

**BENTON H. WILCOXON
MUNICIPAL ICE COMPLEX
BOARD OF CONTROL
REGULAR MONTHLY MEETING**

All motions passed unanimously unless otherwise stated.

MINUTES OF August 19, 2020:

Presiding Officer: David Edwards

Call to Order: David called the meeting to order at 5:30pm

Board Members:

Present: David Edwards
John Green
Tyler Kirby
Sasha Sealy
Pat Sanders
Jan Davis
Ralph Stone
Kimberly Ford
Ed Ragland

Absent: None

Facility Representatives: Steve Clough
Chantay Naeger
Wendy Ruch
Dita Dotson-Bowser

Hockey Representatives: None

City Representatives: Trey Riley, Bruce Pitts

Visitors: Chris Haury, Troy Skinner

Minutes: Approved

Public Comments

a. General Public: Wendy explained the public comment procedures and encouraged anyone not fully able to express themselves in the allotted time to please email the BOC with additional concerns.

Chris Haury was the first to comment. He was speaking as Vice President of the Alabama Amateur Hockey Players Association (AAHPA). He was representing the AAHPA on behalf of their President, Jeremy Schreiber, and provided a high level overview of their Association. The Association is a 501(c)(3) and was formed to represent adult and youth players, coaches, officials and parents who participate in local programs such as North Alabama Hockey Association, Total Package Hockey, Fight Club Hockey Association, Havoc Amateur Hockey League, University of Alabama Huntsville Club Hockey, and

morning pickup hockey. Purpose is to work with the BOC to provide ideas and needs of their members. The AAHPA is not an additional hockey program, nor does the Association rent ice or perform scheduling functions. The Association would like to appeal to the BOC to meet in open sessions. A handout was presented to BOC members.

Troy Skinner spoke next. He spoke again as a representative of the AAHPA. He noted the diversity of the groups represented by the AAHPA Board Members. He reiterated the desire to work with the BOC to improve the local hockey programs.

b. NAHA: None

c. Skating Club: There is ongoing dialogue within the Skating Club supportive of improvements to the Iceplex.

President's Report: David Edwards discussed active BOC participation. The BOC is at a critical point of planning as the Iceplex prepares to open. The BOC needs full participation. Next he discussed BOC communications. He noted that sharing sensitive information prematurely can be counterproductive. As a courtesy, anyone allowing others to listen in to BOC meetings through electronic communications should let the other BOC members know. Next he provided support to the Senior Facility Manager, Steve Clough, who has led the rink through a complete renovation during the added complication of a pandemic. Steve was commended for the job of effectively and efficiently managing resources.

City Updates: The City of Huntsville's website where the Municipal Codes are published has allowed greater insight into the Code. The Iceplex staff has reviewed more of these codes in greater detail. One area of interest is term appointments. The City attorneys have advised the staff that these terms apply only to City Council appointees and not Mayoral appointees. The Code also sets an attendance policy for all City boards. A board member with more than two unexcused absences from board meetings during a six-month period is assumed to have resigned from the board. Compliance with the Open Meetings Act is required when there is a quorum of members present for a board or committee meeting. Robert's Rules of Order information was provided in the handouts for the meeting. Because the Iceplex Board is small, no second is required for a motion and a vote with a show of hands is appropriate.

City Attorneys Trey Riley and Bruce Pitts were available for questions on the City Code and Open Meetings Act.

The first discussion was on conducting virtual Board meetings and complying with the Open Meetings Act. The Governor of Alabama issued an Executive Order relaxing some of the requirements of the Open Meetings Act to aid in the containment of the spread of COVID. Other boards have been meeting virtually. It was requested that the Iceplex Board begin preparations for meeting virtually in the event COVID becomes widespread in the near term. The attorneys agreed but were concerned about changes to the Executive Order. Further investigation on how virtual meetings could be conducted will be made by the attorneys. Necessity of the meeting is a consideration. Attorneys will have to evaluate the planned agendas for upcoming meetings to determine if the meetings meet the criteria to be held virtually.

The next discussion concerned holding meetings not open to the public. The attorneys provided handouts on the Open Meetings Act. In that handout,

there was discussion on Executive Sessions which are not open to the public. Executive Sessions are appropriate when talking about the character of an individual and discussions with attorneys on matters of litigation. There are other situations listed in the handout.

FRIA Report: This was included in the Senior Manager's report.

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| Main Checking Account | \$ 143.90 |
| M. Dotson Sponsorship/Scholarship | \$ 2,688.23 |
| FRIA Curling Club | \$ 2,718.15 |
| FRIA Capital Improvements | <u>\$ 10,841.04</u> |
| Grand Total | \$ 16,391.32 |

Financial Report: Financials were emailed to each BOC Member, no questions presented.

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|-----------------------------|--------------------------|---------------------|
| Facility Financials: | General Checking Account | \$ 45,858.23 |
| | Capital Account | \$ 91,190.41 |
| | Reserves Account | <u>\$ 21,693.35</u> |
| | Grand Total | \$ 158,741.99 |

Senior Manager's Report: We have approximately \$30,000 in receivables due. Due to COVID, we have allowed greater flexibility in payments. Going to VBCC for operations, we will return to advance payments and contracts for ice time. Only the Mini-Plex is currently operational. NAHA held travel tryouts at the VBCC and did a great job of social distancing and following protocols. Renovations are progressing. Updates are posted on social media. All Iceplex Board members have taken time over the past two weeks to tour the facility and see the renovations. Mini-Plex will have ice up until Sep 26. Ice will be available at the VBCC on Aug 28. VBCC staff has been very supportive. Most scheduling at the VBCC is complete. Monday through Friday after 930 pm is available for adult hockey. UAH DI team, Skating School, and youth hockey are using the ice in the afternoon and early evening hours. The Operations Committee made the recommendation to keep the same schedule for adult hockey as last fall. Since ice activities will return to a completely renovated facility, it is important to present a fresh look including a new logo. The Iceplex is part of John Hunt Park and a focal point of the ongoing development there. City Administrator, John Hamilton, visited the Iceplex to look at the renovations. He expressed interest in expanding the parking area and new landscaping.

Incident Report: As reported

HSSTA Report: As reported

HR Report: As reported

Maintenance Report: As reported

Committee Reports: The Finance Committee met and decided that there is more work to be done and meet again in Sep and bring to the Board in Sep.

Unfinished Business: A motion was made to accept the new logo and was passed.

New Business:

The positions of Vice Chair and Secretary are open. A motion was made to accept nominations for these positions and was passed. A motion was made that once nominations for these positions were presented that a vote be held by paper ballot and was passed. Nominations for vice chair were requested and Sasha Sealy was the only nominee. Nominations were requested for Secretary and Pat Sanders and John Green were nominated. A question was raised about not voting for the position of Treasurer. The current treasurer is an Ex-Officio Board member. With the City's publishing of the Municipal Codes, it was determined that Ex-Officio members are not allowed to hold office. There is also the issue of the Code which states the Iceplex Board quorum is four members which is not a majority of members. The attorneys present said that these were decisions left up to the Board. David made a motion that since the current treasurer is a Mayoral Appointee, the replacement of this position be delayed until after the election. The motion passed and the treasurer will remain vacant. A motion was made to set term limits of one year for the Officers from the time elected. In the past, Officers served until their term on the Board was completed. This motion did not pass. Votes were counted for Vice Chair and Secretary and Sasha Sealy was elected Vice Chair and John Green Secretary.

Iceplex policies are under review. In the past, the Iceplex staff have prepared draft policies and presented them to the City Attorneys for review. After concurrence by the City Attorneys, policies were bundled and submitted to the Board for review and approval. There has been a suggestion that a committee be formed to draft policies. There is also the option to have Wendy Ruch from the Iceplex Staff and John Green from the Board draft the policies. John has spent time reviewing all the policies in anticipation of the Iceplex reopening. A question was raised about email discussion on Board policies. A quorum of Members discussing matters though email would be a violation of the Open Meetings Act. It is permissible to review policies electronically and leave comments as long as there is no deliberation. A motion was made for Wendy to keep working on policies with John and was passed.

Board bylaws need to be created. Wendy can draft along with John or another Board member. The Board could also vote to establish a committee. A motion was made to have Wendy and John draft the bylaws and was passed.

An opportunity to purchase the dasher boards from the Mini-Plex was presented. The dasher boards could be used to create an additional sheet of ice, possibly used in an outdoor rink. The anticipated revenue generated by this additional ice would need to be investigated. Storage of the dasher boards would also need to be addressed. Use of the dasher boards would be limited primarily to winter months. A motion was made to further investigate this idea and was passed.

Adjournment:

The meeting adjourned at 7:01pm. The location of the next scheduled board meeting on Sep 16th at the City Council Chambers.