

## Twig Amateur Hockey Association

### Meeting Minutes

Date: 10/19/2025

Meeting called to order at: 6:01 pm by John Seguin

**Board Members Present:** John Seguin, Dave Swenson, Charles Goldsworthy, Mel Swenson, Lee Anderson, Teagan Emberson

**Board Members Absent:** Ben Lauer

**Other Association Members:** Squirt Parents

#### Agenda review/approval:

Motion requested by Dave Swenson to Approve the meeting agenda

Motion by Dave Swenson to approve the meeting agenda

Motion seconded by John Seguin

Motion passed unanimously

#### Meeting Minutes review/approval:

Motion requested by John Seguin to Approve the 10/05/25 meeting minutes

Motion by Dave Swenson to approve the May meeting minutes

Motion seconded by Lee Anderson

Motion passed unanimously

#### Treasury Report – Dave Swenson

- Account Balances:
  - Checking \$ 17,267.53
  - Savings \$ 24,249.85
  - Investment-1 \$25,008.28
- Notes:
  - Website payouts and transaction exports were provided by Chuck to Dave for YTD

Motion requested by John Seguin to approve the Treasury report

Motion by Ben Lauer to approve

Motion seconded by Mel Swenson

Motion passed unanimously

#### Concession Director's Report – Mel Swenson

- Financials
  - Checking: \$3,133.05
  - Savings: \$5,045.39
- Notes
  - Purchased a new hot chocolate machine for \$1,403.24

Motion requested by John Seguin to approve the Concession Director's report

*Motion by John Seguin*  
*Seconded by Dave Swenson*  
*Motion passed unanimously*

## **Finished Business / Completed Work**

- Rink 1 painted (Lee)
- Red & blue lines were ordered (John)
- Purchased new zamboni mop (John)
- Voted to merge squirt players with PAHA
- Voted in new POS system
- Voted/approved "Board Member Officer of the Day"

## **Old Business**

- Website (Chuck)
  - Continuing work for assessment portal
- Items for summer work (goal date of **October 30th**)
  - Pit for water softener drainage (Lee)
    - Need help from Chase Meadows
  - Paint rink 2 boards
  - West corner of rink 1 needs new posts and drain tile (Cody and John)
    - With help from Chase Meadows
  - Replacement glass (possibly replace with plywood) (Lee)
- Board Vacancies
  - Fundraising Director
  - Tournament Director
  - Growth Director
- Parent kickoff meeting
  - Assessments Overview
    - Initial flood
    - In-season flooding / ice maintenance
    - Concessions
  - Home Tournament Duties
  - Fundraising
    - Raffle tickets
    - Car washes
  - Collect Checks per family
    - \$400 (In-season Rink Maintenance)
    - \$200 (Initial flood)
    - \$200 (Concessions)
    - \$100 (Fundraising / Raffle Tickets - per kid)
- Community Outreach
  - Pike Lake Golf Course Trunk or Treat-
  - Pike Lake Elementary Trunk or Treat (10/24)-Need Volunteers
  - Southridge Trunk or Treat (10/27)- Teagan & Mel

## New Business

- Squirt team to PAHA
  - Approved to release registered squirt players to PAHA with the following conditions:
  - Waiver Requirement- A one-year player waiver is required for any child playing with an association outside of their home association (TAHA).
    - The waiver is valid for this season only (2025-26).
    - It cannot be extended, renewed, or carried over for any reason.
    - Players will return to TAHA at the conclusion of the season and the viability of a TAHA squirt team will be evaluated the following year.
  - Registration & Fees
    - TAHA registration for 2025-26 will be refunded in full.
    - Families will then register with PAHA (cost: \$475).
  - Assessments & Fundraising - Even while skating with PAHA, Squirt families remain part of the TAHA community.
    - Fundraising, concession, and flooding assessments remain due at TAHA, as outlined during registration. These obligations are only owed to TAHA — they are not owed at PAHA (even though you will see these details on the PAHA website when you register).
    - Any tournament-related costs specific to PAHA (for home or away events) will be handled directly through PAHA and are separate from TAHA's regular assessments.
  - Ice Time & Scheduling
    - Practices, games, and tournament schedules will be managed entirely by PAHA.
    - Due to limited ice availability in Proctor, PAHA may choose to use Twig ice for certain practices or games. Final decisions will be made by PAHA based on their scheduling needs.
  - Waivers will not be pushed until assessment fees are collected from players
- Approved new POS system
  - Annual savings with new system \$758.67
  - Parent portal allows parents to purchase concession credits for their players
  - Better inventory management
  - Taxes export, cash drawer tracking
- Assessments and Operations
  - Preparation for tournaments- John is going to look for the "Tournament Binder"
  - Squirt Tournaments- What will this look like with the PAHA/TAHA merge?
  - Discussed "Family Hardship" Assessment Exemptions- Need to discuss specifics and vote to approve/disapprove
  - Board Member Officer of the Day system approved
  - Officer of the Day will be responsible for:
    - Opening/closing the building
    - Ice maintenance/concession concerns
    - Contact info posted in the concession area
    - Need to finalize schedule
- Updates from Melody
  - Discussed donating or selling old/unused items around the rink
    - Older merchandise can be sold at discounted rates
    - Discussed creating a spreadsheet for other items that need to be cleaned out and decide whether we will sell, or throw.

- Discussed purchasing cleaning supplies/garbage cans and the possibility of doing an all-hands-on deck cleaning prior to outdoor season- recommended discussing at parent meeting.
- Sponsors and Donations
  - A "Thank You" page will be added to the website
  - Need to finalize another option (if any): plaque, hat, sign, etc.
- Concession orientation for parents
  - Discussed completing this around the same time as the initial flooding. Need to finalize.
    - Offer 3 sign up options
- Changing Locks
  - Has to be done by the township
  - Need to identify which doors need new locks
- Merch Sales
  - Discussed QR code at concessions instead of stock to keep things orderly and avoid overstocking on items
  - We could also keep a small stock of popular items and youth sizes
- Rink Rat Stickers
  - Ordered by John
- Twig Days
  - Twig Days Committee
    - Possibly have covered by Fundraising Personnel
    - Create a shared document for now
  - Requesting to rent UMD mascot for the day (John)
  - Requesting 148FW flyover (Teagan)
  - Raffle baskets- can use some merch from stock
  - Mini-games and competitions- have activities going all day long
  - The goal is to keep families and players at the rink all day
  - Discussed the parent night-need to look into renting a space at Pike Lake compared to Cast Iron

## Unfinished Business from Agenda

- How to increase engagement/attendance at the rink
  - Weekend snow removal
  - Always have concessions ready regardless of what you think people will buy
  - Free hot cocoa and marshmallow night with firepits
  - Glow night
- How to document decisions for future boards
  - Google documents attached to [twighockeyorg@gmail.com](mailto:twighockeyorg@gmail.com)
  - Account login will be shared on board handoff
- Rink Rat Online
  - Working on rink rat hours submission form online and leaderboard page

## Motions

n/a

**Meeting Adjourn:**

Motion was requested by John Seguin to adjourn the meeting at 9:48 PM.

*Motion by Dave Swenson to approve*

*Motion seconded by Charles Goldsworthy*

*Motion passed unanimously.*

\*Meeting Minutes submitted by Secretary, Charles Goldsworthy