

Bemidji Community Arena Corporation Board

Monthly Board Meeting

December 5, 2023 6:15 am

BCA Meeting Room

Board Members Present: Ben Wangberg, Leisha Gregg, Courtney Aitken Gifford, Travis Reiersen, Donny Wilcox, Dr. Jim Dewar, Troy Strassberg, Marcia Larson, Bruce Bentfield, Brad Neis, Jake Reiersen

Board Members Absent:

Guests: Isaiah Bitter

Meeting began at 6:17 am

Regular Business:

Meeting Minutes from the November Meeting were sent by email to board members. Motion by Dr. Jim to approve the minutes, seconded by Brad. Motion passed.

Treasurer Report for November sent by email to the board members, and it was discussed. Recommended by Jake to value Nymore Arena at cost, this will trigger a qualified opinion from the Auditor. Motion by Troy to approve the report, seconded by Brad. Motion passed.

Arena Manager's Report was presented by Isaiah. The job descriptions were discussed and updated with recommended changes. Looking to hire 3 more PT attendants, jobs will be posted on Indeed.

Other Business:

- BYHA User Agreement - ongoing agenda item - the executive committee has reviewed and been shared with BYHA executive committee. The JFC will be meeting today.
- Historical/Memorial/Honor Wall Committee - ongoing agenda item - the first four murals are here and ready to hang. Dr. Jim talked about the next phases.
 - Motion by Jake to create a separate bank account for the committee to keep the money ear marked and separated. Seconded by Bruce. Motion passed.
- BCA Sound System Meeting - Isaiah and Donny will represent the BCA at the meeting. Marcia will coordinate a meeting with Mike Cronin.
- Staffing -
 - Staff - benefit & pay raise requests discussed beginning on January 1, 2024

- Milage Reimbursement – will use federal rate, submitted monthly to the board meeting.
- Annual reviews – point people with the board, reviews the end of March.
 - Job Descriptions – were discussed with the Arena Manager's report. Changes were made and the updated versions will be sent out.
 - Employee P&P – on-going project, Brad will send the 218 Sports P&P to compare.
- BHS Locker Room - phone policy & alteration policy – BCAC would like notice before changes are made to surfaces in the lockers rooms. Boosters are inquiring about our policy on phones in the locker rooms. BCA staff do not monitor the high school locker rooms. Policy on phones would be at the discretion of the Bemidji Schools.
- LiveBarn – blocked feed was discussed and BYHA is aware. The code to see the video can be requested to Courtney.
- Parents on the ice –discussion on the danger of allowing parents on the ice to move the nets for the Zamboni is dangerous. BYHA parents are no longer allowed on the ice moving the nets. BYHA will ask the refs to do it.
- Skate Sharpening – will be looking into once there is a POS system agreed upon.
- Point of Sale – Marcia is looking at other options for that would include our scheduling and invoicing as well as a point of sale that could be used for sharpening.
- Rental Agreement for Arena space – Marcia made a fillable form and will get it out this week. The Board will need to agree on the pricing.
- January meeting date – first Tuesday is 1/2/24 should we move to the 9th ? Yes, the next meeting will be January 9, 2024.

Marketing:

Update – Please ask 2 businesses to be sponsors in the arena.

The next Board Meeting date will January 9, 2023 at the BCA meeting 6:15 am.