

**Salmon Hockey Association Agenda**  
**March 24, 2021, 6:30pm at the rink**

Board Members Present: Jane Dougherty-Sandstrom, Todd Baumer, Amalia Phillips, Kim Nelson Jared Bragg, Melinda Knott, Austin Bockelman, Ryan Larson, Amy Baumer

Other attendance: Teva Bragg, Robert Crispin

**Old business:**

- Approval of February 24, 2021 Meeting Minutes
  - **Motion made, seconded, and passed to approve February meeting minutes**
- Zamboni Update (Todd)
  - **Old Resurfacer - Robert recommends getting rid of the old Zamboni. Stanley is in need of a Zam - maybe Dillon, Stevensville as well .**
- Rink Update (Robert, Kevin)
  - **Compressors are shut down for season. Summer maintenance is needed. Zamboni needs yearly maintenance - Robert and Kevin will coordinate. Top priority Compressor #2 rebuild. Proposal \$60 per hour not to exceed 60 hours to accomplish this task. They would like to start next week to complete by end of April. Brine circulating pump needs rebuild - can be done in Idaho Falls. We had to replace a motor so a replacement is no longer on site - so should we order a replacement not. Cover for fans would be good. Spots on boards need to be replaced. Use plexiglass on corners to help with the damage from the Zam. Robert will talk to Mike about hot water heaters. New nets - full size. We have a few curtains that need repair. Todd adjusted the list and board needs to revisit - turn back to Todd by **April 5th. Motion made to purchase a fan spare, rebuild the brine, seconded, passed.****
  - **Spring Clean-up date is April 17<sup>th</sup>.**
- Handbook Update – Committee (Kim)
  - **Group is starting to get going; needs to meet**
- Update Project List (Todd)
  - **See above under rink update**
- Concrete/Rink Upgrade Committee (Jane)
  - **Jared presented to City Council – they want a formal request to get it officially approved.**
- Change of Meeting Date (Jared)
  - **More research needed on by-law changes before the board can proceed/**
- Treasurer’s Responsibility (Jane)
  - **Jane sent out a copy of the proposal - Ryan is willing to be Treasurer - Business Manager? Jenny Tracy might be interested. Motion made - split the Treasurer into a Treasurer and Business Manager based on the duties sheet, seconded, passed.**

Treasurers Duties	Business Managers duties
<u>QuickBooks</u> <ul style="list-style-type: none"> <li>• Enter all transactions (checks, deposits, debit card, EFT, automatic deposits, etc)</li> <li>• Reconcile monthly with bank statement</li> <li>• Track fundraisers income vs expense</li> <li>• Track division expenses (\$500 a season &amp; \$100 trophy allotment)</li> </ul>	<u>Salmon Hockey Email Account</u> <ul style="list-style-type: none"> <li>• Check &amp; respond to SHA gmail account emails regularly.</li> </ul>
<u>SHA Board</u> <ul style="list-style-type: none"> <li>• Attend monthly Board meeting and participate as Board member</li> <li>• Development and present Treasurers report at Board meetings</li> </ul>	<u>Coordinate with Referee Scheduler &amp; TM to pay refs</u> <ul style="list-style-type: none"> <li>• Withdraw cash (referee)</li> <li>• Review Ref expense reimbursement and provide to Treasurer for payment</li> </ul>
<u>Pay Bills</u>	<u>State of Idaho</u>

<ul style="list-style-type: none"> <li>• Checks for regular and occasional bills</li> <li>• Automatic (EFT) monitor (Idaho Power)</li> <li>• Online (Ace, Diamond Creek, etc)</li> </ul>	<ul style="list-style-type: none"> <li>• Register SHA with SOS office yearly</li> </ul>
<u>East Idaho Credit Union</u> <ul style="list-style-type: none"> <li>• Review automatic withdrawals &amp; deposits regularly</li> </ul>	<u>IRS</u> <ul style="list-style-type: none"> <li>• Issue 1099s as needed (copy to state)</li> <li>• Review regulations for non-profit status – inform SHA Board if needed</li> <li>• Work with Allen Accounting to file non-profit tax report (annual)</li> </ul>
<u>State of Idaho</u> <ul style="list-style-type: none"> <li>• Calculate and pay sales tax quarterly</li> <li>• Pay workers comp as necessary (report as needed)</li> </ul>	<u>Team Managers (TM)</u> <ul style="list-style-type: none"> <li>• Provide start till and ref fees to TM before tournament (weekly in season)</li> <li>• Collect proceeds from TM after tournament (weekly in season)</li> </ul>
<u>Team Managers (TM)</u> <ul style="list-style-type: none"> <li>• Send checks/tournament registrations as requested</li> </ul>	<u>City of Salmon</u> <ul style="list-style-type: none"> <li>• Submit annual bill for rink maintenance</li> </ul>
<u>Rink Managers</u> <ul style="list-style-type: none"> <li>• Pay twice monthly (during season or as directed by Board)</li> <li>• Reimburse expenses as needed</li> </ul>	<u>USPS</u> <ul style="list-style-type: none"> <li>• Check PO Box regularly and act on received mail or distribute as necessary for action</li> </ul>
<u>Communicate and provide/track information as needed</u> <ul style="list-style-type: none"> <li>• Venmo, record deposits as needed into proper accounts</li> <li>• Property Insurance, review and pay annually, respond to providers request for information</li> </ul>	<u>Communicate and provide/track information as needed</u> <ul style="list-style-type: none"> <li>• SHA Registrar, review SportsEngine automatic bank deposits</li> <li>• LOT application, provide financials for application</li> <li>• Referee Coordinator, pay expense reimbursements as needed (weekly in season)</li> <li>• SHA Secretary, provide info on donations so Thank Yous can be sent, as needed</li> <li>• Home Tournament Coordinator (HTC), deposit tournament registrations, assist HTC tracking team registrations and refund if needed (coordinate registration/payments as needed)</li> </ul>

- Norma Cook Funds Committee
  - With the donation coming committee would like a plaque to hang in the snack shack. **Motion made, seconded, passed for a plaque to hand in the snack shack.**

#### New Business:

- Snack Shack Annual Report (Kim)
  - profit overall; what worked great - window worked well for COVID mitigation, visitors understood the upstairs was closed but disappointed. Needs - new coffee pot; Extra food for Mule Sale - the rest than can be donated to After School Promise or Pantry Boxes so it doesn't go to waste.
- Merchandise Annual Report (Amalia)
  - made a profit on merchandise as well with some more that can still be sold.
- Advertisement Annual Report (Austin)
  - 17 advertisers. There is a need for some new plexiglass.
- 2021 Mule Sale (Austin)
  - Austin has agreed to organize the Mule Sale - need someone to run the event. Friday the 9th of April. Kim is volunteering to lead running the booth. This fundraiser is for Peepees and Squirts
    - Other fundraisers: Demo Derby - Bantams, U19, High School, Adults Fair - Mites and Squirts**Motion made, seconded and passed for these to be the fundraiser assignments**
- Referee Fees for 2021-2022 (Jared)
  - Andy proposed new fees for next season.
  - Proposed rates w/ area comparisons

**2 Official System**

	Salmon		Idaho Falls	Bozeman	Halley	Moscow	Boise
	Former Rates	Revised Rates					
Mite	15	20	20	15		15	26
Squirt	20	30	30	20	26	20	27
PeeWee	25	40	40	25	31	25	30
Bantam	35	50	55	40	41	30	30
High School	45	60	70	62	51	35	60
U14 Girls	25	40	45	30	31		
U19 Girls	40	50	45	40	41		
Adult Women	35	50			35	40	44
Adult Co-Ed/Men	45	60			40	40	44

**3 Official System (Ref/Linesmen)**

	Salmon		Idaho Falls	Bozeman	Halley	Moscow	Boise
	Former Rates	Revised Rates					
Mite							
Squirt							
PeeWee							
Bantam	35/25	50/30	55/30	40/25	34/24		
High School	45/25	60/40	70/40	60/40	44/29	60/40	61/30
U14 Girls	40/25	40/30	45/30	35/22			
U19 Girls	40/25	50/30	45/30	40/25	34/24		
Adult Women							
Adult Co-Ed/Men	45/25	60/40					

**4 Official System (Ref/Linesmen)**

	Salmon		Idaho Falls	Bozeman	Halley	Moscow	Boise
	Former Rates	Revised Rates					
Mite							
Squirt							
PeeWee							
Bantam							
High School	45/25	60/40	70/40	50/40			
U14 Girls							
U19 Girls	40/25	50/30	45/30				
Adult Women							
Adult Co-Ed/Men	45/25	60/40					

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- **Proposed Rates**

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Mite	15	20
Squirt	20	30
PeeWee	25	40
Bantam	35	50
High School	45	60
U14 Girls	25	40
U19 Girls	40	50
Adult Women	35	50
Adult Co-Ed/Men	45	60

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- **Motion made, seconded as proposed by Andy, passed.**

- **LOT Request (Jane)**
  - The request has been submitted – Jane went to the meeting and the LOT has approved the 25K to go before the City Council.
- **USA Hockey Background Check Reimbursement (Jane)**
  - proceed as planned without trying to track down receipts
- **SHA Division Travel Tournaments Paid For (Jared)**
  - Decision on current structure was made in Oct of 2016. Board had a discussion and has decided there is no change required.
- **Hussey Funds Received (\$13,927.00)**
  - Update on yearly Hussey Funds coming to the association
- **City of Salmon Annual update (Jared)**
  - Jared updated the City Council with annual update. Positive update with no concerns.
- **Supervisor of Officials (Andy has asked to not be SO)**
  - Andy is resigning and Jake is willing to step in as SO. **Motion made, seconded, passed to approve Jake as SO for 2021-2022.**
- **Score Board (Jared)**

The new brain for the scoreboard is in. Donor gave \$3K for a new scoreboard; to be

placed on snack shack side of rink

Reports:

- Registrar's report –
  - 51 adults
  - 37 termite/mites
  - 25 squirts
  - 16 peewees
  - 6 bantams
  - 13 high school
  - 17 u19
  - 115 youth
- Treasurer's report –
  - See report

**Next meeting: April 28, 2021**