

NBAHA Board Meeting

Monday July 21, 2025

North Branch Public 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>

Other Positions				
	Position	Name	Present	Absent
Non-Voting Positions	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			
Gambling	Gambling Manager	Tom Garin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Attendees	
Luke Hamann	
Chad Tolzman	
Jessica Frederick	
Tyler Frederick	

Call to Order:

Attendance / Quorum (70% min.): 10 of 11

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Call to Order 7:12p	Ken Fritz	Terra Waters	Motion Carries
<i>Notes/Discussion:</i>			

Approval of Previous Minutes:

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Approval of Previous Meeting Minutes	Sarah Skillings	Ken Fritz	Motion Carries
<i>Notes/Discussion:</i>			

Executive Board Reports:

President's Report:

- Received \$1500 Platinum Sponsorship - Huot Construction
- Received \$150 Bronze Sponsorship - Prism
- No monthly President's meeting to report on
- Previous approval for painting
 - \$1260 for her time to paint the shack. Previous approval was for up to \$750...new motion needed

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
ODR Shack Painting	Sarah Skillings motion for payment of \$1260	Terra Waters	Motion Carries - General Account
Notes/Discussion: \$30/hour to paint the shack. Total \$1260			

- Golf Outing for District 10 - Friday Sep 5th @ 11:30p total cost is \$380 for a foursome

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
D10 Golf Outing	Brooke Robinson	Sarah Skillings	Motion Carries - General Account
Notes/Discussion: Motion for single foursome - \$380			

- MN Hockey - Golf Benefit @ Bunker Hills - many options for golf sponsorship

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
MN Hockey Golf Outing			
Notes/Discussion: Decided to not pursue			

- MHOA Minnesota Hockey Officials Association - Madden's - Sunday August 17th

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
MHOA Golf Outing			
Notes/Discussion: Decided not to pursue			

Vice President (Brooke Robinson)

- Low on registrations - currently only 1 registration for traveling.
 - Jessica Carlson going to send out Facebook posts
 - Need to get out registration open signs
 - Brooke sending another email out.
- Received thank you from canvas health

Financial Report:(Rachel Paavola)

General Account Balance: \$10,489.01

Money Market Account Balance: \$62,253.07

Gambling: See Gambling Report

- June a bit down on revenue
- May was a good month of revenue

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Quick Books for association	Rachel Paavola motions up to \$50 / month for quick books subscription indefinitely	Brooke Robinson	Motion Carries
Notes/Discussion: Got flagged in our audit that we need better money management. \$20 per month through quick books.			

One reimbursement for \$500 to Becky Parlin for Goalie Reimbursement - no motion needed.

Gambling Report (Tom Garin):

- Sat down with gambling control board - we passed with flying colors! Minor findings.
 - The biggest thing that came out of it - gambling manager required to be a board member and we need 13 minimum board members.
 - Raffle winning drawing location needs to match the raffle tickets.
 - Some additional minor things on raffle items.

Lawful Purposes: None this meeting

Old Business:

Action Items/Follow-up from Previous Meeting: Nothing for Old Business

New Business:

Brent Martfeld - Ice Hockey Systems & Player Skills Training

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Ice Hockey Systems	Brooke Robinson Motions for up to 15 coaches \$550/year	Ken Fritz	Motion Carries

Notes/Discussion:

Website for hosting libraries of drills - great spot for containing association drills / plans

<https://www.icehockeysystems.com/associations>

ASSOCIATION PACKAGES - (BILLED ANNUALLY)
UP TO 3 COACHES - \$188 \$150 USD
UP TO 5 COACHES - \$388 \$225 USD
UP TO 7 COACHES - \$428 \$300 USD
UP TO 10 COACHES - \$688 \$400 USD
UP TO 15 COACHES - \$988 \$550 USD
UP TO 20 COACHES - \$1,288 \$700 USD
UP TO 25 COACHES - \$1,588 \$850 USD
UP TO 30 COACHES - \$1888 \$1000 USD

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Player Skills Training	Brooke Robinson Motion for up to \$5,000 - further board approval for coach	Shannon Huot	Motion Carries
<i>Notes/Discussion:</i> Request for ~ 20 hrs training throughout the 2025-26 season We would need to provide ice time.			

Rider Family

Father passed away - going into peewees this season. Aug. 16th 10am @ spring lake lutheren church - association members are encouraged to attend to show support

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Rider Family - Donation	Brent Martfeld Motion for up to \$150 for Flowers + 100% scholarship for remainder as NB Hockey Player + \$1,000 Check	Adam Skillings	Motion Carries - Gambling Account
<i>Notes/Discussion:</i> Charlie Rider's Father passed away - motion for 100% scholarship for remainder as North Branch Hockey Player			

Scholarship Applications

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Scholarship Applications	Ken Fritz 100% Scholarship with the caveat that they need to fundraise	Brent Martfeld	Motion Carries
<i>Notes/Discussion:</i> 1st year squirt request scholarship donation			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Scholarship Applications	Brooke Robinson 100% Scholarship with the caveat that they need to fundraise	Ken Fritz	Motion Carries
<i>Notes/Discussion:</i> Squirt and a Mite Player request for scholarship donation			

BBL / NB Discussion

NB Board meeting with BBL for more information on potential combined tryout to create a BBL team and a NB team.

After meeting, will have a discussion and a vote to move forward.

Afterwards, we would meet with Bantam families to discuss before moving forward.

Possible may need to give back tournaments if needed...may incur fees.

Opportunity for Non-Parent Coach @ Bantam

Helping fill in for some summer kids currently. Has a good resume. Potential opportunity for us for this coming season.

Committee Reports:

No committee reports this meeting.

Arena Committee

Election Committee (Not Currently Active)

Mite Committee

Fundraising Committee

Coaching Committee

Ice Committee

Registrar Committee

Publicity Committee

Board Member Updates:

Coaching Director

- See New Business section of minutes.

Girls Director

- Nothing - not present

Registrar (Shannon Huot)

- Board Members, please register!!!
 - Board roster due September....please register before next meeting.
- Need to work closely with the Coaching director this season to get coaches properly certified in time.

Ice Director(s)

- Confirming everyone is ok with pre-skates and tryout dates
 - Squirt: All in Princeton
 - Pre-skates : Mon. 9/15, Tues. 9/16, Thurs. 9/18
 - Tryouts: Fri 9/19 @ 5:45p, Sat 9/20 @ 1:30p, Sun 9/21 @ 8:30a, Mon 9/22 @ 5:45p
 - Jason / Brooke looking to confirm with football on potential conflicts
 - Mites:
- A lot of options for Princeton ice - board agrees that 2 x 1.5 hr ice would be preferred over 3 x 1 hr ice.
- A lot of options at super rink 4:10p or 4:30p - looking to book 1 hour of ice there every week for squirts.
- Target for Ice hrs Bantam -60hrs / Peewee -50hrs / Squirt -35hrs

Mite Director (Mike Rundle)

- ODR - a couple DIBS opportunities
 - Wanting to paint the boards.
 - Want to add a door near the shack.

Fundraising

- Cash Raffle - difficult to do at same time with different registration closure dates. (Mites & Traveling)
 - Proposal to wait until Mite Season starts to get cash raffle tickets out.
 - Want to have a form/sheet to track ticket hand out.
- Board Member Fundraising - had 5 board members sell very minimal tickets.
 - Not updating requirement for board.

- All Mites required to sell their share of tickets
- Consider competition fundraising for end of year party...table to next meeting to figure out details.
- Opportunity to add advertising at the ODR.

Volunteer Coordinator (Jessica Ness)

- Need to reset volunteer hours on website.

Goalie Coordinator (Adam Skillings)

- Working with Ice Director for MEGA training
- Looking into getting all NB goalies together as an association.
- Try Goalie day for Mites - look at Oct / Nov timing.

Apparel & Uniforms (Becky Parlin)

- Looking at opening apparel store as soon as possible.
 - Letterman & Prism store

Recruiting

Skate it forward - Brett Nagel

- Zoom meeting last week with all D10 recruiters
 - Main item - try hockey for free - 1st session is moved to september
- Looking into potential different events to go to around town
 - Concerts in the park
 - Flyers at welcome days.
 - Books for better.
 - Hockey day NB in winter.
- Look at mailings out to North Branch area?

Action Items

Action Item	Responsible
Need to update by laws to require 13 voting members? Need to confirm with Tom from Gambling Board.	Tom Garin / Executive Board
Tom Garin needs to be a board member? Need to confirm whether it needs to be Voting / Non-Voting.	Tom Garin / Executive Board
Reset volunteer hours on website	Brett Nagel
Talk about shared drive folder next meeting	Brett Nagel

Meeting Adjournment

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Adjournment	Adjourn 9:55p Rachel Paavola	Brent Martfeld	Motion Carries
<i>Notes/Discussion:</i>			