

# IRON RANGE HOCKEY ASSOCIATION REGULAR BOARD MEETING



2-Sep-20

**Admin:**

Facilitator	Chris Roose
Scribe	Jill DuBord
Time Keeper	Matt Heinzl

**Attendees:**

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

Agenda Item:	Purpose (Alignment / Decision)	Start Time	Moderator	
<input type="checkbox"/> Call to Order ▫	Alignment	5:40	Team	Meeting called to order at 5:40 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?	5:40	Chris	Motion to approve agenda by Jill, supported by Dale. Motion carried.
<input type="checkbox"/> Review Minutes/Approve Minutes	Alignment	5:40	Team	Minutes of August 12, 2020 to be approved. Motion by Matt to approve the minutes and supported by Brett. Motion carried.
<input type="checkbox"/> Treasurers Report ▫ Review Cash Flow ▫ Review P&L Fiscal Year Comparison ▫	Alignment	7:00	Perry	Perry presented the Treasurer's report. Motion by Betsy to pay \$785 invoice to Chapman & Myers, supported by Matt. Motion carried.
<input type="checkbox"/> Communications ▫	Alignment	5:45	Chris	We received a grant from the West End Health Foundation for \$1,500. Did not receive the Restart Grant.

<input type="checkbox"/> Public Comment on Agenda Items <ul style="list-style-type: none"> <li>▫ 3 Minute Limit per person</li> <li>▫ 15 Minutes on any one topic</li> <li>▫ No complaints</li> <li>▫ Comments shall follow board protocol and complaints will follow policy</li> </ul>	Alignment	5:50	Chris	None
<input type="checkbox"/> New Business <ul style="list-style-type: none"> <li>▫ A: Determine COVID 19 Refund Policy/Hardship Refund</li> <li>▫ B: Policy for Concession Stand fines</li> <li>▫ C: Discuss what LTS and ADM looks like for staffing, directors, nights of the week based on COVID level</li> <li>▫ D: Raffle</li> <li>▫ E: Sponsorships</li> <li>▫ F: Survey or Update</li> <li>▫</li> </ul>	A Alignment B Alignment C Alignment/Decision D: Decision E: Alignment/Decision F: Decision	5:51	A: Team/Perry B: Betsy C: Team D: Team E: Team F: Team	A: 1 <sup>st</sup> read of the COVID Refund/Hardship Refund B: 1 <sup>st</sup> read for concession stand fines. C: Ad Hoc committee for COVID: Brett, Tim, Matt, Dale, Betsy and Jayne. They will meet with the city and discuss what the season will look like due to COVID. D: Raffle tickets gone to printer and will be ready to distribute September 30, 2020. E: Karen sent out letters to sponsors to see what they would like to do this year. F: An update will be made to FaceBook by Betsy about when registration is open and what the city is doing. Kristin made a motion to get rid of the late fee for the 2020/2021 season. Supported by Mark. Motion carried.
<input type="checkbox"/> Committee Reports <ul style="list-style-type: none"> <li>▫ A Standing Committees</li> <li>▫ B Ad hoc Committees</li> <li>▫ C</li> </ul>	A Update B Update C	6:45	A: B: C:	A: Nothing to report
<input type="checkbox"/> Old Business <ul style="list-style-type: none"> <li>▫ A</li> <li>▫ B</li> <li>▫ C</li> </ul>	A: Update B C	7:04	A: B: C:	A: None
<input type="checkbox"/> Board Member Comments <ul style="list-style-type: none"> <li>▫ 5 Minutes total round table</li> <li>▫ Items missed and essential</li> <li>▫ Board member shall ask for New Business</li> </ul>	Alignment	7:05	Team	Kristin made a suggestion that we not do pasties in October, maybe delay to another month. Tim wondering about how many referees we will have retained from Project Zebra. Tim going to reach out to the coaches. The Affiliate Agreement has to be done. Nate Williams would like to rent 1 ½ hours of ice weekly. It will need to be confirmed with the city. Betsy will field the question on LTS registration.

<input type="checkbox"/> Public Comment <ul style="list-style-type: none"> <li>▫ 3 Minute Limit per person</li> <li>▫ 15 Minutes on any one topic</li> <li>▫ No complaints</li> </ul> Comments shall follow board protocol and complaints will follow policy	Alignment	7:27	Chris	None
Adjournment	Alignment	7:29	Chris	Motion to adjourn the meeting by Betsy, supported by Kristin. Adjourned at 7:29  Next Meeting is October 7, 2020.

**Action Items**

Date Added	Action Item	Due	Complete	R	A	C	I
6/3/2020	Position Exemption of Duties Policy Update		<input type="checkbox"/>	JD			
6/3/2020	Locker Room Attendants Policy		<input type="checkbox"/>	JD			
6/3/2020	Refund/Clarification for High School/Midgets in the Refund Policy		<input type="checkbox"/>	CR			
			<input type="checkbox"/>				
			<input type="checkbox"/>				

	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"/>	

<b>Board Member</b>	<b>Term</b>
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**