

# NBAHA Board Meeting

Monday, September 15 2025

North Branch Library

Board of Directors					
	Position	Name		Present	Absent
Officers	President	Jason Zerwas		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Vice President	Brooke Robinson		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Treasurer	Rachel Paavola		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Secretary	Brett Nagel		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Directors	Coaching Director	Brent Martfeld		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Registrar	Shannon Huot		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Ice Director	Ken Fritz		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Ice Director	Terra Waters		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Girls Director	Steve McDowell	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Heather Naegele	<input type="checkbox"/>		
	Mite Director	Mike Rundle		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Fundraising Director	Sarah Skillings		<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Other Positions</b>				
	<b>Position</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
<b>Non-Voting Positions</b>	Volunteer Coordinator	Jessica Ness	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Goalie Coordinator	Adam Skillings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Asst. Fundraising Coordinator	Lindsay Edwards	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Asst. Mite Director	Logan Miller	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Apparel & Uniform Coordinator	Becky Parlin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Recruiting Coordinator	Jessica Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Safesport Coordinator	Michelle Troxell	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Webmaster		<input type="checkbox"/>	<input type="checkbox"/>
<b>Gambling</b>	Gambling Manager	Tom Garin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<b>Additional Attendees</b>	
Jody Oltmans	

## Call to Order:

Attendance / Quorum (70% Min.):

<i><b>Item</b></i>	<i><b>Motion</b></i>	<i><b>Second</b></i>	<i><b>Outcome / Action</b></i>
Meeting Call to Order 7:02p	Shannon Schmeling	Sarah Skillings	Motion Carries
<i><b>Notes/Discussion:</b></i>			

## Approval of Previous Minutes:

<i><b>Item</b></i>	<i><b>Motion</b></i>	<i><b>Second</b></i>	<i><b>Outcome / Action</b></i>
Approval of Previous Meeting Minutes	Rachel Paavola	Shannon Schmeling	Motion Carries
<i><b>Notes/Discussion:</b></i>			

## Gambling Report (Tom Garin):

Gambling Report

- Tax rate was down this month. Tailgaters and Pizza Pub both had strong months

Lawful Purposes:

<i><b>Item</b></i>	<i><b>Motion</b></i>	<i><b>Second</b></i>	<i><b>Outcome / Action</b></i>
Rush City Fire	Becky Parlin motions \$600 donation	Ken Fritz	Motion Carries
<i><b>Notes/Discussion:</b></i> Requesting donation to replace radios. They are currently \$4,600 short to purchase.			

<i><b>Item</b></i>	<i><b>Motion</b></i>	<i><b>Second</b></i>	<i><b>Outcome / Action</b></i>
October Ice Bill \$6,970 Princeton	Rachel Paavola Motions to pay amount	Brent Martfeld	Motion Carries
<i><b>Notes/Discussion:</b></i>			

<b><i>Item</i></b>	<b><i>Motion</i></b>	<b><i>Second</i></b>	<b><i>Outcome / Action</i></b>
September Ice Bill \$3,895 Princeton	Rachel Paavola Motions to pay amount	Brent Martfeld	Motion Carries
<b><i>Notes/Discussion:</i></b>			

## Old Business:

Action Items/Follow-up from Previous Meeting:

<b><i>Item</i></b>	<b><i>Motion</i></b>	<b><i>Second</i></b>	<b><i>Outcome / Action</i></b>
<b><i>Notes/Discussion:</i></b>			

## New Business:

Rush City Fireman's Relief Fund (T. Garin) - Coming in person for donation request

D10 President's Meeting Report (Brooke Robinson)

Tryout Review Items, Handbook (Brooke Robinson)

Working on handbook - will email out to board members for review

Pre-skates (Squirts)

Brett Nagel can do tomorrow starts pre-skates for squirts

Brent Martfeld can do Thursday & Friday for pre-skates

Brent Martfeld will be running tryouts on-ice

Tryout Committee

Executive Board + Mike Rundle + Brent Martfeld

Motion from S. Skillings, Second from Terra Waters

Bylaw Updates for October Meeting (Brooke Robinson)

Brooke noted we don't have a removal clause in our Bylaws. Our board code of conduct references a removal clause in our bylaws; however, we don't have an existing removal clause

Brooke has a recommendation that will be added in our next revision in our bylaws.

Cell Phone Policy - need a cell phone policy that both player and parent need to sign

Brooke has a recommendation for policy

Team Locker Room Volunteers / Managers (Brooke Robinson)

Locker room monitors & team managers will get volunteer hours.

3 Maximum for each team.

## Executive Board Reports:

### President's Report:

D10 President's Meeting- September 2025

D10 Activity Schedule- D10-Activity-Schedule-25-26-08.25.25.pdf

SKATE program- no longer contributing to the program

League invoices- will be sent in September

Upcoming conference- associations will be fined for not attending

Gamesheet

- o \$8 per home game/scrimmage

- o November billing (home)

- o February billing (scrimmages and tournaments)

Squirts, 10U, 12B2, Peewee C, Peewee B2

- o Top team must roster 13

- o Colleen must approve any less than 13 and will want to see tryout scores

Locker rooms

- o Will be up to each association how to handle following policies

- o D10 will be cracking down on cell phones, videos and pictures

- o Locker room monitors- need to complete BC and Safesport

Mites

- o Teams- 16A, 34B, 6 8UA, 11 8UB

- o 7 full ice games (1/15-3/1)

- o Dave's approval is required to leave D10 for a jamboree

- o Final Declarations- 10/18

- o Roster sign-off- 12/6

- o Sign off required before any play

Board Roster

- o Due 9/30

- o Must be done before team roster

NEW LMS (Learning Management System)

- o Can check CPE status for coaching staff

- o Level 4 (3 rd year)

- o 5 classes required, USA Hockey will redline

Game Scheduling

- o Will be working with ice schedulers
- o Games will be scheduled mid-October
  - Team manager's meeting- Mandatory
- o 10/14 @ 8pm- Blaine
- o 10/21 @ 8pm- Princeton
- o 10/28 @ 8pm- Blaine
  - Coaches Meetings- Traveling coaches only
- o Same as manager's meetings- meetings capped at 60 per session
- o 10/14 @ 6pm or 7pm
- o 10/21 @ 6pm or 7pm
- o 10/28 @ 6pm or 7pm
- o 10/30 @ 6pm or 7pm
  - Supervision of officials
- o Zero tolerance on coach behavior
- o Too many young coaches are quitting
- o Head coaches- please address with players as a warning before season starts
  - Players will be ejected for squawking in the box
  - No back talking to refs
- o They are expecting 35-40 refs for tryouts
- o Any ref safety concerns- reach out to Mike Mann
  - Do not cause a scene at the game
  - Game will be reviewed in Live Barn
- o Overall, will be coming down on coaches and players

## Financial Report:

General Account Balance: \$35,676.39

Money Market Account Balance: \$62,411.79

Got all the account information to the accountant for the arena.

Working on getting quickbooks set up now that Rachel has access to the bank.

Gambling: See Gambling Report

## Board Member Updates:

### Coaching Director (Brent Martfeld)

Working with Cody for skills sessions

Derrick ready to go for Bantams - communicated practice schedule

### Girls Director (Heather Naegele / Steve McDowell)

Last of pre-skates are this evening - tryouts starting this coming week.

Recommend that locker room monitor carries the flag for the locker room

### Registrar (Shannon Huot)

Working on board roster finished - due by 9/30

Next thing will be to get coaches rostered

### Ice Director(s) (Ken Fritz / Terra Waters)

Princeton - we need our own pucks this season. Request that we put equipment back when we use it.

Squirt C Tournaments - no refunds unless replacements are found. Ken / Terra is going to try and post to get a replacement.

Looking to give up one Bantam tournament

October ice is finalized - getting loaded soon

Working with Brent on skills days.

<b><i>Item</i></b>	<b><i>Motion</i></b>	<b><i>Second</i></b>	<b><i>Outcome / Action</i></b>
Bantam Team Puck Bag	Terra Motions for up to \$250 for puck bag	Brent Martfeld	Motion Carries
<b><i>Notes/Discussion:</i></b>			

### Mite Director (Mike Rundle / Logan Miller)

Mite night is 10/19 from 5-730 at tailgaters. - Jess working on getting volunteer hours setup

\$500 Gear up grant received for use at Dick's Sporting Goods

Painting of outdoor rink board in process - Jess working on getting volunteer hours setup

## Fundraising (Sarah Skillings / Lindsay Edwards)

Bingo Event - new potential date 1/17/26

Need to purchase bingo prizes - needs to come out of gambling

Potential Fundraiser with Pizza Ranch in October

Sponsor Update

Innovative Basement Authority Gold Sponsorship - \$500

Cash Raffle Prizes

Looking at team challenge as a good team motivator

Top individual contributor gets \$250 Pure Hockey Gift Card

Shannon motions, Brooke 2nd

Top team gets additional \$25 per player,

Becky, Brent 2nd

## Volunteer Coordinator (Jessica Ness)

Everything up to date - all hours are up to date

## Goalie Coordinator (Adam Skillings)

Goalie director for St. Francis reached out - requesting girls director and president contact to communicate NTS scores

## Apparel & Uniforms (Becky Parlin)

Motion up \$250 for locker room flags , Brett, Ken

Doing some additional research for online stores - recommending to stay with Letterman and Prism. Looking to get stuff setup so items are available by the first games.

Waiting for rosters to get jerseys made.

## Recruiting (Jessica Carlson)

Working with becky on friday folders

## Action Items

Action Item	Responsible

## Meeting Adjournment

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Adjournment	Becky Parlin	Brent Martfeld	Motion Carries
<b>Notes/Discussion:</b>			