



Agenda - Board of Directors

March 8, 2023, 7 PM @ STMA Arena Community Room

Board Members Present: Megan Esterberg, Adam "Woody" Schoh, Jack Rowan, Kristin VanHeel, Gillian Rousslange, Chad Vitzthum, Aaron Levin, Adam Frost, Megan McChesney, Alyssa Shaughnessy, Jon Dubel (On Google Meet)

- I. **Call to Order-** 7:02 pm
- II. **Addition or Amendments to Agenda as Presented-** Add financials, update gambling expenses and move the gambling report to the end of the meeting.
- III. **Approval of Minutes-** A motion was made by Adam "Woody" Schoh and second by Aaron Levin to approve the following minutes: [4/10/23](#), [4/10/23](#) and [4/30/23](#). Motion approved.
- IV. **Gambling Report-** RaeLynn Cook (Absent/Kristin VanHeel provided the report).
 - Expenses:
 - April Reporting and Expenses of: \$346,227.54
 - Estimated May Expenses: \$219,105.00
 - Cedar Creek Golf Course
 - Premises Permit Application Fee \$150.00
 - 2 Plexi Bins with Cash Drawers \$450.00
 - License Scanner \$850.00
 - KnightHawk Gambling Loss of \$868.70
 - 2 games at \$62.35/ea
 - Game 1 net loss of \$110.00
 - Game 2 net loss of \$620.00
 - Game auditing cost of \$14.00
 - Updates/Other Items:
 - Fund Loss from 1/31/2022 (burglary at 152 Club); another continuance requested by the defense and agreed to by the Judge. Next court date 6/27/23.
 - Villa Bar and Grill closure, last day of business 5/7/23.
 - Property to be transferred to D Michael B's Resort Bar & Grill
 - (a) Booth (structure), pull tab games and supplies
 - (i) Hoping to be up and running by 6/1/23
 - (b) License scanner, scale and safe
 - (c) Bingo and meat raffle supplies and equipment
 - (i) Set to start on 5/17/23
 - D Michael B's Resort Bar & Grill lease modification sent to the



Gambling Control Board

- Annual Cash and Inventory Count as required by MN Revenue within 30 days of FYE is underway; will send forms to file to the Director of Finance once complete.
- General Fund Donations for FYE 4/30/23 total \$775,000.00!
- A motion was made by Gillian Rousslang and seconded by Aaron Levin to approve the gambling report as given. Motion approved.

V. **Board Reports-**

- **D5 Representative-** Aaron Levin (No report)
- **Fundraising Coordinator-** Alyssa Shaughnessy
 - Alyssa Shaughnessy referred to Ashlie LeGrande, KnightHawk Chair, to recap the KnightHawk event. The band was fantastic and would consider having them again. Ashlie LeGrande will email the profit and loss to the Voting Board. She thanked her committee for all their hard work. Tammy Tupper thanked Ashlie LeGrande for all her hard work. Alyssa Shaughnessy has a request in to Grant Fitch in regards to taking the ice out for the KnightHawk next year.
 - Golf Tournament planning is underway and will be held August 18th, 2023. Registration will go live soon. The Golf Committee has asked all Voting Board members to reach out to their network. The Golf Committee should look at the online auction. Preview of the [golf budget overview](#). A motion was made by Chad Vitzthum and seconded by Adam Frost to approve \$14,000 for the golf budget. Motion approved.
 - Alyssa Shaughnessy is working on other events including a [Cash Calendar Raffle](#).
 - The Board discussed team fundraising. Teams will need to ask the Board of Directors for approval.
- **Mite/8U Coordinator-** Jon Dubel (No report)
- **Registration Coordinator-** Chad Vitzthum (No report)
- **HOC Admin-** Adam Frost
 - Hockey Operations Director Boys and Girls Applications closed 5/7/23. Adam will be coordinating interviews with qualified candidates as soon as possible. Kristin VanHeel will send a poll to the Voting Board to set up interview dates. Kristin VanHeel will be sharing the information from previous years with Adam Frost and he will share the process and bios with the Board.
- **Girls Travel Coordinator-** Gillian Rousslange



- Gillian Rousslange started registering for tournaments; others will open on June 1st. She worked with Jack Rowan and Brandon Mitchell for recommendations.
- **Boys Travel Coordinators-** Megan McChesney
 - Megan McChesney started registering for tournaments. Several YHH tournaments have been booked. She's in touch with associations on the current tournaments that are open. Continuing to monitor other options and building a tentative outline on tournaments for all levels; working with Jack Rowan on this. She has also asked the HOC for recommendations on team numbers per level which is still TBD.
 - The Preview Cup will be December 8, 9 & 10.

VI. Executive Report

- **Operations-** Adam "Woody" Schoh
 - [Non-voting Role Approval](#). A motion was made by Megan Esterberg and seconded by Gillian Rousslange to approve the non-voting role approval.
 - Working on hiring a new Gambling Manager. This Manager needs to be in place by May 30th at the latest. Hopefully, we will be conducting interviews this week to make a recommendation. The Gambling Manager position will be posted internally and shared via association communications. Adam "Woody" Schoh and Kristin VanHeel will conduct interviews along with one additional Board Member and Committee Member. The Voting Board will connect The goal is to have a person in place by May 19th; must be in place by May 30th or gambling will cease until a hire. Must be a member of the association for the past 90 days.
- **Finance-** Jack Rowan
 - If you have any cost of hockey needs, let Jack Rowan know ASAP.



ST. MICHAEL-ALBERTVILLE YOUTH HOCKEY

Funds in all Bank Accounts as of March 31, 2023

714,716

Deposits	202,597
Expenses	51,668
Net Change	150,929

Checking Activity

Category	Deposits	Expenses	Net
Gambling	105,000.00		105,000.00
Registration	54,727.93		54,727.93
Fundraising	25,386.09	9,977.98	15,408.11
Taxes	14,600.00		14,600.00
Miscellaneous	2,532.59	30.00	2,502.59
Sponsorships	350.00		350.00
Admin		120.17	-120.17
Tournaments		2,030.29	-2,030.29
Coaching		2,150.00	-2,150.00
District Fees		4,220.00	-4,220.00
Dryland		5,432.15	-5,432.15
Professional Fees		9,820.00	-9,820.00
Ice		17,887.50	-17,887.50
Grand Total	202,596.61	51,668.09	150,928.52

- **Communication-** Kristin VanHeel
 - Communications methods including the website and social media are being reviewed and updated to ensure a fresh start for the season.
 - The volunteer season for 2022-2023 ended on April 30. Currently there are 50 players who will be charged \$500 for not completing their hours. The policy is under review for the 2023-2024 season and will be shared with the board in May. Kristin VanHeel will connect with Shana Stenberg to audit the remaining hours to see volunteer vs. hockey hours.
 - Kristin VanHeel will work on finding a location. A motion was made by Chad Vitzthum and seconded by Gillian Rousslang to approve \$1,500 for the Meet & Greet. Motion approved.
- **President-** Megan Esterberg
 - Arena Board canceled May's Arena Board Meeting scheduled for May 8th due to no pressing agenda items.



- Sublease of dryland facility by FHIT shall commence on June 12th through August 25th. No Arena Board approval is needed since sublease mirrors previous year's sublease. Prepared draft of 2023 Sublease Agreement and forwarded it to FHIT Owner Justin Johnson via email for his review and signature.
- Connected with Insurance Agent Dan Zachman about renewal of our insurance policy that it set to expire on June 9th. Zachman confirmed underwriting is currently working on the renewal for the 2023-24 policy year, and will forward it once available.
- Attended Minnesota Hockey's Association Leader Excellence Conference on May 5-6th at the Marriott Minneapolis West. The HOC Director Conference will be in September.
- Minnesota Special Hockey request for approval. See [link](#) for details. A motion was made by Megan Esterberg and seconded by Adam "Woody" Schoh to provide the Minnesota Special Hockey program one hour of ice on Sundays. Motion approved.
- Megan Esterberg spoke with Grant Fitch about using the Community Room for free in the Summer.

VII. **New Business-**

VIII. **Old Business-**

- Bylaws.
- Policies and Procedures
- Arena Banners/Trophy Case- Coach Hindermann will make a request to Mark Cross about building a trophy case. Volunteer positions will be added to keep the case clean. Parameters will also be added for what we keep.
- **Votes For Ratification:**
 - Email Vote: Approval to increase the budget by \$4,000, resulting in a total of a \$14,000 budget. Motion approved.
 - Executive Board Email Vote: Approval to pay for a one night hotel room stay for Megan Esterberg at the Minnesota Hockey Leadership Conference. Motion approved.

IX. **Open Forum-**

- Dryland facility question - can the dryland facility be open for members to use on days when there is no FHIT? There will be further discussions with the new HOC.

X. **Adjourn- 8:40 pm**