



**Minutes - Board of Directors**

**August 14, 2023, 7 PM @ STMA Arena Community Room**

*Board Members Present: Megan Esterberg, Kristin VanHeel, Alyssa Shaughnessy, Chad Vitzthum, Megan McChesney, Adam "Woody" Schoh, Jon Dubel, Jack Rowan*

- I. **Call to Order-** 7:02 pm
- II. **Addition or Amendments to Agenda as Presented-** N/A
- III. **Approval of Minutes-** A motion was made to table the 7/10, 7/18 and 7/25 minutes so they can be updated and be brought for approval at the next working meeting. Motion approved.
- IV. **Gambling Report-** A motion was made by Alyssa Shaughnessy and seconded by Chad Vitzthum to approve the gambling report as presented. Motion approved.
  - Expenses:
    - June Expenses:\$191,685.57
    - July Expenses: \$225,345.76
    - Estimated August Expenses: \$256,913
      - \$60,000 GF Donation
      - \$80,000 Taxes
    - Estimated September Expenses: \$269,378
      - \$60,000 GF Donation
      - \$85,000 Taxes
  - Updates/Other Items:
    - GCB Compliance Audit (review of last 4 months)
    - Golf Tournament Pull Tabs \$500
    - Fund Loss Approval from GCB \$6,435
    - YOY Comparisons - Added Expense Sheet for proposed actual/proposed expense breakdowns
    - D Michael Bs to have booth open 7 days a week
- V. **Non-Voting Reports-**
  - **Recruitment & Retention - Ashlie LeGrande**
    - The parade float needs to be stored and will be moved to the gambling storage site for storage.
    - There will be tables with information at the elementary open house/orientation for recruitment.
    - A motion was made by Adam "Woody" Schoh and seconded by Alyssa Shaughnessy to approve the following:
      - Up to \$1,500 for Learning to Skate (ice time, coaches, bags, etc.);



- Up to \$1,000 for giveaways items with a QR code for registration;
- Up to \$2,000 for a-frames and signs for recruitment;
- Committee members: Kirk DeMerchant (Hockey Day St. Michael), Laura Bistodeau (Theme skates), Heidi Boser (Theme skates) and Tom Czech (Big/Little Mentors and Goalie Retention).

Motion approved.

### VI. Voting Board Reports-

- **D5 Representative-** Aaron Levin (Absent)
  - The District lost \$8,200 last year, which was offset with a one-time \$10k reimbursement from MN Hockey.
  - Officials: the District is planning to host five ref seminars. Refs can cover 120-125 games/day. No planned blackout weekends. However, there will be some weekends where only district games will be allowed and these will be provided at the scheduling meeting. Tournament officials need to be requested at least 30 days in advance.
  - Rosters: Board rosters are due to the district by 10/4. Team rosters need to be submitted before any scrimmages happen. They can be adjusted until 12/3.
  - District scheduling meeting is planned for the weekend of 10/14. No district games will be scheduled 12/23-12/27. 15U teams will play a D10 schedule, all other levels will be played within D5. D4 will be considered part of D5 this year, this is done on a rotating basis
  - Locker room policy was changed by MN Hockey. Locker Room Monitors need to be in the locker room at all times and there can't be 1:1 adult/player interaction.
  - Team declarations are due at the October meeting.
  - D5 is allowing 7 full ice Mite/8U games, after 1/15. They are considering a Mite/8U league in the future.
  - No changes to the waiver process for this season.
- **Fundraising Coordinator-** Alyssa Shaughnessy
  - Golf Tournament Update - Teams are full! The auction goes live on Monday and we are hoping to make over \$3K.
  - KnightHawk - The event will be held most likely on Feb. 21, 2023 at St. Albert's Parish Center featuring IV Play. A motion was made to spend up to \$10,000 for KnightHawk, as well as add Kelsey Ritenau as a Committee Member. Motion approved.
  - Bean Bag Tournament - Will be held October 1st at Neighbors. More info coming soon.



- **Mite/8U Coordinator-** Jon Dubel
  - Planning for the upcoming season is underway. Working with the HOC on coaching of skills, level leads, evaluations and selecting teams. Also needing to decide an age for Mites/8U - can 4 year olds play?
- **Registration Coordinator-** Chad Vitzthum
  - Registration numbers are supporting projected team designations. There are 30 travel players who have not signed up this year.
  - The team is working on a Coaches Registration page with portals and CEP. Chad Vitzthum would like to be invited to talk through coaches to talk through meeting requirements.
- **HOC Admin-** Adam Frost
  - We have a final meeting set with rep from Team Genius for 8/21/23 and will be ready to present final recommendations to the voting board at the working meeting.
  - The tryout plan is being finalized for board approval and will be ready at the working board meeting for final review.
  - The HOC has sorted through coaching applications and all level directors have their list of coaches that fill out the application. Head coach interviews will be taking place towards the end of August and beginning of September. Connecting with an additional list of people who said they would help coach in registration, but did not fill out the application as requested.
  - The HOC is working on finalizing the coverage schedule for tryouts so appropriate positions are covered on the ice and benches.
- **Girls Travel Coordinator-** Gillian Rousslange (Absent)
- **Boys Travel Coordinators-** Megan McChesney

### VII. Executive Report

- **Operations-** Adam “Woody” Schoh
  - There will be a Policies and Procedures Committee that includes Adam “Woody” Schoh, Gillian Rousslange, and potentially Aaron Levin along with one HOC member and two general association members (preferably HR/policies people). All volunteer hours will be covered. An email will go out in September with the request.
- **Finance-** Jack Rowan
  - A motion was made by Adam “Woody” Schoh and seconded by Chad Vitzthum to approve up to \$1,000 for first aid kits for coaches. Motion approved.
  - Checking Activity



## ST. MICHAEL-ALBERTVILLE YOUTH HOCKEY

Category	Deposits	Expenses	Sum of Net
Registration	130,806.48		130,806.48
Gambling	50,000.00	41.28	49,958.72
Advertising	2,600.00	965.00	1,635.00
Fundraising	400.00		400.00
Miscellaneous	283.83	658.05	-374.22
Professional Services		557.00	-557.00
Dryland		5,432.15	-5,432.15
Tournaments	5,850.00	13,350.00	-7,500.00
Refunds		32,869.12	-32,869.12
<b>Grand Total</b>	<b>189,940.31</b>	<b>53,872.60</b>	<b>136,067.71</b>

- **Communication-** Kristin VanHeel
  - Working on communications planning for the season with Danielle Castro (Website Coordinator) and Nicholette West (Communications Assistant).
  - Jessica Hindermann is doing a great job with the Volunteer Coordinator role!
- **President-** Megan Esterberg
  - The association gave a \$50,000 donation to the Arena Board. The Board will work on a wish list to share with them.
  - The City of Albertville is going to charge up to 10% on STMA's gambling net profits. More information to be shared soon.

VII. **New Business-**

VIII. **Old Business-**

- Bylaws - Megan plans to have the bylaws completed by season start.
- Policies and Procedures - A committee is being formed.
- Arena Banners/Trophy Case - Kristin will reach out to Pinnacle Printing.

IX. **Open Forum-**

X. **Adjourn- 8:55 pm**