

Bemidji Community Arena Corporation Board
Annual Board Meeting Minutes

April 28, 2025 5:30 pm
Bemidji Community Arena

Minutes

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

Board Members Absent: None

Guests: none

Meeting called to order at 5:32 pm

Routine Business:

1. Meeting minutes from the April regular meeting were sent by email for the board members to review. Motion to approve the minutes by Donny, seconded by Brad. Motion passed.
2. Treasurers Report for March – was approved at the April 1 regular board meeting, April is not completed yet, will review April and May at the June regular meeting.
3. 2025-2026 Budget – Discussed by the board, Executive committee and JFC met prior to this meeting and approved the budget. Motion by Bruce, second by Brad. Motion passed.
4. Discussion Rink Manager bonus and annual increase by the board. The increases are budgeted in next year's budget. Jake will create a new restricted account for next year. Motion by Ben to approve the bonus, seconded by Donny. Motion passed.

Annual Meeting:

1. Set the number of "At Large" Board members.
 - a. Minimum of 5 and a maximum of 9. Recommend 9.
 - b. Acknowledge BYHA appointees (2) from BYHA elections
 - i. Troy Strassburg
 - ii. Travis Reiersen
2. A slate of directors was submitted for approval (4 years, staggered term limits) Motion by Ben to approve the board members below, seconded by Dr. Jim. Motion passed.

Board Members as of April 2025

Name	Years Left	Year Term Ends
a. Courtney Aitken Gifford	1-year	2026
b. Jim Dewar	1-year	2026
c. Donny Wilcox	2 years	2027
d. Bruce Bentfield	2 years	2027

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| e. | Ben Wangberg | 3 years | 2028 |
| f. | Brad Neis | 3 years | 2028 |
| g. | Jake Reiersen | 4 years | 2029 |
| h. | Marcia Larson | 4 years | 2029 |
| i. | Leisha Gregg | 4 years | 2029 |
3. Conflict of Interest Policy was emailed to board members for review.
 4. Statement of Interest of Directors from each Board Member were filled out and given to Courtney.
 5. Designation of Annual Meeting for 2026 was set for April 27, 2026.
 6. Designation of the Monthly Meeting Schedule was set for the first Tuesday each month at 6:15 am.
 7. Election of Officers motion to approve by Dr. Jim, second Donny. Motion passed.
 - a. President - Ben
 - b. Vice President - Leisha
 - c. Secretary - Courtney
 - d. Treasurer - Jake
 8. Set the Executive Committee is set as the President, Vice President, Secretary, Treasurer.
 9. The board appointed members to the Joint Finance Committee: Ben, Leisha, and Jake.
 10. Appointment of members to other Committees (Do not need to be a board member)
 - a. Rink and Operations
 - i. Chair - Donny
 - ii. Personnel - Marcia
 - iii. Facilities Lead - Donny and Bruce
 - iv. 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
 - d. Motion to approve by Ben, seconded by Bruce. Motion approved.

Other Business:

- Update on hiring a janitor - Marcia sent a job description to Isaiah to approve and then will get it posted.
- Historical/Memorial/Honor Wall Committee - (ongoing agenda item) currently fundraising and have next steps ready.
- Rubberized Flooring Replacement - Donny is working with Isaish on planning of the replacement places in the arena and the timing. Donny will bring options to the board once they have a plan.
- BYHA Website Changed to Crossbar. Courtney will work with Patrick Quinn on the updates needed on our side. He sent a google document with all past

meeting minutes. We don't need to post the old minutes. Courtney will get them in a safe place – if requested, they will be available.

- Update from Bemidji Area School Meeting – it was a positive meeting; all games will be scheduled for 4:00 pm and 6:00 pm next season. We will make an effort to get our expectations to the Boosters before the seasons start.

The next regular Board Meeting will be Tuesday June 3 at 6:15 AM at BCA Meeting Room

Meeting adjourned at 7:21 pm

Respectfully submitted by Courtney Aitken Gifford