

IRON RANGE HOCKEY ASSOCIATION REGULAR BOARD MEETING



6-May-20

Admin:

Facilitator	Chris Roose
Scribe	Jill DuBord
Time Keeper	Matt Heinzl

Attendees:

✓ Chris Roose - President	✓ Doug Bourdeau	<input type="checkbox"/>
✓ Tim Lystila – Vice President	✓ Matt Heinzl	<input type="checkbox"/>
✓ Perry Wooden - Treasurer	✓ Kristin Knapp	<input type="checkbox"/>
✓ Jill DuBord - Secretary	<input type="checkbox"/> Mark Menhennick	<input type="checkbox"/>
✓ Jayne Mattias	✓ Brett Nelson	<input type="checkbox"/>
✓ Betsy Dank	✓ Dale Hopper	<input type="checkbox"/>

Agenda Item:	Purpose (Alignment / Decision)	Start Time	Moderator	
<input type="checkbox"/> Call to Order ▫	Alignment	6:35	Chris	Meeting called to order at 6:35 pm on May 6, 2020. The meeting continued on June 3, 2020 at 6:35 pm
<input type="checkbox"/> Review Agenda/Approve Agenda ▫ Review Agenda; Additions? Omissions? ▫ Review Ground Rules	Decision-Should any topics be added, removed, or changed for this week's discussion?	6:36	Chris	Motion to approve agenda by Kristin Knapp, supported by Betsy. Motion carried.
<input type="checkbox"/> Review Minutes/Approve Minutes	Alignment	6:37	Chris	Motion by Betsy to approve the minutes of the April 8, 2020 board meeting and supported by Kristin. Motion carried.
<input type="checkbox"/> Treasurers Report ▫ Review Cash Flow ▫ Review P&L Fiscal Year Comparison ▫	Alignment	6:38	Perry	Perry presented the Treasurers report. End of the year P&L was due May 1 and has been submitted. Profits for the Holiday Tournament were \$1,920.03. There is a CD maturing at Range Bank 10/27/2020, to be discussed at a later date. Motion by Kristin to pay the ice bill for \$3,168.00, supported by Jill. Motion carried.
<input type="checkbox"/> Communications ▫	Alignment	6:45	Chris	\$472.48 came back from the Community Fund to put back into Project Zebra. Eagle Mine to distribute the money at a later date for a new skate sharpener.

<input type="checkbox"/> Public Comment on Agenda Items <ul style="list-style-type: none">▫ 3 Minute Limit per person▫ 15 Minutes on any one topic▫ No complaints▫ Comments shall follow board protocol and complaints will follow policy	Alignment	6:52	Chris	None
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<p>New Business</p> <ul style="list-style-type: none"> ▫ A: Presidents meeting ▫ B: Finance committee recommendation on budget ▫ C: Set Registration rates ▫ D: Timeline and Duties for Registration/Raffle ▫ E: Set season calendar ▫ F: Goalie Training ▫ G: Update on D8/CUP meeting ▫ H: MAHA Summer Meeting ▫ I: By-Laws ▫ J: Affiliate Agreement ▫ K: Committees ▫ L: Gun Raffle/Fundraising ▫ M: How to Maintain the nets for small goals-new netting and paint ▫ N: Updated Concession Policy/LTS Letter ▫ O: Position Exemption of Duties Policy ▫ P: Need a policy to define the end of the season ▫ Q: Modilfy Refund Policy ▫ R: Lockerroom volunteer policy ▫ S: Team Size Policy ▫ T: Job Posting Descriptions ▫ U: Welcome meeting for new parents/Agenda ▫ V: Timing coaches background checks ▫ W: Holiday Tournament – Do we want to do it? ▫ X: SportsEngine ▫ 	<p>A Alignment/Update B Decision C Decision D: Decision E: Decision F: Decision G: Update H: Alignment/Update I: Update J: Alignment K: Decision L: Decision M: Decision N: Update O: Alignment/Decision P: Decision Q: Alignment/Decision R: Alignment S: Alignment/Decision T: Alignment/Update U: Alignmen/Decision V: Alignment W: Alignment/Decision X: Alignment/Decision</p>	<p>6:53</p>	<p>A: Chris B: Chris/Perry C: Chris D: Chris E: Team F: Jayne G: Matt H: Chris/Perry I: Chris J: Chris K: Chris L: Chris M: Chris N: Chris/Betsy O: Chris P:Chris Q: Chris R: Chris S: Chris T: Chris U: Chris/Betsy V: Chirs W: Chris X: Chris</p>	<p>A: Chris had forwarded the Presidents meeting to the Board. 5 committees set up to investigate different areas for the upcoming season and COVID 19. B: \$135/hour for ice for 2020/2021 season. Recommendation on budget tabled until next meeting due to not sure how COVID 19 will effect the season. Waiting to see if MAHA makes a recommendation. C,D and E: Tabled until next month/meeting. F: Goalie training, moving forward with Marquette. G: Kathy Sterett is stepping down. Regionals in Iron River and Escanaba. We are hosting 14U Districts. February 11,12, 13, and 14, 2021 is the Mens Tournament. Manistique has Midgets. High School season starts November 2, 2020 tenatively. H: MAHA Summer Meeting – up in the air whether it is online or in person. Tabled until next meeting. I: All of our By-laws are ok. J: Affiliate Agreement is due August 1, 2020. K: Committee members picked: see attached Excel document. L: Betsy made a motion to have the gun raffle money collected at the time of registration. If a player does not take the ice, they are responsible to pick up the raffle tickets when they become available. The gun raffle money will not be refunded. Supported by Matt. Motion carried. M: On next month’s agenda to come up with a plan to maintain the nets. N: Update/create the Concession Policy/LTS letter/Welcome to Hockey Letter to be done by Betsy. O: The Position Exemtption of Duties Policy is going to be updated by Jill P: Tim will make a recommendation on the Definition of the end of the season. A policy will then be made. It will be put on a future agenda. Q: Clarification needed between Midget/High School pre-season and pre-skate refunds. Update by Chris and put on a future agenda for 1st read. R: The Lockerroom Attendant Policy needs to be updated and put onto a future agenda to have 1st read, Jill to update S: Team Size Policy to be looked into. T: Job Posting Descriptions to be on a future agenda. U: Welcome meeting for new parents is in conjunction with the LTS letter that Betsy is working on.</p>
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				<p>V: Waiting for further information on the season before sending information about background checks.</p> <p>W: Motion by Jill to not do the Holiday Tournament and if Marquette wants to buy our ice we make it available to them, supported by Tim. Motion carried.</p> <p>X: Staying with SportsEngine.</p>
<input type="checkbox"/> Committee Reports <ul style="list-style-type: none"> ▫ A Standing Committees ▫ B Ad hoc Committees ▫ C 	A Update B Update C	7:48	A: B: C:	A: Credit card bill due on June 1. Grant Committee to be meeting in the next 2 weeks.
<input type="checkbox"/> Old Business <ul style="list-style-type: none"> ▫ A 2019 AA Flights for 50 ▫ B ▫ C 	A: Update B C	7:53	A: B: C:	A: Flights for 50 will be part of the gun raffle fundraising.
<input type="checkbox"/> Board Member Comments <ul style="list-style-type: none"> ▫ 5 Minutes total round table ▫ Items missed and essential ▫ Board member shall ask for New Business 	Alignment	7:55	Team	Jill made a motion to pay the VISA bill for \$60, supported by Matt. Motion carried. Goalie training is tentatively going to be 4 sessions – 3 hours long, 1 in October, November, January and February. 6:30-9:30, more to follow. \$60 version of QuickBooks was purchased.
<input type="checkbox"/> Public Comment <ul style="list-style-type: none"> ▫ 3 Minute Limit per person ▫ 15 Minutes on any one topic ▫ No complaints Comments shall follow board protocol and complaints will follow policy	Alignment	8:05	Chris	None
Adjournment	Alignment	8:07	Chris	<p>Motion to adjourn the meeting by Perry, supported by Doug. Motion carried. Meeting adjourned at 8:07 pm.</p> <p>Next Meeting is June 3, 2020. It will be a continuation of our May Work Bee Meeting.</p> <p>Motion to adjourn the June 3, 2020 meeting by Betsy, supported by Dale. Motion carried. Meeting adjourned at 8:42pm. Next meeting is July 1, 2020.</p>

Action Items

Date Added	Action Item	Due	Complete	R	A	C	I
6/26/19	Emergency Action Plan		<input type="checkbox"/>				
3/11/2020	Concession Stand Procedure/Letter, Mock up Agenda and LTS letter		<input type="checkbox"/>	BD			
6/3/2020	Locker Room Attendant Policy updated			JD			
6/3/2020	Position Exemption of Duties Policy updated			JD			
6/3/2020	Refund policy updated			CR			

	For Further Discussion, at end of meeting or at subsequent meeting.	Due	Complete	Respons
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	
			<input type="checkbox"/>	

Board Member	Term
Chris Roose	4/1/2018 to 3/31/2021
Tim Lystila	4/1/2020 to 3/31/2023
Jayne Mattias	4/1/2018 to 3/31/2021
Perry Wooden	4/1/2018 to 3/31/2021
Dale Hopper	4/1/2020 to 3/31/2023

Betsy Dank	4/1/2018 to 3/31/2021
Matt Heinzl	4/1/2020 to 3/31/2023
Jill DuBord	4/1/2019 to 3/31/2022
Doug Bourdeau	4/1/2019 to 3/31/2022
Mark Menhennick	4/1/2019 to 3/31/2022
Brett Nelson	4/1/2019 to 3/31/2022
Kristin Knapp	4/1/2019 to 3/31/2022

IRHA Meeting Ground Rules:

1. **Show up on time and be prepared:**
2. **Stay mentally and physically present:**
3. **Contribute to meeting goals:**
4. **Attack the problem, not the person:**
5. **Drive resolutions and bring issues to closure:**
6. **Minutes will be sent within 24 hours of Adjournment**
7. **Complaints follow board policy**