

**AGENDA**  
City of Huntsville  
Municipal Ice Complex Board of Control  
January 20, 2021  
5:30pm

1. **Call to order**
2. **Minutes:** From meeting held November 18, 2020
3. **Chairman's Report**
4. **City Updates**
5. **Public Comments**
  - a. General Public
  - b. Skating Club of Huntsville
6. **Financial Reports**
7. **Senior Manager's Report**
8. **Committee Reports**
9. **Unfinished Business**
  - a.
10. **New Business**
11. **Next Meeting**

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

**All motions passed unanimously unless otherwise stated.**

**MINUTES OF November 18, 2020:**

**Presiding Officer:** David Edwards

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

**Board Members:**

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

**Absent:** None

**Facility Representatives:** Steve Clough  
Chantay Naeger  
Dita Dotson-Bowser

**Hockey Representatives:** None

**City Representatives:** None

**Visitors:** Troy Skinner, Tracy Brown

**Minutes:** Approved

**Public Comments**

**a. General Public:** Troy Skinner was the first to comment. He was speaking as Executive Director of the Alabama Amateur Hockey Players Association (AAHPA). He discussed had discussed the occupancy and attendance policies with the ISC Senior Staff and relayed that information to their members. Mr. Skinner thanked the ISC staff for working with the patrons in the naming of the tavern. Mr. Skinner also discussed a previous fundraiser for an adult hockey player with medical issues and the plans for future fundraising efforts.

Ryan McCormack spoke next on behalf of TPH/Fight Club/AAHPA. He discussed USA Hockey membership numbers and the effect of COVID on participation. Huntsville has seen a reduction of 10% from last year's 8U numbers. That is favorable compared to national numbers being down 33% at the 8U level. House League is scheduled to begin in January.

**b. NAHA:** None

**c. Skating Club:** None

**President's Report:** Mark Russell was welcomed to the Board. He is replacing Ralph Stone.  
David Edwards asked Ed Ragland to respond to an AAHPA question regarding the increase in ice rates. Mr. Ragland noted the Board's fiduciary responsibility to the City. Construction at the ISC has impacted reserve funds. ISC budgets are based on estimates of ice sold against expenditures. Certain expenses have increased over the past few years. The ISC rates were also compared to other ice sports facilities in the area to determine how we compare. The ISC is at the lower end of rates charged with those subsidized by municipalities a little lower. Dr. Tyler Kirby responded that our rates have tracked below inflation. Dr. Kirby also noted that figure skating and hockey programs pay equivalent costs. Jan Davis noted that the renovated facility is larger with additional refrigeration capacity.

**City Updates:** None.

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

Main Checking Account	\$ 134.90
M. Dotson Sponsorship/Scholarship	\$ 2,689.23
FRIA Curling Club	\$ 2,709.15
FRIA Capital Improvements	<u>\$ 10,832.04</u>
Grand Total	\$ 16,365.32

**Financial Report:** Financials were emailed to each Iceplex BoC member. No comments were made.

**Facility Financials:**

General Checking Account	\$ 16,499.71
Capital Account	\$ 46,073.21
Reserves Account	<u>\$ 1,691.43</u>
Grand Total	\$ 64,264.35

**Senior Manager's Report:** Steve Clough noted that the Ice Usage report, Huntsville Skating School report, and the Human Resources report were provided in a handout.

**Incident Report:** As reported

**HSSTA Report:** As reported

**HR Report:** As reported

**Maintenance Report:** As reported

**Committee Reports:** The Governance and Operations committees met. Their meetings are discussed in Unfinished Business.

**Unfinished Business:** John Green provided the Governance Committee's recommendations on updates to policies. An email outlining the updates to policies was sent to BoC members for their review. Some comments were received and were noted at the meeting.

Policy 3.2.14 Locker Room Guidelines was discussed. Dr. Kirby asked about the prohibition of food and drink in the locker rooms. After discussion, it was decided to leave the prohibition in place. Sasha Sealy commented that banned substances should include electronic cigarettes and tobacco products. These items were incorporated in the policy.

Policy 3.2.1 Private Ice Rental and Rental overruns was discussed. Dr. Kirby asked about short time period, one minute, that results in an overrun charge. The statement “at the discretion of the Senior Facility Manager” will be added to allow for grace during an overrun. Dr. Kirby also had a comment about overrun charges in league or tournament weekends. Steve Clough noted that most tournaments run on time or ahead. He said time is built into the schedule to allow for longer games. Mr. Clough also commented that league weekends have a curfew where all games for the day must be completed by a set time and overruns are not a problem.

The portion of the COVID policy governing the number of spectators was discussed. The current policy at the VBCC was four spectators per participant. Due to the City restricting access to the mezzanine level, it was suggested that this number be reduced to two spectators per participant until the Certificate of Occupancy is granted. Letters will be sent to the user groups outlining this change.

Public skating and stick and puck sessions were discussed. It was agreed that pre-registration for public skating and stick and puck sessions and a mask requirement for public skating sessions be included in the revised COVID policy.

A motion was made by Mr. Green and passed to approve the following policies with the changes agreed to in the meeting:

- Policy 1.1.4, Short Notice Rental (deleted)
- Policy 1.3.8, Alcohol Sales and Restrictions
- Policy 3.1.6, Disciplinary Actions – Patrons
- Policy 3.2.1, Private Ice Rental and Rental Overrun
- Policy 3.2.7, Locker Room Usage
- Policy 3.2.7, Third Party Locker Room Usage
- Policy 3.2.7a, Locker Room Damage Acknowledgement
- Policy 3.2.8, Locker Room Guidelines
- ISC Opening COVID Policy Letter
- ISC Opening Letter

Pat Sanders provided the Operations Committee recommendations on contracts regarding ice rental and the Skateworld lease. Mr. Edwards suggested the Skateworld monthly lease payments be waived in the event the ISC were to be shut down for an extended period of time. A motion was made and passed to accept the contract documents and Skateworld lease.

Credit cards fees were discussed. Fees range from 2.5% to 3.5%. Only two user groups have paid for ice rental by credit card. A third group is now requesting to pay with credit card. The issue was sent to the Finance Committee for a recommendation.

**New Business:**

Nominations for Chair and Treasurer were requested. Mr. Edwards nominated Ed Ragland for Treasurer. Mr. Green nominated David Edwards for Chair. No other nominations were received. A motion was made and passed to appoint the nominated individuals as the respective officers.

**Adjournment:**

The meeting adjourned at 6:50pm. The next scheduled meeting is Dec 16<sup>th</sup>.