

MIAMA BOARD MEETING
Apple Valley Community Center
14603 Hayes Road
Apple Valley, MN 55124
Wednesday, October 2, 2019
9:30 am

1. The meeting was called to order by President Mat Hennen at 9:30am.
In attendance: Dean Mulso, Jon Balvance, Rich Rakness, Brian Christianson, Katie Broderick, Jayson Dwelle, Bob Erickson, Scott Fredrickson, Mat Hennen, Eric Halvorson, Walt Bruley, Travis Larson

Via phone: Jeff Horstman
2. OPEN FORUM
None
3. APPROVE OCTOBER 2019 AGENDA
Motion to approve by Brian Christianson, 2nd by Jayson Dwelle.
Motion carries
4. APPROVE SEPTEMBER 2019 BOARD MEETING MINUTES
Motion to approve Bob Erickson with the addition of David Waabe's 2nd for the Delano Sports Arena credit towards 2020 Fall Conference. 2nd by Katie Broderick.
Motion carries
5. ADMINISTRATIVE ASSISTANT/TREASURER REPORT
Dean Mulso discussed who are the voting members and who are not the voting members so everyone is on the same page.

Dean Mulso said there isn't much to report administratively. Will begin to get things rolling after this meeting for 2020 registration and website updated. Goal is to have the renewals ready by December 1st.

119 arena members
64 vendor members

Net balance as of 9/30/2019 is \$46,796.60. Dean Mulso anticipates payments of \$21,257.49 by the end of 2019.

Estimated end of year 2019 balance is \$25,539.11. Dean Mulso reports we are still in great financial shape for MIAMA.

6. COMMUNICATIONS DIRECTOR REPORT

Jon Balvance discussed the Facebook & Twitter #'s for our association.

MIAMA currently has 312 likes on Facebook which is up 14 from the 298 in Sept. 2019.

MIAMA currently has 343 follows on Facebook which is up 25 from the 328 in Sept. 2019.

MIAMA currently has 191 followers on Twitter which is up 4 from the 187 in Sept. 2019.

Jon Balvance asked the board and new board members about what else would the board like to see on miama.org. Board discussed ideas including adding a Facilities Spotlight idea off the survey for 2020. Jon Balvance will create a template and start sending it out to member facilities.

7. FALL CONFERENCE REVIEW

A. Jon Balvance reported MIAMA had 54 people fill out the fall conference survey for 2019. In 2018 MIAMA had 58 responses and in 2017 MIAMA had 38 responses. In the future MIAMA will send out a stand-alone survey email and state that please fill it out even if you didn't attend. MIAMA will also keep it in the bi-weekly e-newsletter.

Board discussed having 2 different survey's, 1 for the people that attended and 1 for the people that didn't attend. Board discussed possibly enticing people to fill out the survey where 1 lucky winner will get something for the next seasons fall conference.

Board discussed a vendor only survey to send to the vendors and how we can help make our association better for the future.

Board discussed sending the survey results out to the whole membership in a bi-weekly newsletter. Board decided to send out some feedback that we do read the survey's, etc.

Jon Balvance will pull out some comments from the survey to show the membership that we do really want them to fill out the survey and that this is the type of information the board is looking for in the survey results. Highlights from the survey were these from the survey.

Board decided to open-up the survey for another week to get additional responses. Jon Balvance will close the survey on Friday, October 11th at 4:30pm.

B. Things to improve for 2020 Fall Conference

Board discussed layout options for the Fall Conference 2020.

C. Attendance for 2019 MIAMA Fall Conference

125 - Total Attendees

39 - Basic Arena Refrigeration

12 - Certificate of Arena Management

44 - Trade Show Booths

70 - Vendor Attendees

8. OLD BUSINESS

A. VENDOR SPONSORSHIP PACKAGES FOR 2020

Board discussed not changing anything for 2020. We will keep out the bean bags option again in 2020 and re-evaluate for 2021.

9. TOPICS FOR 2019-2020

A. SPRING WORKSHOP: Dean Mulso & Jon Balvance

Liason: Brian Christianson

B. FALL CONFERENCE : Dean Mulso & Jon Balvance

Liason: Eric Halvorson

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

D. MEMBER RECOGNITION: Dean Mulso & Jon Balvance

E. EDUCATION PROGRAMS: Dean Mulso & Jon Balvance

Board discussed that Dean & Jon can be the contacts to setup education opportunities for the Spring Workshop and Fall Conference. Board discussed what courses are offered year to year. Break down in the survey on what educational options you would like to see at the next fall's conference. Board decided to get rid of this committee.

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

G. MN HOCKEY: Rich Rakness

Rich discussed posters to display in your rink and this information will go out in the bi-weekly e-newsletter. Rich discussed a pilot program on head contact within District 3 and 6 for league games only.

H. SOCIAL: Dean Mulso & Jon Balvance

Liason: Scott Fredrickson, Mat Hennen & Katie Broderick

I. RETIREES: Walt Bruley

Motion to approve Ron Staples for the retirees.

Motion by: Brian Christianson

2nd by: Bob Erickson

Motion carries

Board discussed an alumni day for a day in the Fall Conference. If this is approved then as part of that alumni day they are required to facilitate a round table discussion or similar.

J. BY-LAW: Dean Mulso & Jon Balvance

Liason: Jayson Dwelle & Rich Rakness

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

Jon Balvance

Board discussed a Duluth area regional meeting for Heritage, Mars Lakeview and Proctor later in October that Walt will coordinate.

10. NEW BUSINESS

A. MIAMA USE OF OUTSIDE COMPANIES FOR SEMINARS

Board discussed utilizing outside companies at future conferences or regional meetings. Board discussed looking into Fred Pryor Onsite training and Action Coach MN. Board discussed possibly bringing up these outside companies for breakout sessions. Dean Mulso and Jon Balvance will look at pricing for future events. Bob Erickson has a contact for Action Coach MN.

B. VENDOR CONFERENCE GRANT PACKAGE FOR 2020.

Board discussed not having this going forward.

C. MIAMA BOARD SHIRTS

Board discussed for new board shirts if we can have the official colored MIAMA logo instead of the whited-out logo. Board will move forward with all new shirts having the colored logo and only having one color of shirt.

D. MIAMA MENTORSHIP PROGRAM

Board discussed sending out an email to all the members if you want to be a mentor and what type of items and another email with if you need a mentor on what types of items. What criteria would we need to get information from the mentors. Dean and Jon can help with bullet points for each item. Katie Broderick will help create some sort of outline with Dean and Jon for operations and management. Dean, Jon, Jayson and Katie will help put people together. Start off with our mission statement for when we put this out there including what do you want to get out of this program. What's the end goal if you want a mentor. Group will have something in place by the end of October for distribution to the membership.

E. JAMES PADGETT AWARD

Application period will be February 15 – March 15, 2020. Board will vote online via www.miama.org by April 1st.

When we send it out, MIAMA will stress that it's not major, major items that have been done around the rink. It can be small projects, etc. Dean Mulso & Jon Balvance will continue to inform the winners if they aren't registered for the Spring Workshop with the intent of them attending to accept the award.

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 2020 board meeting and award the winners during the May 2020 Annual Meeting. Dean Mulso & Jon Balvance will continue to inform the winners if they aren't registered for the Spring Workshop with the intent of them attending to accept the award.

G. PROPOSED 2020 BUDGET – REVIEW

Board discussed the 2020 budget proposal that will be voted upon later in the meeting.

H. MILEAGE/LODGING REIMBURSEMENTS – SET EXPENSE FEES –

Treasurer Dean Mulso has set recommendations for the budget that will be voted upon later in the meeting.

I. APPROVE CONTRACTS THAT ARE DUE FOR PAID POSITIONS

Board reviewed contracts for the following positions. President Hennen reviewed what each position's contract includes and the stipend.

Administrative Assistant
Communications Director
IT Administrator
Treasurer

Motion to approve all contracts for paid positions by: Jayson Dwelle
2nd by: Eric Halvorson
Motion carries

J. National Conferences, NARCE, ISI

Motion to amend the agenda including National Conferences by Jayson Dwelle,
2nd by Brian Christianson. Motion carries

Board discussed MIAMA representation at National Conferences like NARCE, ISI and representing MIAMA professionally during Trade Shows. Board discussed what are the responsibilities of the board members if they are using MIAMA money to attend and representing MIAMA. Board discussed sending two individuals for full fare with the stipulation that they are not taking a class as they are representing MIAMA. Other board members that aren't the two individuals would then have the option of utilizing the NARCE/ISI classes that are given to MIAMA.

Board discussed moving the budgeted line item to \$10,000 to include \$1,500 per person up to two people for NARCE and both ISI conferences.

K. APPROVE 2020 BUDGET

2020 FEES

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 - \$350

Motion to approve the 2020 budget by Jeff Horstman

2nd by Bob Erickson

Motion carries.

L. LAYOUT FORMAT FOR SPRING WORKSHOP 2020

Board discussed layout options for the Spring Workshop. Possible topics include: Member/Vendor Hockey game in afternoon, Golf after the meeting, Cleaning solutions session. Fred Pryor training sessions. Board discussed making sure someone from the facility talk about our facility. Park and Rec Director, Mayor, City Administrator, etc. Jon Balvance discussed with the board where all of the different sessions would be held at the Rosemount Ice Arena.

M. LAYOUT FORMAT FOR FALL CONFERENCE 2020

Board discussed hosting an Ammonia Course (ASTI) & either IMEO (St. Cloud 2019) or IMPT at the 2020 Fall Conference.

Have only 1 breakout session at a time to increase attendance.

Board discussed layout options for 2020.

Keep speaker on Wednesday night like 2019.

Thursday night football on a big screen tv in bar lobby? Find a sponsor to bring in food later at night both nights?

Discuss with Sugar Lake about possibly utilizing the golf pro shop area for Thursday night only after dinner.

Discuss with Sugar Lake about adding a 1-night option for dinner, night and breakfast as an option.

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

Walt Bruley discussed Duluth area tour in October

We will look for new ideas based off projects in the area.

O. MIAMA.ORG BOARD MEMBER ARTICLES

Oct. 2019 – New President: Mat Hennen (Member Spotlight)

Nov. 2019 – Jayson Dwelle
(Mentor Program)

Dec. 2019 – Katie (TBD)

Jan. 2020 – Eric H. (TBD)

Feb. 2020 – Brian C.

Mar. 2020 – Walt (Retirees)

Apr. 2020 – Jon
(Spring Workshop)

May 2020 – Scott F.

June 2020 – Narce recap

July 2020 – Jeff H.

Aug. 2020 – Dean
(Fall Conference)

Sept. 2020 – Rich Rakness (New MN Hockey information)

P. SET MEETING DATES AND LOCATIONS FOR 2019-2020.

February 5, 2020: Plymouth Ice Center (Creek Center) at 9:30 am

May 6, 2020: Rosemount Community Center at TBD

July 15, 2020: Anoka Area Arena at 9:30 am

September 8, 2020: Sugar Lake Lodge at TBD

11. NEXT MEETING – February 5, 2020 at Plymouth Ice Center (Creek Center) - 9:30am

12. NATIONAL CONFERENCE ATTENDEE'S

NARCE – 5/18-5/22 in Buffalo, NY

Brian Christianson – representing
Eric Halvorson – representing or class
Mat Hennen – representing
Bob Erickson - class
Katie Broderick – class

ISI Spring – March 23-25 in Pasadena, CA – Dean Mulso

ISI Fall – November 2-4 in Boston, MA - Mat Hennen / Eric Halvorson

Brian Christianson – backup
Dean Mulso - backup

13. ADJOURNMENT

Motion to adjourn by Jayson Dwelle at 12:20pm

2nd by Brian Christianson

Motion carries

Respectfully submitted – Jon Balvance, Secretary

Action Items:

1. Jon Balvance create a Facility Spotlight and incorporate that into our bi-weekly e-newsletters.
2. Add to Old Business for February 2020
Does MIAMA add a prize of some sort for people who fill out the surveys for the Spring Workshop & Fall Conference.
3. Jon Balvance will pull some comments from the Fall Conference survey and put them in future bi-weekly e-newsletters.
4. Jon Balvance & Dean Mulso create a survey for Spring Workshop & Fall Conference topics.
5. Add to Old Business for February 2020
Does MIAMA add an alumni day to the Fall Conference and what does that entail.
6. MIAMA membership program information created by committee and sent out to the membership.
7. November, December & January MIAMA Board Member Articles.
8. Discuss with Sugar Lake about possibly utilizing the golf pro shop area for Thursday night only after dinner.
9. Discuss with Sugar Lake about adding a 1-night option for dinner, night and breakfast for an attendee.