

# IRON RANGE HOCKEY ASSOCIATION REGULAR BOARD MEETING



8-Apr-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 – V. President	✓ Doug Bourdeau	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Perry Wooden - Treasurer	<input type="checkbox"/> 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	6:34	Team	Virtual Meeting called to order at 6:34 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 and supported by Betsy. Motion carried.
<input type="checkbox"/> Review Minutes/Approve Minutes	Alignment	6:37	Team	Minutes of March 11, 2020 meeting to be approved. Closed session meeting minutes will be delayed until a future one-on-one due to privacy concerns. Motion by Tim and supported by Matt. Motion carried.
<input type="checkbox"/> Treasurers Report ▫ Review Cash Flow ▫ Review P&L Fiscal Year Comparison ▫	Alignment	6:38	Chris	Chris presented the Treasurers report.
<input type="checkbox"/> Communications ▫	Alignment	6:42	Chris	None

<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	6:43	Chris	None
<input type="checkbox"/> New Business <ul style="list-style-type: none"> <li>▫ A: Election of the Board of Directors/Officers</li> <li>▫ B: Organizational Agenda Items</li> <li>▫ C: 2<sup>nd</sup> read of the Bookkeeper Policy and changes to Bylaws</li> <li>▫ D: 2019 AA Flights for 50</li> </ul>	A Decision B Decision C Alignment D: Alignment	6:43	A: Team B: Team C: Chris D: Chris	A: Motion by Jill for Chris Roose to be President, supported by Betsy. Motion carried. Motion by Jill for Tim Lystila to be Vice President, supported by Jayne. Motion carried. Motion by Betsy for Perry Wooden to be Treasurer, supported by Doug. Motion carried. Motion by Betsy for Jill DuBord to be Secretary, supported by Jayne. Motion carried. B: Motion by Matt to continue with TruNorth Federal Credit Union for our banking and Range Bank for our CD, supported by Betsy. Motion carried. One abstained vote. Motion by Betsy to authorize the Treasurer with the President as back up to sign checks, supported by Jill. Motion carried. Motion by Jill to have Chapman and Myers, CPA's PC to perform our yearly tax obligations, supported by Betsy. Motion carried. Motion by Jill that monthly meetings will take place at 6:30 pm at the Negaunee Ice Arena in the conference room on May 6, July 1, August 5, September 2, October 7, November 4, December 2, January 6,2021, February 3, March 3 and April 7, supported by Tim. Motion carried. Motion by Jill to designate Karen Holmgren as bookkeeper, supported by Betsy. Motion carried. C: Motion by Tim to approve the ByLaws as presented, supported Jill. Motion carried. Motion by Jayne to approve the Bookkeeper Policy, supported by Jill. Motion carried. D: More to follow, will be talked about at a future meeting.
<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	7:24	A: B: C:	A: A grant for goalie gear for the older kids called "The Big Save" was applied for. Karen closed out Project Zebra, a request was put in to use the extra money not used to go back into the program. Project Zebra 2 was applied for.

<input type="checkbox"/> Old Business <ul style="list-style-type: none"> <li>▫ A : Calendar</li> <li>▫ B</li> <li>▫ C</li> </ul>	A: Alignment B C	7:31	A: B: C:	A: April Calendar items were noted.
<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 shll ask for New Business</li> </ul>	Alignment	7:33	Team	None
<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	7:35	Chris	None
Closed Session  Adjournment	Decision/Update  Alignment	7:42	Chris	Motion to adjourn the meeting by Betsy, supported by Matt. Adjourned at 7:42  Next Meeting is May 6, 2020.

**Action Items**

Date Added	Action Item	Due	Complete	R	A	C	I
6/26/19	Emergency Action Plan		<input type="checkbox"/>				
3/11/20	Quick Books not supported, a call to be made		<input type="checkbox"/>	CR			
3/11/20	Concession Stand Procedure/Letter, Mock up Agenda and LTS letter		<input type="checkbox"/>	BD			
4/8/20	Submit P&L to Cathy Starett	May 1	<input type="checkbox"/>	PW			
			<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"/>	

Board Member	Term
Chris Roose	4/1/2018 to 3/31/2021
Tim Lystila	4/1/2020 to 3/31/2023
Open Position	
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**