the board with a list of possible sponsors and asks that if we have a connection with any of them to let him know. Endres inquired if we were offering an exchange of dibs for donations as he felt that it worked well in the past. Nelson and Wilson had discussed this previously and decided against it, but agreed to explore the value

of the dib to dollar relative to donations (including tournament sponsorship, dasher boards, fund raising donations, etc.)

Posters and tickets are being printed. One of our gaming sites paid for the expense of the tickets with a beer discount printed on the back of the ticket.

Bar will be provided by Brewtus Brickhouse as well as having corn hole games in the lobby, provided by Brewtus Brickhouse as well.

Catering details are still being worked out.

DJ (as both emcee and music) is being engaged from Bemidji that was recommended by committee member at minimal cost of \$500 for the night.

2018 Gun Raffle Detailed Review

Of the 50 YETI Coolers won, 15 took the cooler and 35 took the credit to Scheels.

Of the 300 guns won, 79 took the gun, 177 took the credit, and 41 traded for another firearm at Scheels.

2019 Gun Raffle

Scott Krank had signed a contract 3 years ago for Center Ice to be held at the Hartl Building on 9/19/2019. With the changes this past year, we moved the Gun Raffle to the fall and Center Ice to the spring. This would be prior to the ND Pheasant Opener (10/5/19 Youth, 10/12/19 Regular)

Based off of the prior year's numbers, Nelson recommends we drop the coolers and stay with our 300 gun list. Average Price per Gun in 2018 was \$432.08 and \$451.73 in 2019. Nelson felt the 2019 number will come down as the top two guns are estimated at \$2000.00 each, but thinking they may come in closer to \$1700.00.

Nelson made a motion to establish 2019 Gun Raffle on September 19, 2019 at the Hartl Building (Red River Valley Fairgrounds). Seconded by Benson. Approved by all and passed without dissent.

Nelson made a motion to establish cash prize of \$10,000 as grand prize for 2019 Gun Raffle. Seconded by Benson. Approved by all and passed without dissent.

Nelson made a motion to again establish a discount program of \$40/gun raffle ticket book sold once 5 or more full books are sold for a minimum family discount of \$200.00. Discount shall not have value beyond registration fees. Seconded by Benson. Approved by all and passed without dissent.

Marketing & Communications Director Update

Rob Otterson

Internet in Gaming Office

Updated internet has been completed at the Gaming Office.

Communications Committee

Otterson had previously communicated to the board members his Communications Committee, made up of the members below.

Autumn Hareland WFHA Marketing Team Chair: Girls

Kristen Cigelske WFHA Marketing Team Chair: Membership & Recruitment

Katie O'Keefe Hale WFHA Marketing Team Chair: Special Events
Lori Fett Trossen WFHA Marketing Team Chair: Hockey Ops
Kristan Bullinger WFHA Marketing Team Chair: Fundraising & Gaming
Otterson stated his Communications Committee has been doing really well as these individuals have access and the controls for timely communication in these areas.

Director Responsibility Recommendation

Otterson had emailed the board with a recommendation to move Team Management under Communication and had provided them with logic. The board asked that this be tabled for another date when all board members are present and prepared to discuss Roles & Responsibilities.

Registration: Guardian Profession/Trade Question

Otterson requested the 2019-2020 registration asks guardians for their profession, trades or skills/strengths to tap into the abilities of our membership. Kuhn made recommendations to Otterson as to how to request this information as a part of the registration creation process. Kuhn also stated she would like to have registration open by June 15 for the 2019-2020 season. Otterson agreed to have this to the board by the May meeting for approval.

Compliance & SafeSport Director Update	Brad Saville
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Concussion Policy & Protocol

West Fargo Hockey Association Concussion Policy and Protocol was presented to the board for approval by Saville. A motion was made by Saville to approve and implement the Concussion Policy & Protocol as is. Seconded by Endres. Approved by all and passed without dissent.

NEW BUSINESS

Junior Gold

Dave Benson, Sheyenne Boys High School Coach

Dave Benson requested the approval of the West Fargo Hockey Association board to support a West Fargo Stampede Junior Gold team starting the 2019-2020 season. Junior Gold hockey provides another opportunity for high school age players to continue playing while developing their skills if they do not make or choose to not pursue a high school hockey career.

Currently, WF high school players have nowhere to play outside of high school with the exception of AAA teams or other Junior Gold programs in the state. Benson estimated 15-25 kids that would not be playing high school next year as he does not forecast the need to pull from the Bantam freshman group for quite some time. Benson feels with the upcoming West Fargo volumes, we could possibly support two Junior Gold programs in our community by the time the new school has a high school team.

As Junior Gold is sanctioned by the NDAHA, Benson has spoken with Greg Evenson, NDAHA President, and he supports this idea if WFHA decides to pursue this further. Benson stated that the High Schools fully support this as this can also be a feeder program into the high school team and gives players who don't make the team, or choose not to play, a place to continue to play.

Benson estimated the expense of a Junior Gold program to be about that of a bantam or a bit more. Schedule would likely be two practices and a minimum of one game per weekend.

Gregoire had concern over this stemming the tide from people going into high school, as well as limited or late ice time due to limited “prime time” ice. He also had previously discussed a similar option with local programs that may support this type of need.

Benson asked that this would be something that would be proposed at the spring 2019 NDAHA meeting. Endres indicated that he would like to meet with the organizations that have Junior Gold and come back with more information, possibly by the April board meeting to make a decision on if we are going to pursue next season or not.

Association Survey

Eric Nelson

Nelson and Saville had understood that the 2018 survey was to be a baseline for our membership and felt we should re-engage our membership again. Otterson volunteered to do the survey with Saville’s assistance. It’s estimated this would submitted by end of season.

Annual Meeting Date and Time

Shana Wilson

Wilson proposed the annual meeting be held on Monday, April 1, 2019 from 6:30-8:30 pm at Vets 1. The board agreed.

Motion to adjourn by Benson. Seconded by Endres. Approved by all and passed without dissent. Meeting adjourned at 9:12 pm.

Board of Directors

Jessi Kuhn, President

Drew Likness, Past President

Joel Honeyman, Executive Vice President

Josh Benson, Treasurer

Shana Wilson, Secretary

Ryan Endres, Director of Hockey Operations

Corey Moos, Director of Tournaments

Brad Saville, Director of Compliance & Safe Sport

David Chapman, Director of Membership & Recruitment

Anthony Houkom, Director of Business Operations

Brent Kuehne, Director of Facilities & Equipment

Rob Otterson, Director of Communications & Marketing

Eric Nelson, Director of Fund Raising & Gaming

Next Board Meeting: Monday, Dec 17, 2018 at 6 p.m.