

NBAHA Board Meeting

Monday June 16th, 2025

American Legion

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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Heather Naegele	<input type="checkbox"/>		
	Mite Director	Mike Rundle		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Fundraising Director	Sarah Skillings		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Other Positions				
	Position	Name	Present	Absent
Non-Voting Positions	Volunteer Coordinator	Jessica Ness	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Goalie Coordinator	Adam Skillings	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Asst. Fundraising Coordinator	Lindsay Edwards	<input checked="" type="checkbox"/>	<input 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"/>
Gambling	Gambling Manager	Tom Garin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Attendees	
Luke Hamann	
Chad Tolzman	

Call to Order:

Attendance / Quorum (70% min): 8/11 Voting Members

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Call to Order	Rachel Paavola	Shannon Schmeling	Motion Carries
Notes/Discussion: 7:34p			

Approval of Agenda:

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

Approval of Previous Minutes:

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

Gambling Report (Tom Garin):

- We are losing the Muddy Cow to the NB Legion

Lawful Purposes: None this meeting

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Vikings Vittles			
Notes/Discussion: Tabled from May 2025 Meeting: request from Vikings Vittles. The previous donation was in October of 2024. Tabling until October Meeting.			

Old Business:

Action Items/Follow-up from Previous Meeting:

- Updates From Hockey Directors & Association Leaders Conference - Ken Fritz, Terra Waters, Brett Nagel

☒ ~~Jason & Brooke reaching out to St. Francis about possibly combining at certain levels~~

☒ ~~Add Board Member Code of Conduct Form as a document on Board Registration~~

Action Items/Follow-up from Previous Meeting:

- Working on updating our handbook & documents - need a few volunteers to help review - Brett Nagel
- 24-25 Lessons Learned / Improvements for Next season - Brett Nagel
 - Please send to Brett if you have anything
- Need to discuss registration fees for next season.

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Review / Approve Registration Fees for 2025-26 Season	Ken Fritz	Terra Waters	Motion Carries Unopposed
<i>Notes/Discussion:</i> Proposed Registration Fees below: First Year Mites or Traveling Free, but required to fundraise. Not required to do DIBS 2nd Year Mites \$225 3rd Year Mites \$525 4th/5th Year Mites \$600 Squirt/U10 \$1250 Peewee/U12 \$1460 Bantam/U15 \$1660			

New Business:

Item	Motion		Second		Outcome / Action				
Tournament Registration Fee Approval	Ken Fritz Motion to pay \$18,245.69		Brooke Robinson		Motion Carries Unopposed				
Notes/Discussion: Tournament bookings.									
Team	Level	Location	City	Start Date	End Date	Entry Fee	Away/Home?	Total Cost	Notes
Bantam	B1	Minneapolis Cup	Minneapolis	11/28/2025	11/30/2025	\$1,650.00	Home	\$ 1,650.00	
Bantam	B1	Twadle Memorial	Elk River	12/26/2025	12/28/2025	\$1,800.00	Home	\$ 1,838.25	
Bantam	B1	Big Chill	Hastings	1/8/2026	1/11/2026	\$1,800.00	Home	\$ 1,858.60	
Bantam	B	I-94 Challenge	Sauk Centre	1/30/2026	2/1/2026	\$1,200.00	Away	\$ 1,240.50	
Peewee	B	Iced Apple	La Crescent	12/12/2025	12/14/2025	\$1,000.00	Away	\$ 1,032.50	
Peewee	B2	Cowtown Classic	South St. Paul	1/9/2026	1/11/2026	\$1,300.00	Home	\$ 1,300.00	
Peewee	B2	Mustang Showdown	Mora	1/23/2026	1/25/2026	\$900.00	Home	\$ 918.00	
Squirt	B1	Minneapolis Cup	Minneapolis	11/28/2025	11/30/2025	\$1,650.00	Home	\$ 1,650.00	
Squirt	B	I-94 Challenge	Sauk Centre	1/2/2026	1/4/2026	\$1,200.00	Away	\$ 1,240.50	
Squirt	B	Squirt Dirty Dangles	Moose Lake	1/23/2026	1/25/2026	\$800.00	Home	\$ 800.00	
Squirt	B	Iced Apple						\$ 32.50	Processing fee for cancelled tournament
Squirt	C	Big Ole	Alexandria	11/21/2025	11/23/2025	\$1,600.00	Away	\$ 1,684.84	
Squirt	C	Cowtown Classic	South St. Paul	12/5/2025	12/7/2025	\$1,300.00	Home	\$ 1,300.00	
Squirt	C	Prairie Madness	Eden Prairie	1/29/2026	2/1/2026	\$1,700.00	Home	\$ 1,700.00	
Total Bill: \$18,245.69									

Executive Board Reports:

President's Report:

- This month's presidents meeting - they are asking for us to calculate our practice to game ratio.
- August meeting - they want to discuss prayer circles after games and possibly shorten the game times to accommodate them.
- D10 is asking for previous waivers by the end of September.
- Mite A/B scrimmages / games / jamborees are allowed only with notification to the D10 mite director
- Starting Sep-Mar no more D10 zoom meetings. All associations are required to be present. \$500 fine if not present.
- JP West - MN hockey membership growth program - gathering data from all D10.
 - Goals: in next 3 years 8% growth and ages 8-13 less than 5% reduction
 - Looking to understand D10 and trying to help grow hockey.
- Mike Gatzke - USA hockey
 - Goaltending and age appropriate nets.
 - Potential for Intermediate nets to be used in future years thru Squirts?
- Jason Zerwas attended the NB scholarship program - presented the award this year.
- Heating Bill at the ODR shack May Bill: \$320.15
 - Need to discuss with the city, as we don't have control to access the building to adjust the heat properly. - - adding as an action item for follow-up.

Financial Report:

General Account Balance:	\$11,784.61
Money Market Account Balance:	\$62,176.41
Gambling:	See Gambling Report

Committee Reports:

Arena Committee

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Updates from Arena Grant - Need to Review / Approve Submission			
Notes/Discussion: Working with the state to nail down grant information; J. Zerwas working on the construction side. B. Robinson working on the administration side. B. Robinson working on documents needed to fill out. <ul style="list-style-type: none">• Declaration of real property: saying that we own the land. If we sell the arena, we will need to repay the \$500k grant.• Break down an organization chart. We need a plan to implement and grow for organization structure. Early childhood education (pre-k) will not generate revenue to the arena. After school care will generate revenue. Meeting room rental can generate revenue.			

Election Committee

Mite Committee

Fundraising Committee

Coaching Committee

Ice Committee

Registrar Committee

Publicity Committee

Board Member Updates:

Fundraising (Sarah Skillings)

- Fundraising Opportunities:
 - Grocery Bagging - we are already signed up for Cub Foods in Cambridge and County Market in North Branch.
 - Do we want to see if we can get into Cub Foods in Forest Lake?
 - Yes, if we can get into cub foods in Forest Lake, absolutely!
 - Golf Tournament - Need approval to start planning this event further* I have calls out to Purple Hawk, Falcon Ridge, and North Branch Golf Course. Waiting to hear back if we can get in for a Saturday or Sunday in September or early October for a tournament.
 - Discussion - get a budget put together to figure out whether it's worthwhile. Thoughts that maybe having raffles in combination with the tournament would be good.
 - Recommend using Bulrush golf club to support our sponsors. Nice course and facility nearby in Rush City.
 - Cash Raffle -
 - Discussion that we will require the 1st year mites to fundraise this year.
 - New Mite registration will always close much later than traveling - will need to communicate
 - Restaurant fundraisers
 - Continue to get these as we can...low effort. (Dickies, Chipotle, DQ, Mcdonalds, Culvers)
- Sponsorships -
 - Looking for sponsors this year.
 - Received Platinum Sponsor \$1500 from NB Chevrolet
- Year End Party Fundraising Discussion. - Did not get to - need to table til next month's meeting.
- Fundraising target for 25-26 Season: previous year's amount for fundraising ~\$25k not including sponsorships.

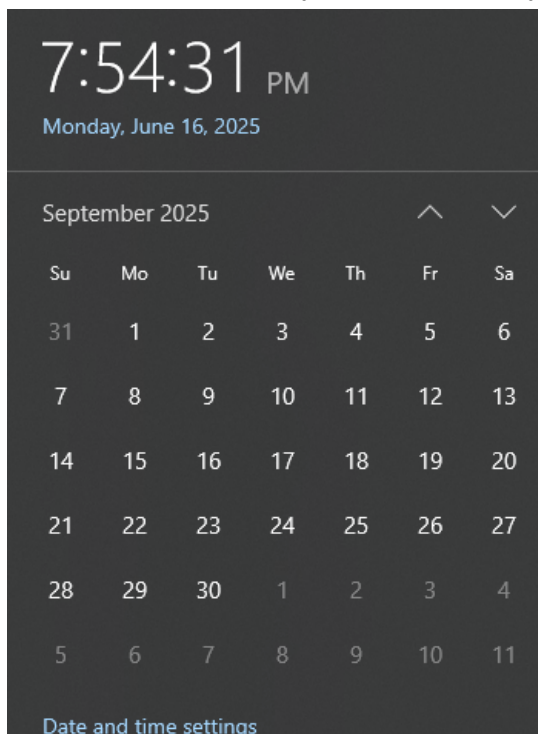
Coaching Director

Girls Director

Registrar

Ice Director(s)

- When do we want season to start - we are able to start ice Sep 9th in Princeton
- Do we want to do pre-season skates?
 - Pre-skates last year was 9/16 - tryouts/practices started end of September



- Ice Rate increase if we keep the same hours at each rink last year ~\$2637 additional
- Ken is going to start getting ice 9/16 with pre-skates, then tryouts. Scheduling ice - to have the most amount of flexibility as we get closer.

Mite Director

Volunteer Coordinator

- Volunteer/Dib sign-up is live on crossbar (1 dib for parade participation)

Goalie Coordinator

Apparel & Uniforms

- Costs are the same for uniforms as last season: \$35 for jerseys, \$20 for socks for next year.

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Sweatshirts for Travel Players upon registration	Brooke Robinson Motion up to \$60 per Player at traveling, up to \$20 per player at Mites	Shannon Schmeling	Motion Carries
<i>Notes/Discussion:</i> Traveling - Sweatshirts Mites - Long Sleeve Shirts			

Recruiting

- Midsummer's Day Parade
 - Jessica Ness sending out email correspondence.
 - Participants should wear their NB Hockey jerseys.
 - People can walk, rollerblade parade.
 - Children under the age of 9/10 need an adult to join
 - Advising everyone brings a bucket to throw out candy.
 - Jessica Carlson has received promo foam pucks (~375 pucks).
 - Facebook post for event was already sent out.
 - Communication for parade start will be through Facebook .
 - Still looking for a vehicle and possibly a trailer to help transport items during the parade.

Email Votes/ Correspondence Since Previous Meeting:

Item	Motion	Second	Outcome / Action
Email: Vote Needed: Team Playing Levels	Vote		Levels Approved: Bantam - B1 (4 tournaments) Peewee - B2 (3 tournaments) Squirt (2 teams) - B1 & C (3 tournaments for each team)
<p>Notes/Discussion:</p> <p>Email thread discussing the proposed playing levels and number of tournaments for various hockey teams (Bantam, Peewee, and Squirt) for the upcoming season.</p> <p>Ken Fritz sent out a poll to approve or oppose the suggested levels:</p> <ul style="list-style-type: none">• Bantam - B1 (4 tournaments),• Peewee - B2 (3 tournaments),• Squirt (2 teams) - B1 & C (3 tournaments each). <p>Request to vote to approve levels above.</p> <p>All recipients voted in favor of the proposed levels. The urgency stems from the need to book tournaments quickly as they are filling up.</p>			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Email Vote: Bantam / Pee wee Numbers	<i>Vote</i>	N/A	Vote B Majority Carries.

Notes/Discussion:

Follow-up email from last meeting - reached out to SF about the possibility of combining numbers at the Bantam Level. They advised that they would be willing to accept waived players, but are not interested in co-op at a single level.

Email thread discussing the projected numbers for the Bantam and Pee wee hockey teams for the 2025-2026 season and a proposal from Saint Francis to waive North Branch's entire Bantam team to them.

Vote Needed:

Vote A: waive the entire bantam team to St Francis.

Vote B: stay the course and if a player or two drops try to find a player or two from other associations, if not we will need to get creative within our own association.

Key points include:

- Player projections shared, indicating that if all current players stay, the Bantam team would be short only one player compared to last season, and the Pee wee team would have the same number of players.
- Points brought forward against waiving the entire Bantam team due to potential revenue loss, disruption to ice time, fear of players quitting, and concern for player development. It was also noted that the District 10 Director will likely not allow an entire team to be waived.
- Several board members voted to "stay the course" (Option B), which involves trying to find players from other associations if numbers drop.
- One Member expressed discomfort voting without speaking to the affected families first and plans to reach out to them for more solid numbers.
- One Member disagreed with waiving the entire team, citing past injuries and the potential for a small team to be in trouble if players are out. It was also asked if it was discussed to have one association level at B1 and the other at B2, and about reaching out to players with late summer birthdays who might play Bantam another year.

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Email Vote: Childcare / Arena Plans	Vote		Vote#1 passes to plan for daycare on the main level.
<p><i>Notes/Discussion:</i></p> <p>Summary: Email thread discussing the preliminary design study for a childcare and arena plan in North Branch, with a focus on where to locate the childcare facility to secure a \$500,000 grant.</p> <p>President initiated the discussion, presenting a concept plan for the childcare space on the main floor and requesting a vote by tomorrow at 5 PM on whether to place the daycare on the main level (option 1) or the second floor (option 2). He emphasized the urgency to avoid losing the grant and having to pay for the design study out of pocket.</p> <p>Vote was requested for these two options: #1 - Ok for the day care to be on the main level per the plan #2 - Daycare on the 2nd floor</p> <p>Several board members weighed in with their opinions. The general consensus leans towards placing the childcare on the first floor due to easier access, safety, and cost-effectiveness.</p> <p>Concerns were raised regarding the loss of storage space if the daycare moved to the first floor, but it was clarified that the conference room would move upstairs (to a 750 sq ft space previously intended for storage), and alternative storage for mite equipment would be found. The importance of the grant for the overall arena project and the need to be flexible with usage were also highlighted.</p>			

Action Items

Action Item	Responsible
Discuss ODR Agreement with City of NB	

Meeting Adjournment

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Adjournment	Brooke Robinson	Shannon Schmeling	Motion Carries Unopposed
Notes/Discussion: 9:01pm meeting adjournment			