

**Bemidji Community Arena Corporation Board**  
**Annual Board Meeting Minutes**

April 23, 2024 5:30 pm  
Bemidji Community Arena

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

**Board Members Absent:** None

**Guests:** none

**Meeting Began at 5:30 pm**

Routine Business:

1. Meeting minutes from the March regular meeting were sent by email. Discussion on copies and storage of the signed BYHA user agreement. A motion was made by Dr. Jim to approve the minutes, second by Troy. Motion passed.
2. Treasurers Report for March was presented by Jake. Discussion on how the year-to-date numbers will end. A motion was made by to approve the report Courtney, second by Bruce. Motion passed.
3. The audit is complete for the fiscal year ending April 30, 2023. A motion to approve the 990 was made by Bruce, seconded by Brad. Motion passed.
4. The 2024-2025 Budget was presented by Jake. Discussion by the group, we now have data with operating Nymore for a complete year to make our budget more accurate for the year. A motion to approve this budget to bring to JFC by Travis, seconded by Brad. Motion passed.
5. Rink Manager's Report was sent by email from Isaiah. It was reviewed by the group.

Annual Meeting:

1. The number of "At Large" Board members was set. Minimum of 5 and a maximum of 9. Recommend 9. A motion to acknowledge BYHA appointees (2) after BYHA elections of Troy Strassburg and Travis Reierson and the board agreed to keep the same number of board members (9). Motion by Marcia to acknowledge appointees from BYHA, seconded by Dr. Jim. Motion passed.
2. A slate of directors was submitted for approval (4 years, staggered term limits). A motion to approve by Donny and seconded by Bruce. Motion passed.

Name	Years Left	Year Term Ends
a. Jake Reierson	1-year	2025
b. Marcia Larson	1-year	2025
c. Leisha Gregg	1-year	2025

d. Courtney Aitken Gifford	2 years	2026
e. Jim Dewar	2 years	2026
f. Donny Wilcox	3 years	2027
g. Bruce Bentfield	3 years	2027
h. Ben Wangberg	4 years	2028
i. Brad Neis	4 years	2028

3. The Conflict of Interest Policy was sent by email and all board members reviewed.
4. A Statement of Interest of Directors was given to each board member to complete and returned to Courtney.
5. The BCAC Annual Meeting for 2025 was set for April 22, 2025.
6. The monthly meeting schedule will stay with first Tuesday of the month at 6:15 am at the BCA meeting room.
7. Election of Officers motioned to approve by Dr. Jim, seconded by Troy. Motion passed.
  - a. President - Ben
  - b. Vice President - Leisha
  - c. Secretary - Courtney
  - d. Treasurer - Jake
8. The board set the Executive Committee is set as the President, Vice President, Secretary and Treasurer.
9. The appointment of members to the Joint Finance Committee are Ben, Jake and Leisha will be the 3 representatives from BCAC.
10. Board members were appointed to other committees (Do not need to be a board member)
  - a. Rink and Operations Committee
    - i. Personnel - Marcia, Leisha
    - ii. Facilities Lead - Donny
    - iii. Life Safety - Brad
  - b. Marketing to include Fundraising and Capital Campaigns
    - i. Chair - Leisha
    - ii. Members - Courtney
  - c. Hockey Culture Committee
    - i. Chair - Dr. Jim
    - ii. Members - Courtney, BYHA members

#### Other Business:

- Nymore Improvements Updates – offer for former Nymore boards were reviewed and discussed by members. A motion by Marcia to accept the offer from the Walker Youth Hockey, second by Dr. Jim. Motion passed.
- BYHA posted a Hockey Director Position. Board members agreed to have Ben represent BCA in the interview process. Discussion on what role the BCA board members would like to see this position.
- Scheduling and Billing software updates – will be going live May 1.
- Next agenda items:

- Managers bonuses
- Ice Rental Prices
- Staff reviews

Meeting adjourned at 7:02 pm

The next regular Board Meeting will be Tuesday June 4 at 6:15 AM at BCA Meeting Room

Respectfully submitted by Courtney Aitken Gifford