

**Bemidji Community Arena Corporation Board**  
**Monthly Board Meeting**

June 4, 2024 6:15 am  
BCA Meeting Room

**Meeting Minutes**

**Board Members Present:** Ben Wangberg, Courtney Aitken Gifford, Travis Reiersen, Dr. Jim Dewar, Bruce Bentfield, Jake Reiersen, Brad Neis, Leisha Gregg

**Board Members Absent:** Troy Strassburg, Marcia Larson, Donny Wilcox

**Guests:** Isaish Bitter

Meeting called to order at 6:15 am

**Regular Business:**

Meeting Minutes from the April Annual Meeting were sent by email for the board to review. A motion was made by Brad to approve the minutes, second by Dr. Jim. Motion passed.

Treasurer Report for May was discussed. A motion was made to approve the report made by Travis, second by Bruce. Motion passed.

Rink Manager's Report was presented by Isaiah and was sent by email to the members. Board members would like to see decking built on the corner with exposed concrete at Nymore. Isaish will give the board an estimate to build by email. Motion by Ben to approve the \$6,200 purchases for Nymore board project plus shipping, seconded by Dr. Jim. Motion passed.

**Other Business:**

- Historical/Memorial/Honor Wall Committee – Dr. Jim presented the plaques for Division 1 hockey players. A few more players will be added but the first batch is ready for printing.
- Scheduling and Billing Software Update – Jake and Isaiah are happy with the new system for ice time. The website links are updated, and payments are coming in. The system is more user friendly.
- Ice Rental Prices – For summer of 2025 (April 1 – Oct 31) ice will be \$200/hour, starting November 1, 2024 – March 31, 2025, will be \$180, motion by Jake, second Bruce. Motion passed.
- BYHA Hockey Director – Interviews are currently being conducted; they are narrowing to 3 candidates. Space at BCA for an office were discussed and we will keep this as agenda item.

- Staffing – ongoing agenda item/work in progress
  - Managers bonuses – vote by email will be coming.
  - Staff reviews – Donny will be completing these.
  - Employee P&P – work in progress by Courtney
- Skate Sharpening – Motion by Dr. Jim to purchase machine and parts as suggested in Rink Manager report, seconded Brad. Motion passed. Would like to charge \$10/per sharpening. Will work out more details on the place and operation of the machine in the next few meetings.
- Point of Sale – is now part of the new Finley software.
- Rental Agreement for Arena space – Ben will send to Courtney. Courtney will work with Isaiah to get a document made for rentals on-line.
- BHS – integrating video with the radio broadcasts
- Nymore – Improvements/Cleaning
- Next meeting Agenda – User agreement for Figure Skating

**Marketing:**

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

**The next Board Meeting date will July 2, 2024 at the BCA meeting 6:15 am.**

Meeting adjourned at 7:46 am

Respectfully submitted by Courtney Aitken Gifford