

MEETING MINUTES
Grand Forks Youth Hockey Association
Board Meeting
Monday, April 8, 2024
BLC Board Room, Grand Forks, ND

Call Meeting to Order: 5:32pm President Erik Fabian called meeting to order.

Members in Attendance: Erik Fabian (President), Jordan McIntyre (Treasurer), Chuck Jacobi, Jeff Groven, Shaun Endres (Vice President), Cassie Scheving (Secretary), and Jen Schultz appeared in person. Brad Lucke, Executive Director, and Peggy Lucke (Accountant) were also in attendance. Jason Ulmer, Hockey Director and Margot Miller, Girls Growth and Development Director attended the meeting but came in after the meeting started. Jessie Close, Tournament Director and Scheduler, was absent.

Approval of March 2024 Minutes: Cassie sent meeting minutes to the Board prior to the meeting. Shaun motioned to approve March meeting minutes, Jordan seconded, all in favor, none opposed, minutes approved.

New Business: State Attorney General's Gaming Office wants the gaming procedure outlined by GFYHA. State has a generic policy that was provided to GFYHA and Peggy revised it based on how GFYHA runs its gaming. Peggy sent to members prior to the meeting for review and approval. Jordan motioned to approve the gaming and internal control manual, as revised by Peggy, Jeff seconded, no further discussion, all in favor, none opposed, motion to adopt the gaming and internal control manual is approved. Cassie will put date adopted on the manual save in the files and send to Peggy to provide to the State.

Discussed raffle, registration, and SportsEngine app.

Financial Report: Jordan sent the Board March financials by email prior to the meeting.

General Funds:

- 3900: \$375,551.86
- 3900 Girls: \$10,616.07
- Endres Scholarship: \$5,000
- 4007: \$565.35
- Spicer Fund: \$0
- Certificate of Deposit: \$110,782.38
- Other Assets (A/R, Gift Certificats): \$14,707.05

Gaming:

- 3809: \$326,512.05
- 3908 (Trust): \$110,700.32
- Cash Banks: \$37,000.00
- Certificates of Deposit: \$117,329.30

Concessions:

- 0802: \$116,712.72

Concessions Current Liabilities:

- Sales Tax, A/P: \$10,131.84

Account 4007 is no longer needed; Peggy recommended to close account and move funds to general fund account. Jordan motioned to close Acct 4007 and move funds to general account, Chuck seconded, no further discussion, all in favor, none opposed, motion carried.

Cassie motioned to approve financial report, Shaun seconded, no further discussion, all in favor, none opposed, motion carried and financials are approved.

Gaming: Gaming Tax Return (Q1 - 3/31/24) due is \$13,238.59. The required minimum transfer to the gaming trust account is \$57,166.52. Discussed the tax return and the excess. Discussed the gaming trust account being used for GFYHA's expenses for gaming purposes. Jordan will discuss money market accounts with GFYHA's rep at Choice Bank and may move more trust funds over to allow the money to grow for use towards the mission. Jordan motioned to approve tax return and transfer of minimum amount to gaming trust account, Jeff seconded, no further discussion, all in favor, none opposed, motion carried. Cassie addressed the purpose of putting money in CD's or other investments, to use for mission and purpose of the association as well as operational expenses like programming, equipment, staff, etc. Erik also added the ability to partner with any GFPD investments or improvements of facilities if/when that comes up. Hugo's was presented with a renewal letter and Hugo's made the move to another association.

Park Board Update: Discussed new indoor facility, briefly.

Blue Line Club Update: Rink manager's daughter has cancer and is currently in Chicago for treatment. Fundraising event scheduled for May 2, 2024. GFYHA will donate a player registration to the auction for the event.

Girls Growth and Development Director Update: Margot joined the meeting after the girls' camp that started today. Margot has been working the last two weeks on organizing camps and outreach. There are 25-26 girls registered for the shooting and stickhandling camp. Try hockey for free is scheduled for Sunday April 21st and May 5th – flyers will be going out, info for businesses, and a plug will be on Valley Today TV program. School district requires \$25 to put flyer and information in bulletin/newsletter. Local businesses will post the flyer and Margot is working on collecting equipment.

New clinics scheduled for Thursday night from May – August for 8u, 10u, and 12u skaters. Margot will also be running a couple more Try Hockey for Free in the fall prior to season start.

Margot discussed needing starter bags – hoping to get funding through Briana Decker's endowment fund through USAH, and will go to Scheels and Gerrells to see if they will support/help with the equipment needs.

Margot held a meeting with all coaches from the girl's program and that meeting went well, received feedback regarding prior seasons. Margot laid out her expectations and rules so coaches are aware of what to expect. Margot will help with practice plans, practices, and support for teams.

Margot met with EGF to discuss 8u program, this is a process and will continue to be. GFYHA will have to decide whether they want to do their own thing or work with EGF to buy into the co-op program. Margot is open to other suggestions for this program as well.

Fall camp with Lamoureux sisters will be in September. Margot received good ideas from parents for a girls' kickoff event from 8u to High School. Discussed girls participating by rollerblading in the Potato Bowl Parade and Homecoming Day Parade. A lot of good ideas coming through and working on managing them and trying to incorporate some of the ideas. Board supports Margot and her efforts and encouraged her to lean into volunteers to assist with organizing and lending a hand so it's not all on Margot's shoulders.

Margot can use the Angel's fund to support the girl's program, such as the \$25 fee to get information out on Parent's Connection email through the School District for getting hockey information out to youth in the community. Brad will work on getting Margot a credit card for reasonable operational expenses.

Margot would like to get Kaley Baker more involved on the girl's goalie side, she's willing to be on the ice for practices and work with goalies. Kaley would be interested in coaching a team as well, but also working with goalies. "Behind the Mask" goalie development program would be good to incorporate, Margot will look into this more.

Hockey Director Update: Jason was on the ice during the meeting. Brad reported that tryout dates and ice are booked for next fall. Spring camp has started. Jessie sent out an email for tournaments for next year. Two changes from last year – 15u back with "girls" weekend, add PWAA with BAA over Christmas/New Year. CVB is fine with bringing in 3rd party to help with lodging for tournaments. GFYHA is on track with tournaments at this point in the year.

Ulmer joined the meeting after camp session ended. Ulmer reported that there will be two weeks of scrimmages (T/Th) during the first two weeks of October for PW/12u and Bantam/15u prior to tryouts and this is set up already.

Open staff position(s): Discussion regarding admin position. Board discussed starting with part-time position and could potentially move into full time as it evolves. Range of hours can start with 20-30 per week. Peggy suggests having this admin position having gaming and oversight duties to support those areas. Next step is for Board to create job description and get it posted. Wage DOE and will be discussed further, year-round position, not benefited at this time, schedule varies during the day/week, could potentially move to full time. Jen and Brad will work on job description and Cassie will assist getting it posted within the next week or two. Jeff work on questions for candidates and interview. Hiring committee will conduct interviews and

provide recommendations to the full board. Jordan motioned to approve this admin position, Jeff seconded, no further discussion, all in favor, none opposed, motion carried.

Discussed the potential need for a concessions manager, especially someone that has a health certificate with the city/state to run a concession. Not much storage for stock of concessions items. Concessions is a big job that is busy. May need better card readers as the card reader goes down each weekend. Discussed starting with card only concessions and upgrading to better/upgraded card reader so it is more consistent and reliable. Brad will research cost for credit card readers and get information back to the board.

Annual Member Meeting: Will set the date at the May meeting for the annual member meeting. Must be done prior to mid-June based on bylaws.

Adjourn: Shaun motioned, Jeff seconded, meeting adjourned at 7:28pm.