



OYHA Board Meeting Agenda July 14, 2022

I. Call to Order

Called to order at 5:31 pm at Edge Ice Center

II. Roll Call

Present: Kayla Edds, Ashley Everly, Matt Madej, Justin English, Jason Koger, Meredith Wilkerson (via conference call), Erica Selby (via conference call), Jody Hulsey, Kaci Coomes, Kim Stranathan, Chris Gendek

Absent: Mike Aldrich

III. Approval of Minutes

- Discussion of minutes from Jun 1, 2022 Motion to approve by Kayla, seconded by Matt, approved without amendment

IV. Order of Business

A. Reports of Officers and Committees

- Treasurer Report-Budget process update-Meredith, Team treasurer documentation and expense report appended at end of the minutes
- President Report-Need to clean up Slack so more cooperation and not attacks of people or dismissive of ideas, little time needed to reach out to other groups
- Coaches-in-Chief Report-Summer league update-numbers down in terms of regular showing up, further discussions, fall house deadlines (end of September; mid-October or early November start date for house), call for coaches, days of week-going to be assigned to a separate meeting to discuss days of week and restructuring house. Probably going to require a non-house league coach

Unfinished Business

- 3v3 Tournament proposal – Mike, deferred, not present for board meeting
- Budget, fundraising, promotions – Erica, pushing 100X fundraiser
- Lottery gaming license – Mike, deferred not present for board meeting
- Referee update-Kim, USA Hockey declined referee clinic, said EVV does not charge for room so they're going to host, forwarded info to interested coach candidates
- Final discussion and vote on travel regulations and procedures
- End of summer league, debrief on summer league-All
- Pure hockey/ rebirth/ transitioning to jr rampage in future years; sponsorship update-Kaci, just received Rebirth prices today, will be able to meet minimum, also got mockups, sooner order submission rather than later. Deadline for order submissions Jul 31, 2022
- Pure Hockey just needs Koger's signature for sponsorship program
- Setting Blast Bash date-Meredith, March 6 -11,
- Keys-Koger will get keys to Chris and Kaci
- Proposal to rekey locks to proshop and storage areas-Koger will get cost proposal from Mackenzie for combo locks
- Development committee-Mike, committee plans to introduce hockey to new people-deferred, Mike not present
- Pro shop staffing proposal-Erica, develop rotation or ideas for ensuring someone always present before events

B. New Business

- None listed

Conclusion:

Kayla motioned to adjourn at 6:25pm. Ashley seconded. Meeting adjourned at 626.

Next meeting scheduled for July 26, 2022, 530pm, Edge Ice Center

Treasurer's Meeting

New Treasurers:

Before checks can be written from any accounts, signature cards must be signed. These will be emailed to you.

May/Try out ice bills are currently due. I will email those to you today to pay after you complete the signature cards.

Expenses:

Monthly ice bills will be emailed to you. Checks should be written to the City of Owensboro and sent/dropped off at Edge Ice Center.

Keep ALL receipts. Since accounts do not have card access, you (or a coach or team parent, etc.) are able to use a personal card and can write a reimbursement check but you MUST have the receipt prior to reimbursement. I will need a copy of all receipts. You can email those to me monthly with the report explained below or in December of each year.

Reporting:

Each month I will also email you a bank statement. You should review the statement then use the Google Sheet I have shared with you to submit a summary of all credits and debits. An example is below. I use this information to classify income and expenses when it is time to file our tax return.

Date	Check #	October Transactions	Debit	Credit	Balance	Reconcile
1-Oct		HundredX - AP Verify		\$ 0.01	\$ 4,074.05	✓
1-Oct		Spurrier Dues		\$ 305.00	\$ 4,379.05	✓
7-Oct		HundredX Fundraiser		\$10,848.00	\$15,227.05	✓
13-Oct	1159	Hulsey Team Account payout for St Louis - Heartland Hockey: The Fall Classic hotel stay to play	\$ 217.00		\$15,010.05	✓
16-Oct	1160	David Clark - 10/16 Cincinnati Games	\$ 70.00		\$14,940.05	✓
16-Oct	1161	Aaron Weaver - 10/16 Cincinnati Games	\$ 70.00		\$14,870.05	✓
18-Oct		OYHA transfer for House League from Wagner Team Account	\$ 114.00		\$14,756.05	✓
18-Oct		OYHA transfer for House League from Girten Team Account	\$ 174.45		\$14,581.60	✓
18-Oct		OYHA Transfer for Big Bear - Written In Stone Tournament	\$1,275.00		\$13,306.60	✓
18-Oct		OYHA Transfer for Big Bear - Arctic Blast Tournament	\$1,420.00		\$11,886.60	✓
27-Oct		Transfer to Squirts for Cole Edds dues from his Team Account	\$ 235.00		\$11,651.60	✓
28-Oct	1162	Mark Cody - 10/21 & 10/28 Practices	\$ 200.00		\$11,686.60	

Tax Exempt:

We are tax exempt for purchases and for fundraiser income. I will email a copy of our purchase exemption certificate. This is the information you will need to provide to retailers for them to waive tax.

Travel Dues:

Each team is able to set their own payment terms for dues. Your dues should be set by totalling budgeted expenses and dividing by the number of players. Regardless of payment plans, all travel dues must be paid by 12/1 of each season. Players are not to participate in games or practices if they fail to pay in full by 12/1. Any issues with this, please contact me.

Mullins Awards:

Mullins award recipients receive a scholarship from the Mullins family. This money goes directly to the player's dues, not to the general team balance.

This year's recipients are listed below.

Branson Link - \$500 - Rampage

Trevor Coomes - \$250 - Bantam

Elijah Burton - \$250 - PeeWee

Start/End Balances:

Each account's \$0 balance is \$1,500.00. At the conclusion of the season, your account must have \$1,500 or more. This year, the Bantam team's \$0 balance will be \$1,000.

If money is left at the end of the season, it is divided among players who stay with OYHA and allocated to their team. How this money is used is determined by the team.

Example - 12 squirt players at the end of the season. 4 move up to PeeWee, 6 stay at squirt level, 2 leave the association.

If \$1,000 surplus (over the required \$1,500) you would divide it as follows-

\$1,000 divided by 12 players = \$83 per player.

\$83 x 4 players - goes to PeeWee account

\$83 x 6 players - stays in the Squirt account

\$83 x 2 - goes to OYHA general fund

If players leave OYHA, that money is forfeited to OYHA

**Rampage requirements differ

Once I complete all of the transfers mentioned above, I will let you all know your starting balances.

Membership Fee:

OYHA is looking to set a membership fee that each team would be required to pay to the association. This fee would cover HeadsUp Concussion testing (\$435 annually), SportsEngine app and website access (\$595 annually), and USAHockey score sheets (\$100 - \$25 per 100 sheets). This fee has not yet been determined but projected at \$200 or less per travel team per season.

Jersey Orders:

The Rebirth/jersey order will take place later this summer. OYHA writes one check to the company and each team pays OYHA. Shipping expenses will be divided among the teams ordering. These are typically at least \$60 from each team- plan accordingly!

Refunds:

A reasonable effort should be made to ensure that money paid in dues or fundraised should be used to benefit the team as a whole (book a training camp, additional tournament, team event, hotel stay reimbursement). If those options are not possible, refund checks can be written to parents.

Hotels:

Hotels cannot be paid for by the travel team. Reimbursement checks can be written to parents for hotel stays, with receipt.

Multiple Receipt Forms:

I strongly suggest using multiple receipt forms when collecting money. These are very helpful when collecting dues, fundraiser money, etc at the same time. This will give you the ability to differentiate between money collected for different reasons or to ensure cash is recorded correctly. A blank form is included as an attachment.

Fundraisers:

OYHA does not currently hold a gambling license that is required for any "games of chance" (raffles).

Dasher Boards:

Dasher board sales and how they benefit the team/player will be released soon. OYHA is working to re-vamp this fundraising opportunity and will send out details ASAP.

Any Questions?!

Call or text me any time! 270.993.9114

Treasurer's Report - Meredith Wilkerson

7.14.22 OYHA Board Meeting

General (OYHA) Fund

Account balance: \$11,635.10

Total encumbered: \$5,750.00 Summer House league budget

Balance \$5,885.10

Expenses since last meeting (4/26): \$250.00 Summer House refunds

\$125.00 Facebook ads

\$2112.50 March ice bill

\$1500.00 marketing lease

\$385.82 ice branding (need to discuss \$214.18 extra

donated)

\$1000.00 Mullins scholarship disbursement

Income since last meeting: \$118.23 Amazon Smile

\$4050.00 Summer house league dues

The meeting with the team treasurers went well. The document that I presented to them has been uploaded to the #documents channel in Slack and emailed to each board member. This covers all of the expectations for the upcoming season. Signature cards for those taking over accounts should be emailed today from Eve Holder at Independence Bank.

The standard moving forward will be to divide any remaining team money over the required \$1500 minimum balance amongst players that stay with OYHA. The money will be divided by how many players were on the team and then disbursed to the team they will play on in the upcoming season. Any player who leaves the association will forfeit that money to OYHA.

I am implementing a \$200 travel team membership fee. This is to be paid from each travel team to OYHA at the beginning of every season to cover USAHockey scoresheets, HeadsUp concussion testing, SportsEngine access, etc.

Pro Shop

Account balance: \$1280.71

