

**MIAMA BOARD MEETING MINUTES**  
**Delano Area Sports Arena**  
**654 Tiger Drive**  
**Delano, MN 55328**  
**Wednesday, July 10, 2019**  
**9:30 am**

**1. CALL THE MEETING TO ORDER**

The meeting was called to order by President Katie Broderick at 9:34am.

In attendance: Dean Mulso, Jon Balvance, Rich Rakness, Brian Christianson, Katie Broderick, Jayson Dwelle, David Waabe, Rick Ragan, Mat Hennen, Jeff Horstman

Mike Bauer arrived at 9:40am.

Not in attendance: Walt Bruley & Travis Larson

Guests in attendance: Cory Portner, Jane Delahunt

**2. OPEN FORUM**

None

**3. APPROVE JULY 10, 2019 AGENDA**

Motion to approve the July 10, 2019 agenda by Rick Ragan, 2<sup>nd</sup> by Jeff Horstman.  
Motion carries.

**4. APPROVE MAY 7, 2019 MEETING MINUTES**

Motion to approve the July 10, 2019 agenda by Rick Ragan, 2<sup>nd</sup> by Brian Christianson  
Motion carries.

**5. ADMINISTRATIVE ASSISTANT/TREASURER REPORT – Dean Mulso**

Administrative Assistant - Dean Mulso noted that MIAMA is taking in registrations, sponsorships, making calls & emails to finalize all Fall Conference details.

Treasurer – Dean Mulso noted MIAMA has currently have received payment for 117 arena memberships (2017 had 139, 2018 had 137) and 58 Vendor Memberships (2017 had 69, 2018 had 64).

The revenues to date are \$77,980.98, with \$20,658.93 carryover from 2018 for total funds of \$98,639.91.

Expenses to date are \$35,137.48.

Net Balance is \$63,502.43.

**6. COMMUNICATIONS DIRECTOR REPORT – Jon Balvance**

2019 Annual Report - All annual report information is due to Jon by August 1<sup>st</sup>. If you are on a committee, please plan on sending an update from the year. Dean Mulso mentioned that this annual report is required for our MIAMA registration of non-profit status with the State of Minnesota.

MIAMA currently has 288 likes on Facebook which is up 19 from the 269 in May 2019.  
MIAMA currently has 317 follows on Facebook which is up 21 from the 296 in May 2019.  
MIAMA currently has 184 followers on Twitter which is up 3 from the 181 in May 2019.

MIAMA.ORG Board Member Articles (**BOLD – waiting on article**)

**Nov. 2018 – Jayson Dwelle**

**Topic TBD**

Jan. 2019 – Walt Bruley  
Regional Meetings

Mar. 2019 – David Wabbe  
Topic TBD

**May 2019 – Brian Christianson**  
**R-22 Conversion**

**July 2019 – Mike Bauer**  
**Rooftop Solar**

**Sept. 2019 – Mat Hennen**  
**Topic TBD**

**Dec. 2018 – Jeff Horstman**

**Vendor Sponsorship Package**

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

Apr. 2019 – Dean Mulso  
Spring Workshop Preview

**June 2019 – Katie Broderick**  
**LED Lighting**

**Aug. 2019 – Jon Balvance**  
**Fall Conference Preview**

**Oct. 2019 – New President**  
**Member Spotlight**

**7. MIAMA SPRING 2019 WORKSHOP – Dean Mulso, Jon Balvance & David Waabe**

The board discussed the recap of the 2019 MIAMA Spring Workshop.

Dean Mulso mentioned that overall it went well. Dean Mulso thought the survey was good feedback and we really need to take advantage of the facility hosting to present a session on their building especially if they have just done a project or a new building, etc. Also, to use the vendor(s) that work or worked on the facility hosting to present as well. This might go against what we try to do, but it is something different and Dean believes it is what is needed for a change of pace. Also, the night before social was a hit and people want to see that continue. Good list for the new board to select the 2021 location. Dean Mulso really saw the comments about making a much bigger deal for the Padgett Award winner. The board discussed letting the winner know in advance so they can hopefully have as many staff there as possible. At the Annual Meeting when the winner is announced, bring all of the staff to the front of the room. Introduce each staff member and ask for the designated individual from that facility to talk about the projects as MIAMA shows the pictures on the screen. Board also discussed doing the same for the Al Payne Grant winners and asking them to introduce themselves, where they work, what job position and why they applied for the grant. Then take the pictures for our records.

Here are the totals:

146 Grand Total Attendees

78 Attendees

10 SIRO Class Attendees

58 Vendor Attendees

37 Vendor Trade Show Booths

Survey Results

We had 38 people fill out the survey. Board discussed survey results. We had many great comments on the survey. Survey highlights. Have the building that is hosting come up and discuss the facility and that be a built-in breakout session. Bring them up front and introduce them to the group and discuss the facility. The night before social was a big hit.

**8. MIAMA FALL 2019 CONFERENCE – Dean Mulso, Jon Balvance & Mat Hennen**

The board discussed the time of the board meeting on Tuesday, September 3<sup>rd</sup> and decided to have the meeting at 8:45pm at Sugar Lake Lodge.

The conference will run from Tuesday, September 3<sup>rd</sup> – Friday, September 6<sup>th</sup>  
Registration is open until August 15<sup>th</sup> with late fees beginning on August 1<sup>st</sup>.

All 18 holes filled for golf sponsorships, plus the skeet shooting is full.

Full Vendor Membership of 15, 5 general fall conference sponsorships, 10 bean bag boards are full. Finalizing the admin side.

We have most of it ready with BAR and CAM courses offered. Dean Mulso mentioned MIAMA is looking for a company to present the cleaning solutions session and to bring in scrubbers, buffers, etc. to have a hands-on session. Anyone knows of a company (none in MIAMA anymore) let Dean know or reach out to them and see if they would be willing to do a session on chemicals and equipment at the rink. Also looking for someone to present on Friday on protecting your investment – asset management – maintenance schedules, replacement of equipment, Capital improvement plans, etc. Jayson Dwelle will take the lead on that topic for Friday morning. Cory Portner and Mat Hennen will assist with the topic. Dean Mulso will be doing a session on Friday about the Exterior of your buildings that Dean did at ISI. Dean contacted Pat Guyer (Coleraine) and Dale Anderson (Grand Rapids) about a rink tour on Thursday afternoon for those not attending the social events so we are waiting to hear back from them.

Registrations as of 7/9/2019:

- 23 - Fall Conference Attendees
- 22 - Fall Conference Vendors
- 20 - Basic Arena Refrigeration
- 6 - Certificate of Arena Management

FEES – based on approved budget from October 2018.

- Full Registration - \$175
- One Day Registration - \$80
- Vendor Trade Show Booth - \$200
- Additional Trade Show Booth - \$175
- Vendor Sponsorship - \$200
- ISI/ U.S. IRA Registration - \$350
- ISI/U.S. IRA Board Member Registration - \$300

TOPICS AND PRESENTERS – Dean Mulso discussed the presenters.

SCHEDULE – Jon Balvance and the board discussed the schedule.

TRADE SHOW – Wednesday 6:30 – 8:30pm

Board discussed changing when the door prizes are handed out until the end of the trade show at 8:30pm. Board could announce via microphone the prize winners during tear down and give the vendor recognition with the microphone. Board decided to stick with the same as last year. Grand Prize at the end where everyone is back in for the grand prize at 8:30pm.

We will need help from the board to handle the prize giveaways at Wednesday night's Trade Show. We'll have 2 board members take ½ hour shifts for the entire trade show, so we'll need a total of 8 board members to help. We will pull new #'s at the beginning of each shift. If someone hasn't claimed the prize by the end of that ½ hour, that prize goes back into the mix. Use random # generator and track the #'s where people don't show to claim prize.

Wednesday, September 4<sup>th</sup> – 6:30-7:00pm     Brian Christianson & Mat Hennen

Wednesday, September 4<sup>th</sup> – 7:00-7:30pm     David Waabe & Jayson Dwelle

Wednesday, September 4<sup>th</sup> – 7:30-8:00pm     Mike Bauer & Katie Broderick

Wednesday, September 4<sup>th</sup> – 8:00-8:30pm     Dean Mulso & Jon Balvance

Mat Hennen will bring up lights for bean bags if the weather is bad.  
Dean Mulso will get Pete Carlson to run the bean bags.

FALL CONFERENCE PROGRAM – Dean & Jon will finish on August 20<sup>th</sup>.  
FALL CONFERENCE NAME TAGS – Dean & Jon will finish on August 20<sup>th</sup>.

Evaluation Survey will go out on Tuesday, September 10<sup>th</sup>.

Board discussed bringing up the elections at the Fall Conference to get people to vote.  
Board discussed a 2-hour ammonia overview class at the Fall Conference.

John Schuster of the US Olympic Curling team is the Thursday after dinner speaker.

## 9. **COMMITTEE REPORTS**

**BOARD NOMINATIONS & ELECTIONS – Dean Mulso & Jon Balvance**

4 spots open in 2019. Rick Ragan, Mat Hennen, David Waabe and Mike Bauer's positions. We had 8 people apply and the ballots were open until July 1st.

Board discussed the winners and that President Broderick will contact the winners to try and make sure they attend the Fall Conference. We will then have each of them come up front at the Fall Conference Information meeting and discuss why they wanted to be on the board and what they hope to get done. Board discussed having the outgoing board members discuss their experience on the board and this will allow MIAMA to thank them for their service and present them with a plaque. Board discussed changing the procedures online so only 1 person per facility can vote as per the by-laws. Dean & Jon will discuss with IT administrator Travis Larson on our best course of action.

### **MIAMA ELECTION SCHEDULE (3 YEAR TERMS)**

Rick Ragan – 2016	2019-2022-2025-2028-2031-2034-2037
Matt Hennen – 2016	2019-2022-2025-2028-2031-2034-2037
David Wabbe – 2016	2019-2022-2025-2028-2031-2034-2037
Mike Bauer – 2016	2019-2022-2025-2028-2031-2034-2037
Brian Christianson – 2017	2020-2023-2026-2029-2032-2035-2038
Jayson Dwelle – 2017	2020-2023-2026-2029-2032-2035-2038
Katie Broderick – 2017	2020-2023-2026-2029-2032-2035-2038
Vendor Rep – Jeff Horstman – 2017	2020-2023-2026-2029-2032-2035-2038
Past President – Bauer	Year to Year
Treasurer – Mulso	Year to Year
Secretary – Balvance	Year to Year
MN Hockey – Rakness	Year to Year
Retiree Section – Bruley	Year to Year
Website Editor – Larson	Year to Year
Communications Director – Balvance	Year to Year
Administrative Assistant – Mulso	Year to Year

**MEMBER RECOGNITION – Dean Mulso**

The current list of member recognition is on the website and MIAMA will recognize 34 people at the fall conference. We will bring them all up and take a picture per level of years. We would like people to help us keep that list updated.

**EDUCATION PROGRAMS – Dean Mulso, Jon Balvance, Jayson Dwelle, Rick Ragan, Brian Christianson and Katie Broderick.**

Dean spoke with the Ammonia Safety and Training Institute at NARCE. The timing is not good for this year; however, the course is around \$500-\$800 a person and we could offer next fall for something totally different.

**MIAMA.org and Rinkfinder.com – Travis Larson, Dean Mulso & Jon Balvance**

Jon discussed new facilities utilizing the rinkfinder.com function.

## MN HOCKEY – Rich Rakness

Rich Rakness discussed that Dave Margenau who was the president for the last 10 years has stepped down. Steve Oleheiser from District 12 is the new president. Rich also discussed Tier 2 for 14U levels this year. Rich discussed the new screening and Safesport changes for the upcoming year. Jr Gold players will have to take Safesport as they are 18 and in locker-room with minors. MN Hockey is looking at changing the locker-room monitors back to coaches. Board discussed locker-room procedures with Safesport changes for 2019 and 2020.

## SOCIAL – Dean Mulso, Jon Balvance & Rick Ragan

Dean & Jon will reach out to Chris with the MN Wild for a game this winter.

St. Paul Saints and Canterbury were ideas from the survey and the committee will explore these options.

## RETIREEES – Walt Bruley

No report from Walt. Dean mentioned Walt was going to reach out to the retirees to try and get them to attend.

## BY-LAW – Dean Mulso, Jon Balvance, Mike Bauer, Mat Hennen & Rich Rakness

No report

## ARENA TOURS/REGIONAL MEETINGS – Walt Bruley, Dean Mulso & Jon Balvance.

August 14, 2019 at St. Michael/Albertville Arena and Rogers Activity Center. As of July 10, 2019 we have 9 people signed up. SCR has volunteered to host the lunch at St. Michael/Albertville Arena.

## **10. OLD BUSINESS**

### A. 2019 MEETING DATES & TIMES

September 3, 2019: Sugar Lake Lodge, Grand Rapids, MN: 8:45pm

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

### B. James A. Padgett Award

At the May 2019 board meeting the board talked about how to get more people involved and what the award should be for winning. We're not looking for reinvention of the wheel and it's what we've done over the year for the facility. It doesn't have to be a large project. Board discussed how to get additional applications. Board discussed showcasing this at each fall conference during welcome ceremony to keep getting the word out so people understand the process and it doesn't have to be a large project. Board discussed different options for the award vs. large CIP. Example of a change for a complete CIP item to also include a complete change of training materials. Add some more info in the programs for the Spring and Fall. Add to bi-weekly newsletter information to help promote throughout the year.

### C. Al Payne Conference Grant

Add this information to the bi-weekly to help promote throughout the year.

Board is noticing that we are getting more non-manager people to apply and trying to get the managers to let non-people know that this is available.

### D. Frequently Asked Questions

Board discussed adding 1 FAQ to the rinkfinder.com site per month from Jon's list.

MIAMA could add more technical stuff on [www.miama.org](http://www.miama.org) and utilize the list already on the US IRA facility tab. We can link that on our site.

### E. NARCE recap

Jon, Dean, Rick and Mat attended on behalf of MIAMA. MIAMA trade show booth was

the busiest for our booth. Many vendors asking about our association and some attendees talked about the association. Mike brought up if there was any word of another Ice Rink Summit? No one in attendance heard of anything for that future event. Dean discussed for future budgeting of these conferences and the importance of having a Minnesota presence. MIAMA should look at increasing the budget to include all expenses instead of piecing it together. Possibly look at having 1 board member always attend and possibly have an application process to have a member attend each year that would not normally be able to attend from there facility. Board tables this discussion. Board also discussed board members attending these trade shows and making sure they know how to utilize and know how our association works. Board will discuss at the September meeting about creating an internal policy.

F. ISI recap

Normal trade show. Usually more of maintaining a relationship with the associations. They are moving to 2 separate smaller shows.

Board discussed partnering with the national organizations for when they sign up with USIRA and ISI they automatically get into MIAMA and those organizations pay a smaller fee to MN. Information only at this point.

**11. NEW BUSINESS**

A. J. Brian Blahey (non-MIAMA vendor member) informative lunch & learn in Grand Forks or Fargo region – Dean discussed that he spoke with J. Brian Blahey and if he becomes a vendor member he will get a list of the members and he can direct email for this event. We would also promote the event on our bi-weekly e-newsletter.

B. MIAMA mentor program for younger members – Jon

Jon Balvance brought up the idea of creating a MIAMA mentor program for younger members. Board discussed at length about how this could operate and will discuss again at the September meeting. Jon Balvance & Jeff Horstman will begin dialogue on how to get this started and out to our membership.

**12. NEXT MEETING** – September 3, 2019: Sugar Lake Lodge, Grand Rapids, MN: 8:45pm

**13. ADJOURNMENT**

Motion to adjourn at 11:34am by Brian Christianson, 2<sup>nd</sup> by Jeff Horstman - Motion carries

Respectfully submitted:  
Jon Balvance  
MIAMA Secretary

**ACTION ITEMS:**

1. Board - contact Dean Mulso about cleaning companies that could present at the Fall Conference.
2. Katie Broderick - Fall Conference Powerpoint: Bring up the Padgett Award and Al Payne Grants and that people can apply now for next year.
3. Dean Mulso/Jon Balvance - NARCE/ISI budgeting for September Board Meeting.
4. Board - Make a promotional sheet to hand out at each trade show for us. We can have this at our table to hand out to people. Put the sheet in the packets for NARCE and ISI?
5. Rick Ragan - Create MIAMA Mafia t-shirts for NARCE and get everyone from MN a shirt.
6. Jon Balvance & Jeff Horstman - Mentor program presentation at Fall Conference
7. Mat Hennen - lights for Bean Bags
8. Dean Mulso – Pete Carlson to run bean bags
9. 2020 Spring Workshop – Make sure the pictures of the Padgett Award application winner is in the powerpoint so it can be discussed by the winner's designated speaker.