

MIAMA BOARD MEETING
HealthEast Sports Center
Wednesday, October 3, 2018
9:30 am

1. CALL THE MEETING TO ORDER

The meeting was called to order by Katie Broderick at 9:39am

In attendance: Brian Christianson, Katie Broderick, Dean Mulso, Jayson Dwelle, Rich Rakness, Mike Bauer, David Wabbe, Jon Balvance, Rick Ragan, Walt Bruley

Travis Larson arrived at 9:44am

Mat Hennan arrived at 9:50am

Via phone: Jeff Horstman

Guest in attendance at 9:45am – Steve Reeves. Steve left at 11:05am.

2. OPEN FORUM

No open forum

3. APPROVE OCTOBER 2018 AGENDA

Motion to approve agenda by Rick Ragan, 2nd by Brian Christianson. Motion passes

4. APPROVE SEPTEMBER 2018 BOARD MEETING MINUTES

Motion to approve the September 2018 Meeting Minutes by Rick Ragan, 2nd by Dean Mulso. Motion passes

5. ADMINISTRATIVE ASSISTANT/TREASURER REPORT

Dean reported that there isn't much to report administratively. Will begin to get things rolling after this meeting.

Treasurer – Dean discussed he will talk about the budget later, but as of 10/3/18 MIAMA has \$25,145.09. Dean anticipates the end of year balance to be \$15,284.92. MIAMA is still in great financial shape.

6. COMMUNICATIONS DIRECTOR REPORT

Jon reported we currently have 248 Facebook likes 255 Facebook followers of our MIAMA Facebook page. This is up 40 likes from October 2017. We currently have 171 followers on our MIAMA Twitter page which is up 31 from October 2017. As of 10/4/18 MIAMA has spotlighted on our www.miama.org website 40 members, 3 vendors and 1 alumni member. Board discussed other ideas that we would like to add to the website. Board discussed adding the minutes to the website.

7. FALL CONFERENCE REVIEW

Dean reported that overall it went well and nothing stood out that can't be worked on for 2019. Dean heard nice comments about Don Moffit speaking on the Olympics. Sessions seems to go okay, but nothing earth shattering. Numbers were good; 38 booths, 64 Vendor reps on hand and 117 attendees. Jon shared the survey results and the board discussed ideas for 2019. Board discussed vendor meal pricing for one night only lodging. Board discussed the option of having the restaurant/bar open on Thursday night for the group after dinner instead of the lodge bar area. Group can watch the football game and have appetizers. Board discussed the prize giveaways going forward. Board discussed in the future we'll plan to have a board member introduce the presenter/break out session leader for each session. Vendors would like a 1-night option for lodging/food going forward.

8. OLD BUSINESS

A. VENDOR SPONSORSHIP PACKAGES

Board reviewed the sponsorship package for 2019. We will add to the registration a spot for a t-shirt size so we don't order too many.

9. TOPICS FOR 2018-2019

A. SPRING WORKSHOP: Dean Mulso & Jon Balvance

Liaison: David Waabe

B. FALL CONFERENCE: Dean Mulso & Jon Balvance

Liaison: Mat Hennen

C. BOARD NOMINATIONS & ELECTIONS: Dean Mulso & Jon Balvance

D. MEMBER RECOGNITION: Dean Mulso & Jon Balvance

E. EDUCATION PROGRAMS: Dean Mulso & Jon Balvance

Liaison: Katie Broderick, Brian Christianson, Rick Ragan & Jayson Dwelle

F. MIAMA.org and Rinkfinder.com: Travis Larson, Dean Mulso & Jon Balvance

G. MN HOCKEY: Rich Rakness

H. SOCIAL: Dean Mulso & Jon Balvance

Liaison: Rick Ragan

I. RETIREES: Walt Bruley

Walt discussed a new applicant for the retiree committee, Gary Martinson. Motion to approve Gary Martinson for the Retiree Committee. Motion by Rick Ragan, 2nd by Brian Christianson. Motion carries.

J. BY-LAW: Dean Mulso & Jon Balvance

Liaison: Mike Bauer, Rich Rakness, Mat Hennen

K. ARENA TOURS/REGIONAL MEETINGS: Walt Bruley, Dean Mulso & Jon Balvance

10. NEW BUSINESS

A. MIAMA BY-LAWS and VOTING

The board discussed the MIAMA by-laws and voting rights. Committee will get together before the February 2019 board meeting.

B. VENDOR CONFERENCE GRANT PACKAGE FOR 2019

The board discussed that there were vendors at the 2018 Fall Conference that would be interested in sponsoring a grant for someone new to the industry to attend the Fall Conference. Dean sent out a survey to vendors regarding to this potential package and received 4 responses. The board discussed specifics regarding this grant. Katie will draft an email that MIAMA will send out to all vendors about this program. Board discussed the money for this grant would go into a pool. The education committee would pick the recipients of the grants vs. the vendor. Board discussed adding a committee on this subject. Brian Christianson, Katie Broderick and Jeff Horstman volunteered to be on that committee. This committee will get on this right away as we'll need this before we can open the registration for 2019 in December.

C. NEW BOARD SHIRTS

Board discussed potential new board shirts for 2019. Board reviewed ideas and we will try to get samples to try on at the February 2019 board meeting. Jeff Horstman, Mike Bauer, Brian Christianson and Katie Broderick will get pricing and samples for the February 2019 board meeting.

D. MIAMA involvement with MRPA

Board discussed MIAMA involvement with MRPA. Some ideas discussed were MRPA having MIAMA present topics at MRPA and MRPA present topics at MIAMA events. Brian Christianson will discuss with his Parks & Recreation Director who is on the MRPA board.

E. JAMES PADGETT AWARD

Application period will be February 15 – March 15, 2018. Board will vote online via www.miama.org by April 1st.

F. AL PAYNE CONFERENCE GRANT APPLICATION

Grant application period will be approx. February 15 – March 15th. Board will then vote on the conference grant applications online by April 1st. Board will ratify the vote at the May 2019 board meeting and award the winners during the May 2019 Annual Meeting.

G. PROPOSED 2019 BUDGET – REVIEW

The board reviewed the 2019 budget.

H. 2019 FEES – based on approved budget

MIAMA MEMBERSHIP

Facility Member - \$200

New Facility/Vendor Member - \$225

Vendor Member - \$200

MIAMA SPRING WORKSHOP

Member Rate - \$25

Non-Member Rate - \$35

Vendor Trade Show Booth - \$200

Additional Trade Show Booth - \$175

Additional Trade Show Meal - \$25

Vendor Sponsorship - \$200

MIAMA Fall Conference

Full Registration - \$175

One Day Registration - \$80

Vendor Trade Show Booth - \$200

Additional Trade Show Booth - \$175

Vendor Sponsorship - \$200

ISI/STAR Registration - \$350

STAR/ISI Board Member - \$300

Motion to approve the 2019 fees by Jeff Horstman. 2nd by Brian Christianson.
Motion carries.

I. MILEAGE/LODGING REIMBURSEMENTS

The board discussed the mileage/lodging reimbursements for 2019. Board internally waived the registration fees for board members at the Spring Workshop and Fall Conference. Motion to approve Dean Mulso, 2nd by Brian Christianson. Motion carries.

J. APPROVE CONTRACTS THAT ARE DUE FOR PAID POSITIONS

Motion to approve all contracts for the paid positions of Administrative Assistant, Communications Director, IT Administrator and Treasurer by Rick Ragan. 2nd by Jayson Dwelle. Motion carries.

K. APPROVE 2019 BUDGET

Motion to approve the 2019 Budget as presented by Rick Ragan. 2nd by Jayson Dwelle. Motion carries.

L. LAYOUT FORMAT FOR SPRING WORKSHOP 2019

The board discussed the format for the 2019 Spring Workshop and Dean, Jon & David Wabbe will bring the agenda to the board at the February 2019 meeting. The board also discussed potential locations for the 2020 workshop. Dean and Jon discussed going out an extra year to help with budgeting purposes and so we can announce it at the 2019 Spring Workshop to stay consistent with our Fall Conference. The board discussed different options given to the board via the surveys. Jon offered up the Rosemount Community Center for Spring Workshop 2020 for no charge.

Motion by Dean Mulso, 2nd by Jayson Dwelle for the Rosemount Community Center to host the 2020 MIAMA Spring Workshop. Motion carries.

M. LAYOUT FORMAT FOR FALL CONFERENCE 2019

The board discussed the layout format for the 2019 Fall Conference. Board discussed a mix of round tables and speakers for 2019. Board discussed the meat and potatoes of the conference and the reasoning some members may not show up.

N. ARENA TOURS/REGIONAL MEETINGS DURING THE "SEASON"

The board discussed potential areas for arena tours/regional meetings in 2018-2019. Area's discussed were NW Metro Suburbs (St. Michael/Albertville CO2 facility) and possible regional meeting topics were rooftop solar, CO2.

O. MIAMA.ORG BOARD MEMBER ARTICLES

Oct. 2018 – New President: Katie Broderick

Nov. 2018 – Jayson Dwelle
Topic TBD

Dec. 2018 – Jeff Horstman
Vendor Sponsorship Package

Jan. 2019 – Walt Bruley
Regional Meetings

Feb. 2019 – Brian Christianson/Katie Broderick
Grant Applications/Padgett Award

Mar. 2019 – David Wabbe
Topic TBD

Apr. 2019 – Dean Mulso
Spring Workshop Preview

May 2019 – Brian Christianson
R-22 Conversion

June 2019 – Katie Broderick
LED Lighting

July 2019 – Mike Bauer
Rooftop Solar

Aug. 2019 – Jon Balvance
Fall Conference Preview

Sept. 2019 – Mat Hennen
Topic TBD

P. SET MEETING DATES AND LOCATIONS FOR 2018-2019. The board discussed with all board members and specifically the outstate members if it would be ok to hold the February & July meetings in the Metro Area for budgetary reasons.

February 6, 2019: Chaska Community Center - 9:30 am

May 7, 2019: Marshall, MN - TBD

July 10, 2019: Delano Sports Center - 9:30 am

September 3, 2019: Sugar Lake Lodge – TBD

October 2, 2019: Apple Valley Community Center – 9:30am

11. NEXT MEETING – February 6, 2019 at Chaska Community Center - 9:30am

12. ADJOURNMENT

Action Items:

Add Board Meeting minutes to website
Jon Balvance

By-law Committee
Dean Mulso, Jon Balvance, Mike Bauer, Rich Rakness, Mat Hennen
Discuss the by-laws and have plan in place for Feb. 2019

Vender Conference Grant
Brian Christianson, Katie Broderick & Jeff Horstman
Create and get a letter out to all vendors ASAP to obtain specifics.
This must be done so we can have it ready for 2019 registration in Dec. 2018

Board Member Shirts
Jeff Horstman, Mike Bauer, Brian Christianson and Katie Broderick
This group will obtain pricing and possibly samples and bring to the February 2019 board meeting for the board to discuss.

MIAMA involvement with MRPA

Brian Christianson & Katie Broderick

Discuss options for MIAMA to work with MRPA on topics/presenters.

Motion to adjourn by Rick Ragan at 12:09pm. 2nd by Jeff Horstman. Motion carries.

Respectfully submitted,

Jon Balvance

MIAMA Secretary