

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

February 6, 2024 6:15 am

BCA Meeting Room

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

**Board Members Absent:** Bruce Bentfield, Jake Reiersen

**Guests:** Isaiah Bitter

Meeting started at 6:16 am

**Regular Business:**

Meeting Minutes from the January Meeting were sent my email for board members to review. A motion was made by Dr. Jim to approve the minutes, seconded by Travis. Motion passed.

Treasurer Report for January was emailed to the board by Jake. A discussion on the reports and the Finnly Sport software. A motion was made by Brad, seconded by Dr. Jim. Motion passed.

Rink Manager's Report was emailed to the board by Isaish for board members to review. Discussion on ice out dates and August Hockey camp dates for ice in at FNB. Will need to get specific dates after HDC and BYHA February meetings.

**Other Business:**

- BYHA User Agreement – updates/ongoing agenda item, Ben has been communicating with BYHA President and need to meet to get final approval.
- Historical/Memorial/Honor Wall Committee - ongoing agenda item – Dr. Jim has been working on donations and the next areas of the arena to put in the next murals.
- BCA Sound Meeting – Updates from Isaiah and Donny attended the meeting. The sound at the BCA will be an on-going issue as the building was not constructed with sound in mind. There are options for the sound to help with some improvements. The group will continue to find options and raise funds. The BCA supports all improvements but can prioritize this in our budget.
- Scheduling and Billing Software – Finnly Sport demo was attended by Isaiah, Jake and Marcia. They recommend changing to this system. It will streamline the scheduling and billing process. It could also include a point of sale. The

board would like to have Marcia and Isaiah reach out to a least one other rink in Minnesota to see how they are using system.

- Staffing – ongoing agenda item – Isaiah will start looking at summer staff.
  - Employee P&P – Courtney still working on this document
- Skate Sharpening – plan needed for summer/fall
- Point of Sale – possibility to run through the Finnly Sport software
- Rental Agreement for Arena space – Marcia will send out the form this week, Courtney will direct any requests to Isaiah.
- High School Use Agreement & Locker Room – Ben had reached out to BHS Athletic Director, coaches and administrators. The board had sent a letter and we have seen some actions being taken by school.
- Ice out dates:
  - Nymore - Ice Out date around the Boy's State High School Hockey Tournament, need more input from HDC and BYHA schedule, tentative ice out of March 1.
  - FNB – Ice out after April 7 tournament.
- Nymore – As a board should be planning for the long-term, if a set of used board come we should be ready to purchase. Courtney will look for grants and see if we could find some matching funds for any arena up grades.
- Raffle & Drawing – Leisha will attend the ticket counting. February 13 5:30 pm, Courtney and Ben will be attending the drawing along with Travis and Troy.

**Marketing:**

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

**The next Board Meeting date will March 5, 2024 at the BCA meeting 6:15 am.**

Meeting adjourned at 7:33 am.

Respectfully submitted by Courtney Aitken Gifford