

NBAHA Board Meeting

Monday August 18, 2025
7pm 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>

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 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"/>
	Webmaster		<input type="checkbox"/>	<input type="checkbox"/>
Gambling	Gambling Manager	Tom Garin	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Attendees	
Nicole Farrell- Books for Better MN	
Jody Oltmans	
Luke Hamann	
Chad Tolzman	

Call to Order:

Attendance / Quorum (70% Min.): 9/11

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Call to Order	B. Nagel	B. Robinson	Motion Carries
<i>Notes/Discussion:</i> 7pm			

Approval of Previous Minutes:

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Approval of Previous Meeting Minutes	S. Skillings	M. Rundle	Motion Carries
<i>Notes/Discussion:</i>			

Gambling Report (Tom Garin):

Gambling Lawful Purposes

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Rush City Fire Department Donation	B. Nagel motions to pay back amount \$250	K. Fritz	Motion Carries General
<i>Notes/Discussion:</i> \$250 – Rush City Fire Dept. - disallowed donation			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
North Branch Lions Donation	B. Nagel motions to pay back amount \$500	K. Fritz	Motion Carries General
<i>Notes/Discussion:</i> \$500 – North Branch Lions - disallowed donation			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
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Huot Floral Arrangement	Motion up to \$200 by Brooke Robinson	Brett Nagel	Motion Carries Gambling
Notes/Discussion: Email 8/14: motion up to \$200 – Floral arrangement for the passing of Diane Huot			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
\$350 Donation to the Fuse	Sarah Skillings	Terra Waters	Motion Carries Gambling
Notes/Discussion: Email 7/23: Harris Days - Fuse Donation			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Bantam Non Parent Head Coach	M.Rundle Motion for \$5000 + Food and Hotel Comp for up to 2 tournaments. Up to \$6500 total	S. Skillings	Motion Carries Gambling
Notes/Discussion: Motion is for Option B: \$5000 payment with compensation for hotel and \$50 per day food stipend. Assumptions for approval amount 2 tournament potential - Food \$50 for 6 days (\$300) + Hotel Stay \$300 x 4 Nights (\$1200)			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Books for Better MN	B. Martfeld motions \$350	B. Parlin	Motion Carries
Notes/Discussion: Nicole Farrell Non-profit - Books for Better. Get books to kids that need them. Attend concerts in the park. Get books to kids locally and in the school. Donations cover books, events, space at the mall in town. Potential for mite flyers in the store front and at events. Jessica Carlson getting advertisements for them.			

- Provide receipts from Nintendo Switch from the Auction.
- Provide invoice for Kreativ HQ \$5,000.

New Business:

Gambling Compliance Action Items

- Increase Board Members to 13 Voting Members
- Gambling Manager Needs to be Board Member
- Raffles / Drawings need to be done at one of our Gambling Sites
- Physical Monthly Report needs to be available to all members
- Lawful purposes that were denied - we can only donate to fire department relief fund

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Gambling Manager - Voting Member	Ken Fritz - motion to add current Gambling Manager to board members as a voting member	Steve McDowell	Motion Carries
<i>Notes/Discussion:</i>			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Recruiting Director	Brett Nagel motion recruiting director to a voting position	M. Rundle	Motion Carries
<i>Notes/Discussion:</i>			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Uniform Director	Brent Martfeld motion to add Uniform Director to a voting position	B. Robinson	Motion Carries
<i>Notes/Discussion:</i>			

Scholarship Requests

- Request from 3 additional families for scholarships
- Next year, we need to put a deadline for reviewing scholarships (currently the form states 9/1). We should also try to hit a budget

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Family A Scholarship	S. Skillings Motions 100% Scholarship (\$1660+\$225)	B. Martfeld	Motion Carries
Notes/Discussion: Family requesting scholarship for family hardship (1 bantam & 1 mite). Exec Board recommending 100% scholarship. The family is still expected to volunteer & fundraise.			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Family B Scholarship	K. Fritz Motions 100% Scholarship (\$1660+\$1250) with extended payment plan option	M. Rundle	Motion Carries
Notes/Discussion: Family requesting scholarship for family hardship (1 bantam & 1 squirt). Family has had previous scholarships. Exec board recommending 50% scholarship. The family is still expected to volunteer & fundraise.			

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Family C Scholarship	S. McDowell Motions 100% Scholarship (\$1250)	S. Skillings	Motion Carries
Notes/Discussion: Family requesting scholarship for family hardship (1squirt). Exec board recommending 100% scholarship. The family is still expected to volunteer & fundraise.			

For the future, we need to outline guidelines around scholarships, timing etc.

- 2 scholarship request form due dates (Mite & travelling)
- Travelling scholarships due August 1st.
- Mite scholarships due October 1st.
- Send it to the secretary in the future.

- Add check boxes for ask - whether it's amount, extra time, etc.

Traveling Registration Review

- Targeting minimum of 10 skaters, 1 goalie per team

Hockey Pictures (Terra Waters)

- Pictures will likely be at the library

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Hockey Pictures	K Fritz Motions for same company	B Martfeld	Motion Carries
<i>Notes/Discussion:</i> Use the same company as last with additional tasks to make sure continuity.			

Executive Board Reports:

President's Report:

D10 President's Meeting 8/4

- Discussion about player development with D10 - have checking and competitive contact clinic (association pays ice + \$125 / hour to have)
- Limit of 5 coaches on roster (4 on bench max.) - does not include student coaches
- Locker Room Monitors - need background check and safesport - do not need to be on roster - need to send a list to Colleen at D10
- Tryouts - coaches and locker room monitors need to have all their requirements
- School waivers due Sept. 30th
- Mites - would like to see 2 practices per game for mites.
 - Includes outdoor and dryland
 - Pre-skates count towards this metric
- Mite Directors meeting in Isanti 9/10 @ 6pm
- Mites only allowed 7 full ice games
- Higher level team should have a roster of 15 - higher team should have more players
- Tryouts - more emphasis on scrimmaging and less skills/drills
- Declarations (final) Oct 5th, absolute Oct 17th.

Financial Report:

General Account Balance:

Money Market Account Balance:

- Need to Storage Unit for Equipment & Commercial Insurance on arena

Gambling: See Gambling Report

Committee Reports:

Arena Committee

Arena Grant Update

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Grant Manager	B. Robinson motions to hire Jamie Prettner in the amount of \$8k from our grant money. If grant falls through, we will cover with association.	B.Nagel	Motion Carries
Notes/Discussion: Need a grant manager to make sure we get the grant and comply with the terms of the grant. Funds will come out of the grant award. However, if we don't get the grant, we will have to pay out of association.			

Budget to finish the current phase - \$2.5M (doesn't include grants we have already). Thinking ~\$1.7M remaining.

A loan would get the current phase completed for Sept. 1st 2026 project approval.

Board Member Updates:

Coaching Director (Brent Martfeld)

Still waiting for information back on a potential skills coach.

Girls Director (Heather Naegele / Steve McDowell)

No updates

Registrar (Shannon Huot)

No updates

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

No updates

Mite Director (Mike Rundle / Logan Miller)

ODR - Paint/Stain

- White stain from Menards - supplies

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Supplies & Equipment Rental - Paint, Hinges, Door, Sprayer etc.	Mike Rundle for \$1500	B. Martfeld	Motion Carries General
<i>Notes/Discussion:</i> Will need for supplies & equipment rental			

Spoke with city administrator - got a key for anytime entry

Had a discussion about flooding - maybe potential there in the future.

Looking into advertising banners on netting - potential.

Skate It Forward Update (Nagel)

MN Wild Intermission Skate

- Scheduled for Sunday 12/21 5pm Game Against Avalanche
- Total Amount \$8804.24 for 151 tickets - already paid \$500 for deposit (previously approved)

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
MN Wild Mite Skate 150 Ticket Package	Brett Nagel motions for \$8304.24	B. Martfeld	Motion Carries General
Notes/Discussion: Need to make payment \$8304.24 remainder for MN Wild Mite Intermission skate ticket package Open up ticket sales ASAP - note that we won't have practice scheduled.			

Fundraising (Sarah Skillings / Lindsay Edwards)

Cash Raffle Team Competition Details & Winner Prize (Nagel / Skillings)

- Needs more work on details

Fundraising Items (Skillings)

- New Sponsors
 - Platinum Sponsor Les Schwab- \$1500
 - Gold Sponsor Tomo - \$600
 - Gold Sponsor Zinpro - \$600
- Bingo Event
 - Tailgaters - talking to; high school is doing bingo in october
 - Looking at another weekend in Nov/Dec
- Cub Foods Event in Forest Lake

Volunteer Coordinator (Jessica Ness)

Volunteer DIBS Policy - Review Locker Room Monitors as a potential volunteer hours opportunity.

Goalie Coordinator (Adam Skillings)

Apparel & Uniforms (Becky Parlin)

Recruiting (Jessica Carlson)

Action Items

Action Item	Responsible
Copy of Bylaws	Brett Nagel - complete
Update Website	Brett Nagel - complete
Information re board members to Tom	Brett Nagel - complete
Provide receipts from Nintendo Switch from the Auction to Tom Garin	Jessica Ness
Need to pay Storage Unit for Equipment & Commercial Insurance on arena - Tom Garin provided mail invoices	Rachel Paavola
Books for Better - recruiting information	Jessica Carlson
Payment for MN Wild - connect with Jason	Brett Nagel - complete

Meeting Adjournment

<i>Item</i>	<i>Motion</i>	<i>Second</i>	<i>Outcome / Action</i>
Meeting Adjournment 10pm	M. Rundle	K. Fritz	Motion Carries
<i>Notes/Discussion:</i>			