

Skatium Ice Rink Advisory Board Minutes – February 20, 2018

The next Meeting is scheduled for: March 20, 2018@ 7:30 p.m. at the Skatium, 2nd Floor

Attendees: Joe Noone, Barbara Latsios, Drew Simcox, Adam Terranova, Rich Caesar, Karen Samulenas, Kate Stickel, Rob Cohen, Daniel Goduti, John Lynch and Rick Turnbull.

Absent: Commissioner Steve D’Emilio and Charles McGarvey

Joe Noone started the meeting at 7:30 p.m.

Joe Noone Introduced a new Board member Daniel Goduti appointed from the First Ward. Welcome to Daniel!

The January 16, 2018 meeting was cancelled because President Noone was unable to get a quorum.

The December 19, 2017 minutes were approved.

There were no public comments.

Joe Noone proceeded to ask the Board to nominate members to fill the president, vice-president and secretary positions of the Board. Adam Terranova, Drew Simcox and Rich Caesar stepped up and will assume the officer’s roles, effective immediately.

The new officers are as follows:

Adam Terranova – President

Drew Simcox – Vice-President

Rich Caesar - Secretary

Barbara brought up the by-laws and suggested that the definition of a “quorum” be redefined as the meetings should not be cancelled due to a lack of quorum, specifically if there is no voting going to be taking place. She further stated that the Board members and Commissioner should make more of an effort to be present since technically if three meetings are missed by a Board member then they should be released from serving on the Board. It has been a problem with a lack of attendance and it makes it difficult for the President of the Board to conduct routine business.

Kate suggested that the December meeting either be cancelled or it should be a social event held at a local bar because it is around the holidays. Most members thought it was in the best interest of the Advisory Board to leave the December meeting as is and the decision for a meeting be reassessed during the October or November meeting. It was also suggested that a decision could be made at that time to have the December meeting moved up a week should the date be too close to the holiday.

Old Business

Rick discussed the revenue to date and indicated that the Skatium is operating in the “black” and all numbers seem to be at the budgeted and/or are above the budgeted amount to date.

Rick Turnbull informed the Board that Bob Adams is no longer employed by the Skatium but has taken a job at Ice Line in West Chester. Rich Caesar asked who filled the “Assistant Director” position vacated by Bob. Rick stated the position was terminated by the Township and instead Rick has hired a full time Zamboni driver and several other current employees including Rick, will assume Bob’s other duties. Board members expressed concern over who will be setting up the “theme” nights, keeping the Skatium social media sites updated and the other tasks that Bob was assigned. Rick assured the Board members that all Bob’s tasks were covered.

Barbara asked Rick if he had done anything special for Valentine’s weekend. Rick did not. He said because Valentine’s Day fell in the middle of the week he felt it would not be beneficial. Board members pointed out any events should have been done on the weekend before and/or after the actual day. It was suggested that the “theme nights” calendar be established so these events happen! It appears even though Commissioner D’Emilio was informed these theme nights would take place with Bob’s departure the Board is skeptical since the Valentine theme night did not happen!

Joe asked Rick about the two incidents regarding the poor “Google” rating and the price discrepancy for children. Rick explained that the poor rating was due to a planned party event of which he was not involved. The woman indicated that the party room was cleaned out and her balloons were discarded before she had the opportunity to remove them. Hav-a-burger takes care of party events, not the Skatium. This is understood by the Board but it was still unclear why the remarks were made. The poor rating was not removed even though Rick made two attempts to give the woman some free passes. Rick said he would contact her again but Adam, Rich and Joe disagreed. They thought twice was enough and any more contact she would think she was being harassed. As far as the age discrepancy Rick stated one sign had “children 6 and under” while another stated “children 5 and under.” Rick had the website changed to indicate children “6 and under” get a reduced rate. The Board stressed the importance of consistency while dealing with the public and Rick agreed.

Joe asked about the progress of the “naming rights/advertising” at the Skatium. Rick expects the Zamboni to be wrapped with the “Premier” advertising shortly as well as the glass and dasher boards. The contract with “Premier” is for three years, per Township regulations.

Rick mentioned that the Flyers “Learn to Play” has been posted for the March event. To date they have 60 kids signed up. The maximum was 50 but Rick received approval to increase it by 10. Rick is uncertain how many kids will show up by as pointed out by several Board members this is a great opportunity for six weeks of professional lessons.

Adam asked Rick if he had seen a “bump” in the Skatium’ attendance with the Olympics. Rick said, “he didn’t realize that the Olympics have started.” Again, there were supposed to be some activities highlighting the Olympics but this has not happened. Originally, Rick and Bob had agreed to have a

special event in conjunction with the Olympics (\$5.00 entrance fee with free skate rental for the public sessions be offered to encourage participation).

New Business

Kate suggested that Rick start working on a theme night for St. Patrick's Day. Rick said he would.

Adam asked Rick what the budget looked like for 2019? Rick did not know now. He did state that the Fire Alarms and Cameras were in full swing to be put in. Rich suggested that the Skatium priorities list be resurrected and prioritized for the new year. The Board agreed that this needs to be done. A calendar of the theme nights should be written and followed.

Rick mentioned that Larry Gentile wants to move forward on the new ceiling for 2018. Larry also stated that they are not looking at grants since the Township does not have the money available to match any grant that might be obtained.

Funding is also being set aside for the beautification of the front of the Skatium. New concrete, landscaping and fountains are being planned. Plans are being developed for that project.

Drew Simcox brought up several issues that people have contacted him about regarding the Skatium. These issues include no soap in the locker rooms, light switches that are being played with by the team members (being turned on and off), and no place to fill water bottles. Rick and John stated that they have had issues with the teams breaking soap dispensers and throwing full rolls of toilet paper in the toilets. Drew suggested that the teams be approached with these concerns and assume responsibility for the behavior of their team members, however Skatium management should not randomly make decisions of not putting soap in the bathrooms since this is a health issue. Drew was also asked by a league coach why the lighting over the rink is only half lit. The coach said he was told it was rink policy! Rick said it is not rink policy. The Board stressed that the rink should be fully lit for all games and practices!

The Board also strongly suggests that the Skatium invest in the installation of a new water fountain/water bottle filler in a public area where there will be no chance of it being vandalized. In addition, the Board suggested that Skatium management look at the possibility of installing occupancy sensors to control the locker room lights too.

Drew also mentioned that the Haverford Ice Hockey Club, Lower Merion Ice Hockey Club and the Haverford Hawks will be hosting the USA "Try Hockey for Free" event at the Skatium. This event is designed to provide kids, between the ages of 4 through 9, a completely free experience to try youth hockey. A limited amount of equipment is available to borrow. Top coaches will be on the ice to assist the kids in learning the basics. No previous skating or hockey experience is necessary and is open to both boys and girls!

The new Board President Adam, discussed some priorities he wants Board members to be thinking of for the next meeting. These include reducing costs, "green" approaches to the Skatium; ideas for growth noting limitations of single ice and building size, etc.

Joe adjourned the meeting at 9:00 and wished the new Board good luck as we move forward.

The next Meeting is scheduled for: Tuesday, March 20, 2018@ 7:30 p.m. at the Skatium.

Respectfully submitted, Barbara L. Latsios

The Skatium Ice Rink Advisory Board Meeting Minutes

April 17, 2018

Attendees:

Adam Terranova, Drew Simcox, Barbra Latsios, Rob Cohen, Charles McGarvey, Kate Stickel, Rick Turnbull, John Lynch, and Rich Caesar.

Not Present:

Joe Noone, Karen Samulenas, Daniel Goduti, and Steve D'Emilio.

The meeting began promptly at 7:30 pm and was called to order by Adam.

Approval of Minutes

The 2018 February meeting minutes were approved and it was noted that the 2018 March meeting was cancelled due to a snow storm.

Public comment

Chas had previously asked if a banner can be hung for the Vikingit program. The banner was approved and has been raised into a temporary location. The banner will need to be moved to a permanent location. Rick and John will move it soon.

Financial

Rick reviewed the financials and the figures are on track with the projections for this year. We show a profit for this month of \$36625.00 and \$156213.17 profit for the year to date.

Operations

Capital Expenditures

2018 – Fire alarm funding is approved, and a company has been selected by the Township. Security camera funding is in progress and the Board would like to have it approved and installed by the start of the school season in September 2018.

2019 - Ceiling replacement has been discussed year after year.

2020 - Master control panel was not replaced as part of the electrical upgrade and will need to be considered since it is a critical item.

2021 – Replacement of the rubber floor is needed in most of facility.

2022 - New doors are needed throughout the facility (front lobby, lockers, showers, etc.)

Budget numbers are due within a few months and now is the time we should look at costs and priorities of each of the above items. We should also consider other items that are needed and determine if they are a priority or jeopardize the operation of the facility. Rick indicated there are operation items that can be considered or classified as rink equipment and therefore purchased as needed depending on the cost. For example, the lack of a functional generator could be a safety issue and it may be necessary/possible to purchase a generator in 2018 for safety reasons. Since the lights have been changed in the recent past to more energy efficient models we will need a smaller generator. Rick will gather data on the size of generator needed and cost. We also need to decide on the fuel needed to run

the generator. Alternative fuels can be considered but it is most likely we will use gasoline as the primary fuel. Rick will speak to Doc for his recommendations on the size and type of generator and will circulate the information.

We discussed adding a few additional items to the list of items such as rest room upgrades and a water bottle filler. Rick will look at the cost of a water bottle filler for the front area and possibly order one to replace the nonexistent water fountain. The utilities such as plumbing and electric are in place and it would be cost effective to install the new fountain with a bottle filler in the same location.

Equipment personnel and operations

Adam asked Rick about the progress of the organization review. Rick mentioned all positions are not filled but the last position may be filled by Mike Rogers. Otherwise John may have a person to interview if Mike cannot accept the position. Rick is attempting to hire more mature people for security due to the nature of the environment and duties of the position. Rick commented that the full time Zamboni driver is working well.

There are some bulbs out and they will be replaced in bulk by September 2018. John has new netting for two of the goal frames and will be replacing the netting for one set of nets for game use. We already had one set of frames powder coated which helps for the marks. Cleaning and the netting will complete the upgrade.

Tenant update

Hav A Burger opened a second location and is doing well (at both locations). However, there are some ongoing issues about the opening time for specific events. They generally open at 9:00 am on most days. They have been asked on several occasions to open early for certain programs and special events. There has been no real change to the opening time and it may not be worth discussing corrective actions. As a solution we can allow outside refreshments to be brought into the rink for early events or special programs.

Marketing

Private ice rental is generally set at \$360 per hour but public sessions are the biggest variable and can generate up to \$2500 per session. Since we are not allowed to solicit in the schools we need to find other ways to circulate information about the public skate sessions. It is unlikely that we will make progress with the schools or school board, so Kate suggested that we work through the PTO(s). We can also offer a free session to the teachers, so they can circulate information.

May 4th and May 15th are half day for Township school students. It was strongly suggested that Rick arrange for sessions during that time. Rick will look at times for those two afternoons and possibly offering a reduced rate or include skates for free to stimulate attendance.

New business

Drew raised the following items:

- TV in the front not working or not on? Rick needs a bit of instruction for download and operations and can place the TV back in service.

- Has access to lockers and asked if there is any interest in lockers for other uses. They would be about \$50.00 for each locker, well below a new purchase cost. The lockers are in good condition.
- Would like to know if we can we have a pizza party for the volunteers that helped with the Flyers Rookie program. Rick and Drew will discuss the logistics of when they can schedule the event.

The meeting was adjourned by Adam at 9:00 pm.

Next meeting is scheduled for **May 15, 2018 7:30 pm.**

The Skatium Ice Rink Advisory Board Meeting Minutes

May 15, 2018

Attendees:

Present:

Adam Terranova, Drew Simcox, Barbra Latsios, Rob Cohen, Rick Turnbull, John Lynch, Joe Noone, Karen Samulenas, Daniel Goduti, Kate Stickel, and Rich Caesar.

Not Present:

Steve D'Emilio, and John Lynch.

The meeting was called to order by Adam and began promptly at 7:30 pm.

Approval of Minutes

The 2018 April meeting minutes were approved.

Public comment

It was announced that Steve D'Emilio will no longer be representing The Commissioners and Larry Holmes has been appointed to the committee as The Commissioners Representative. Thanks Steve and welcome Larry.

2018 goals

Adam spoke to Rick in preparation of the meeting and they discussed a goal of \$1,000,000.00 in income by 2020. They identified several key areas that can help achieve the goal. Focus on growth areas such as public sessions, theme events, DJ events, partner programs, lessons, pay as you go, and grass roots marketing. However, several other items were discussed at the meeting.

Rob mentioned an adult learn to play hockey program that consists of clinic style drills followed by a controlled scrimmage usually lasting for two periods. While this is an example there are other similar programs that can be tested. Kate mentioned a few Ice Line programs such as an Alex's Lemonade Stand Tournament that generated exposure for the rink with the proceeds donated to the cause, but a few "Mini Tournaments" that the proceeds generated income for the rink. It was then discussed that we may want to try a one-day tournament to generate income. The tournament can be by invitation and target a specific group like Catholic League, AAA, or even younger ages. The tournament should be round robin and last only one day. We can enlist local businesses to advertise at the rink for things to do in between games to keep the teams local. There is a concern about who would organize and run the tournament. Rick suggested a partnership with Jack Beck whereby he can also solicit T-shirts or accept a small fee for his work. Rick indicated he would speak to Jack and determine his interest.

Daniel inquired on the amount of gate income gathered from ICSHL and Rick confirmed approx. \$8k to \$9k per year. Rich added that we will need to look to increase income using ice spots that are not just

fixed cost hourly rentals. A quick calculation by Adam shows that approximately 64% of the ice rentals are fixed cost hourly rentals. We will need to use the remaining ice times to generate income by more ticket sales and events that attract spectators. College can generate ticket sales, but Rick indicated the time slots are usually longer and will not fit into available schedules. St Joseph's University ticket sales generate minimal income since attendance is low and is indicative of the level of play.

There was much discussion about the climate of the ICSHL as a league and teams or like parts splitting from the league thus forming other leagues of similar competition. It may be possible to monitor the climate and possibly offer a few game times at the Skatium. We will need to be conscience of the ramification with other rinks/leagues, so it does not affect existing games that are scheduled at the Skatium.

Financial

Rick reviewed the financials and the figures are on track with the projections for this year. While we show a deficit of \$30,045.89 for the month the profit for the year is showing a profit of \$126,167.28. Based on previous years, this trend is in-line with the time of the year.

Operations

Capital Expenditures have been set for the next few years and most items will remain as scheduled. Last months list can be used as a reference, but the fire alarm project is scheduled for an upgrade this year and the ceiling is schedule to be replaced in 2019. Other items such as the master control panel, floor replacement, locker room repairs, and replacement of door, will be listed as needed items on the detailed report at yearend. Maintenance items are, and will be, addressed as they arise. Operating items such as the lights will be addressed throughout the summer and bulbs will be replaced as needed. The bottle filler is on site and will be installed as a replacement for the water fountain before the start of the fall season.

Rick followed up with the Township and spoke to Doc about the condition of the existing generator. It was determined that the existing generator will need a new head gasket and was not worth the cost of repair and it is unlikely the repair will be approved. Rick was informed that there is a generator at the old township building can be repurposed and installed at the Skatium. The condition and size of the existing generator will be evaluated and possibly moved to the Skatium before the end of the year. It is understood that the fuel source for the generator will be evaluated at the same time and the existing oil tank at the Skatium will be decommissioned and a gas tank will be installed for the repurposed generator.

Rick confirmed that John will complete the netting upgrade on the goal frames before the start of the fall hockey season. Rick also confirmed that Mike Rogers will now assume some supervisor duties and John Thomas will be trained for the fall season.

Tenant Update

Hockeytown is status quo with no outstanding issues to report.

An issue has developed recently with Hav-A-Burger. While it is not serious it will need to be addressed and a solution may involve more than just the Skatium and Hav-A-Burger. The Skatium and the Township have noticed that outside storage of a few items has become unsightly. There are barrels of waste and stored materials that are visible, and neighbors have raised concern. Both items may need to be concealed with a visual barrier such as a section or two of fence or lattice. Rick will speak to the Township to see if they will approve and install the visual barrier and keep the cost low. The barrels will also be stored out of sight but will require covers on each of the barrels. Rick will speak to Hav-A-Burger about covering the barrels and more frequent pick up.

Marketing

Regarding the increasing income as listed above, Adam suggested that we attempt to plan a revenue generating event every week, but, each month is a more achievable goal. The group agreed that we will need to attract clients for more programs that generate income.

Some ideas that were discussed are to target groups by age or group affiliation. We can approach the middle school age players and ask the coaches to participate for targeted programs. We can offer a “middle school workshop” or “theme-based program” that will attract a specific age or skill level for the program. Last month Kate suggested working through the PTO organizations for programs that involve the schools. She spoke to the PTO and they could not execute a program this late in the year but agreed to develop a program stimulate interest for next year.

Old business

Last month Drew asked about the operation of the TV/displays at the front entrance. Rick reset the TV's and all seem to be working fine. Rick is also actively coordinating a pizza party for the volunteers that assisted with the Flyers Rookie Program.

Drew mentioned that he had access to lockers for customer use at a reduced cost. It was determined that we do not need additional lockers.

New business

The group discussed that parking is an issue. We all acknowledged that parking has been an issue before the construction of the township building but it has become more of an issue recently. There are several conditions that need to be addressed possibly with the Township for enforcement. There is a limited amount of spaces due to the construction however it has been observed that contractors have parked their vehicles in the lot for overnight parking. There are also local commercial vehicles that park overnight not knowing that the Skatium operates until late at night. Since it is a Township issue with parking regulations Rick will call the police when a vehicle is parked illegally. He will also work with the Township to see if they can inform the contractors not to park in the lot overnight.

Drew circulated an article that was published in USA Hockey Magazine that featured the Skatium. Drew posted the pictures on social media and sent it to the group by email.

Kate had questions about the Summer Hockey League program and mentioned the website is ambiguous. Speaking with Rick for the details they both agreed that Jack Beck runs the league and the website, and he would be the best person to contact to correct the information. The site is not clear about returning players and their skill level. It was suggested that Rick and/or Kate will speak to Jack to clarify the information, so people do not decide to participate.

The meeting was adjourned by Adam at 9:04 pm.

Next meeting is scheduled for **June 19, 2018 7:30 pm.**

The Skatium Ice Rink Advisory Board Meeting Minutes

June 19, 2018

(revised July 17, 2018)

Attendees:

Present:

Adam Terranova, Drew Simcox, Barbara Latsios, Rob Cohen, Rick Turnbull, Joe Noone, Karen Samulenas, Kate Stickel, John Lynch, **Chas McGarvey**, and Rich Caesar.

Not Present:

Daniel Goduti, Larry Holmes

Adam will contact Larry Holmes and welcome him to the committee and let him know the schedule for the meetings.

The meeting was called to order by Adam and began promptly at 7:30 pm.

Approval of Minutes

The 2018 May meeting minutes were approved as presented and no changes were necessary.

Public comment

No public comment.

2018 goals

There is no change to some items for the 2018 goals, but the discussion was expanded to include goals for 3 to 5-year plan. Adam began the conversation by suggesting that we take a different approach to the way we spend funding for repairs and renovations by attempting to lower operating costs in the process. Chas proposed that each repair or renovation should be executed as environmentally friendly as possible. For example, a new vapor barrier, solar panels, gray water, electric Zamboni, etc. could be considered to lower our operating costs. While we would all like to attain a “green building” status it may not be attainable or fiscally possible. Finding local partners that can benefit from some of the items can also be an initiative. We all agreed that it does not make sense to work toward LEED certified if it is not a good return on investment. We need to check with the township to determine their definition of a green facility before we make changes that would not align with the township strategies.

The discussion continued about the ICSHL and the division of ice time at local rinks. Rick has had conversations with several of the Prep League team coaches about ice spots for the upcoming season should the Prep teams separate from the ICSHL. Drew mentioned the Declaration Meeting for ICSHL teams is scheduled for tonight (June 19) and the 2018/2019 schedule will not be solidified until each participating club determine the amount and level of teams they will enter in the ICSHL. At the same

time, we are still looking for a commitment from the ICSHL to receive the same amount of games, or more, over the next season. The Prep league is requesting approximately 12 spots for games over the season. It is possible we can work with the ICSHL schedule and accommodate a Prep league if it materializes. Rick is still working with the Prep coaches and will set up a meeting with ICSHL John Graves and discuss the options but mostly vet the schedule for the season.

Financial

Our year to date is \$153,935.96 profit which is slightly ahead of projections compared to the same time last year.

Operations

This year's capital expenditures are still on schedule as stated in the May Meeting Minutes. The lights will be re-lamped over the next few weeks as time permits in between events. The fountain/filler is on site and we would like to have it installed as soon as possible. John indicated we are receiving installation proposals that are higher than expected. Rich agreed to contact a person at Gans Plumbing for a proposal. The fire alarm, master control panel, floor replacement, locker room repairs, and replacement of door, will remain on the list and be addressed for the future. Again, maintenance items will be addressed as they arise.

Rick received word back from Doc that the existing generator from the township cannot be repurposed. He then contacted Mardinly for a repair estimate on the existing generator and received a verbal estimate of \$3000.00 for the head gasket and there are no guarantees it will function. He was also told that parts are no longer available for the existing generator and any repairs could be short lived. Mardinly will be sending a proposal for the repair as well as a proposal for a replacement unit. We discussed and confirmed that the purpose of the generator is to power the emergency lights to allow safe exit of persons in the facility in the event of a power outage. We acknowledge that interim steps were taken to supply emergency lights in the rest rooms and locker rooms but will need to address the emergency lights for the general population should there be an outage during a game or when the stands are full of spectators. The Board suggested that a new generator be purchased since spending money on an end-of-life generator is not cost effective. All proposals should include the removal off-site of the old generator.

Adam mentioned that the township will be renovating the "Plaza" in front of the Skatium as part of the township building construction. The plan is to make the front area more appealing and create a park like setting. The construction is expected to begin in October after Haverford Township Day. Adam is attempting to get a obtain a copy of the renovation plan or have a representative from the township attend a meeting and explain the upgrades. It is unclear if the proposed renovations are part of the township building construction or part of a state or federal beautification funding.

It was brought to our attention by Chas that the reconfiguration of the parking lot has, and will continue to, impacted the hockey players ability to perform warm ups before a game or dryland training. The renovations to the Plaza will also have an impact on the hockey players ability to perform warm ups

before a game or dryland training. There were suggestions that the players use the property on the side of the building or the soon to be renovated front area but there are negative aspects to both of those options. The side of the building is not well suited for warm up due to the uneven terrain and will possible cause complaints from the adjoining neighbors. Depending on the renovations in the front of the building there may not be sufficient space for said activities. Alternatives will need to be explored and discussed.

It has been brought to our attention that the Hav-A-Burger contract for outside food may not coincide with the notification on the entrance "outside food and drink is not permitted in the building". The discussion stems from an event that was promoted as a "bag lunch" during skate week. While the signs may not be enforceable for all events it is necessary to limit outside food and drink from entering the building during certain events such as High School hockey games. It was also strongly suggested that the Skatium not intentionally promote events encouraging outside food and drinks. It is to the advantage of the Township and Skatium to have a successful business operation within the facility. It took a long time and effort to finally get a business in the Skatium. We will need to review the contract for other events and scenarios before discussing with Hav-A-Burger.

Tenant Update

A new fence was installed around the waste area for the Hav-A-Burger. Rick, John and the township crew concealed the area and it looks much better. Rick also spoke to Hav-A-Burger and unfortunately the pickup schedule for their waste has little adjustment for the frequency of removal. We will monitor the situation and make sure it improves over time.

No update or issues with Hockeytown.

Marketing

Kate has identified a few dates for the upcoming school year for a promotional program for half-days and days-off. The dates she identified for the upcoming school year are Nov 19, 20, 21, and Jan 18. Jan 18 may be the better date because of the time of the year and Rick agreed to block out the time on the schedule. Kate will keep in touch with the Manoa PTO as the summer progresses to solidify the date and distribute the details.

We will continue to promote public sessions, theme events, DJ events, partner programs, lessons, pay as you go, and grass roots marketing. We are also open to additional programs such as adult learn to play hockey and joint fundraising efforts such as charity tournaments, targeted tournaments, and attracting other specialty events that will generate revenue for the box office.

Adam attended a Skate Week event and it seemed to be successful. We should continue with the program and measure the outcome.

Old business

Rick and Drew are still planning to have a pizza party for the volunteers that assisted with the Flyers Rookie Program. Schedules have not yet meshed but they will continue to work on the details.

Drew picked up a few of the lockers we spoke about at the last meeting. Some are now in use for the High School.

Some of the parking issues have corrected themselves since additional parking is now available as the construction of the township site progresses and more parking is available. There is still a potential problem with vehicles parking overnight, as well as construction vehicles. Rick will contact the township and speak to Larry about commercial vehicles and vehicles from the neighbors parked in the lots.

Rick spoke to Jack about the website for the Summer Hockey League and he agreed to investigate the issue.

New business

Kate mentioned the "Haverford skatium.com" weblink is not working and redirect to the correct web page. Rick will contact the webmaster and ask for them to investigate.

The meeting was adjourned by Adam at 9:04 pm.

Next meeting is scheduled for **July 17, 2018 7:30 pm.**

The Skatium Ice Rink Advisory Board Meeting Minutes

July 17, 2018

Attendees:

Present:

Drew Simcox, Rob Cohen, Daniel Goduti, Karen Samulenas, Barbara Latsios, Kate Stickel, Chas McGarvey, John Lynch, Rick Turnbull, and Rich Caesar.

Not Present:

Larry Holmes, Adam Terranova, Joe Noone

The meeting was called to order by Drew and began promptly at 7:30 pm.

Approval of Minutes

The 2018 June meeting minutes were approved as presented with no changes. However, after the meeting it was discovered that Chas was not listed on the June 19, 2018 meeting minutes. The June meeting minutes have been amended to reflect that Chas was in attendance for the June meeting.

Public comment No
public comment.

2018 goals

Drew opened the meeting with a combined discussion for the long-term goals listed on the agenda and some of the items listed in Marketing.

We are open to collaborating with outside groups to improve the facility and the create exposure for the Skatium. Township groups like HPED provide resources and volunteerism that can help the Skatium as well as help the community with beautification projects. This will also increase the positive exposure for the Skatium and maintain us as good neighbors.

We are still working toward \$1 mil in revenue by 2020. Barbara indicated we are already promoting the public sessions such as the Friday skates, school programs, theme events, fund raising groups, etc. We again discussed promoting the Skatium to the local schools and reaffirmed that the school staff is not the best way to promote school functions and the PTO is the best avenue. Rob will contact the Chatham PTO to determine if there is interest for the Skatium to be involved in their 5th grade event. Kate continues to work with the Manoa PTO for dates for the upcoming school year. We do not feel comfortable with all schools at the same event at the same time and will work on the schedule accordingly. Rich will check with the local Boy Scout Troop to see if they would like to participate in an event.

Recently the lessons are working well and are contributing to our income. Drew suggested we utilize a calendar on line for advanced notification of events and promotions. The social media is effective, and we should continue with social media but also look at other forms of communication such as a calendar. Kate agreed to also post events on her Facebook page for additional exposure. Rick is also continuing to promote public sessions, theme events, DJ events, partner programs, lessons, pay as you go, etc. He is still following up on additional programs such as adult learn to play hockey and joint fundraising efforts such as charity tournaments, targeted tournaments, and attracting other specialty events as ice time and resources permit.

Chas confirmed that some of the Prep teams will be dropping out of the ICSHL, the total number dropping out is unknown now. Last year some of the late Friday spots were not used last season and they could be earmarked for available spots for the Prep league. We will not be losing the ICSHL ice spots but it may not be an accurate count of teams. Drew explained that during registration in the ICSHL teams declare home ice designation and many of the local teams declare the Skatium as their home rink. Rick is scheduled to meet with Graves at the end of July about the number of teams and ice times.

Financial

The year to date the Skatium is in the black with \$155,858.56. Some of the line items are exceeding forecasts while other are lagging but should balance out during the fall season.

Operations

The fire alarm upgrade is in progress and will be completed within a few days. Once complete, it will be tested by the fire inspector.

The camera system upgrade will be complete before the start of the fall season. A new recorder is needed and a few new high MP cameras will be installed as part of the upgrade. An external hard drive has also been ordered for incident storage.

Other items listed for capital expenditures are as follows:

2019 vapor barrier

2020 master control panel

2021 rubber floor

2022 new door

Locker room repairs will remain on the list and be addressed for the future. As in the past, maintenance items will be addressed as they arise.

The fountain/filler was installed by Gans Plumbing and is working well. There has been positive feedback with the addition of the fountain/bottle filler.

The light re-lamping is in progress and there are only three of four rows remaining. John will continue making progress and is confident they will be complete by the fall season.

Rick received the proposal for the new generator from Mardinly at a cost of \$13,800.00. It has been ordered and we will be notified when a delivery date is available. It should only be a few weeks and will be installed promptly.

Rick obtained a copy of the plans for the renovation of the Plaza. The project funding relates to the new Township complex and will not be associated with the Skatium budget. The construction is expected to begin in October after Haverford Township Day. There is concern with a portion of the design that includes a fountain. We would like to understand the design a little better and may attend commissioners meeting for more information. Barbara will contact Dan Siegal to determine when we should attend the township meeting.

Tenant Update

There are no open issues with Hockeytown and Hav-a-burger.

Old business

Rick and Drew are still working on the details for a pizza party for the volunteers that assisted with the Flyers Rookie Program.

The lockers Drew acquired are in the high school locker room, in place and in use.

The parking issues discussed at the last meeting have improved significantly because of Rick speaking to the Township. In addition, the remaining grading issues have been corrected.

Kate mentioned the “haverford skatium.com” weblink and redirect to the correct web page is still not working. Rick will speak to Allie or Rick at the Township to ask them to correct the URL. Dan confirmed the URL is registered to the Township.

New business

Drew is planning to replace the floors in the Haverford locker room. He has asked for volunteers and will be seeking sponsors to cover the costs of the flooring.

Rick is considering joining the Ice Rink Association (www.usicerinks.com) and will have more information for discussion for next month's meeting.

Chas would like to explore a new locker room for the female hockey players. We will explore reconfiguring the existing lockers to accommodate.

The meeting was adjourned by Drew at 9:03 pm.

Next meeting is scheduled for August 21, 2018 @ 7:30 p.m.

Please note:

The items listed in the topics above and not necessarily listed in the order they were discussed.

Also, I combined the “Marketing” and the “2018 Goals” since the topics are related and can be repetitive.

Lastly, “Old Business” that has been completed or closed will be removed one month after the items is completed or closed.

Skatium Ice Rink Advisory Board Minutes – August 21, 2018

The next Meeting is: Wednesday, September 12, 2018@ 7:30 p.m. at the Skatium, 2ndFloor

Please note the change in day and date of the next meeting. The change is necessary due to the Jewish holiday which is on our regularly scheduled meeting night.

Attendees: Adam Terranova, Drew Simcox, Joe Noone, Barbara Latsios, Rob Cohen, Daniel Goduti, Kate Stickel, John Lynch, Rick Turnbull, and sitting in for Larry Holmes, Dr. Gerry Hart, 8th ward.

Absent: Karen Samulenas, Chas McGarvey, and Rich Caesar. In lieu of Rich's absence Barbara Latsios will cover the meeting notes.

Adam called the meeting to order promptly at 7:30 pm.

The July 17, 2018 minutes were approved.

There were no public comments.

Adam discussed the building update which included the addition of the water bottle filler, which is a big hit and the completion of the fire alarm project. Skatium management is waiting for the final inspection on that. The cameras are in; however, the installation by the Township has not been scheduled yet. The goal of Skatium management is have all work completed before the start of the hockey season in September.

The generator has been ordered and will have a "transfer switch" to automatically turn on emergency lights in the rink area. The locker and bathroom areas have battery powered emergency lights and are not powered by the generator. The old generator fuel tank will be drained and remain on the premises.

Several members brought up the ceiling vapor barrier which is torn and worn. It creates "hot spots" in the Skatium during hot weather. Adam asked if there was anything available to protect the new ceiling. Rick mentioned that the new barrier is much thicker and is supposed to be "puck proof!" Board members thought any company providing bids should also provide references of area rinks using the product to find out if the product is holding up as they are stating. Rick was amenable to doing that and stated he intends to start getting bids by early next year and the installation should begin in late Spring 2019.

The master control panel is due for replacement in 2020. The rubber floor and new front doors are scheduled for 2021 and 2022.

Moving forward Adam asked all Board remembers to start thinking about building upgrades for 2023 and forward. The cooling towers and bathroom renovations were mentioned as possible projects.

Rick reviewed the finances to date and through July 2018 the Skatium is operating in the black with the busiest months, yet to come.

Dr. Hart brought up the “new fountain” in the front of the Skatium. He stated that the construction company went over the plans at the last Commissioner’s meeting. Barbara asked, “when do the Commissioner’s intend to vote on the fountains.” He wasn’t certain if it would be in September or October. She proceeded to mention that there were concerns regarding the lack of space for off-ice hockey exercise areas, the type of paving that was being used and being an attractive nuisance with the kids.

Drew mentioned that he liked the idea that the Skatium is now affiliated with the US Hockey program. That is a positive professional organization that provides guidelines for hockey organizations.

Adam mentioned that Rick has done a good job putting together a schedule for “kid’s day off” from school due to various holidays and/or in-service days through the end of the year. The schedule as of now is as follows:

Monday, September 10, 2018 – Haverford Township School District In-Service Day;

Wednesday, September 19, 2018 - Haverford Township School District In-Service Day

The target audience is school children and parents. General admission from 10:00 a.m. through 2:00 p.m.

Sunday, October 28, 2018 - Monster Mash

Wednesday, October 31, 2018 – Halloween Skate

The target audience is school children and parents. General admission from 10:00 a.m. through 2:00 p.m. Special pricing

\$8.00 without costume; \$5.00 with costume and Includes skate rental & helper (if needed)

Also scheduled beginning September 29, 2018 – DJ through December/January. The target audience is 13+.

Drew stated that these dates need to put on “Twitter; Snap-Chat; and other social media venues. Adam mentioned the importance of spreading the word on these events. It was also suggested to acquire the Catholic School holiday schedule too. Our goal is to increase the revenue of public skating during the season. Adam suggested that 4” X 6” flyers be distributed within the Township at schools and businesses. Kate and Drew brought up the fact that District schools will not distribute flyers. Barbara suggested it be distributed through Hav-a-Good Times to target the Township residents.

Rick will be soliciting board members who have design/computer skills to design the handout utilizing both sides. Kate mentioned that perhaps Hav-a-burger might want to offer a “special deal” during these “kid’s day off” skates. Rick will check with the owners.

It was mentioned that Rick should let the Board members know when the deadline for the next edition of the Hav-a-Good-Times is due. Board members can make suggestions for what events, etc. should be highlighted under the "Skatium" information.

Drew has multiple pictures to scroll on the large TV monitor at the entrance. Joe Noone suggested that another large TV monitor be added near the restaurant for additional access to viewing the slide shows and information on display. Rick will consider that.

New Business

Barbara mentioned that the Board needs to start thinking about the Ice Rink Advisory Board's End-of-year report and presentation to the Commissioners. This usually occurs in December and/or January. Board members need to decide on the 2018 highlights, state of the Skatium and future goals.

Adam adjourned the meeting at 8:50 p.m.

The next Meeting is scheduled for: Wednesday, September 12, 2018@ 7:30 p.m. at the Skatium.

Respectfully submitted, Barbara L. Latsios

Skatium Ice Rink Advisory Board Minutes – September 12, 2018

The change in the meeting date and time was necessary due to the Jewish holiday which is on our regularly scheduled meeting night.

Attendees: Adam Terranova, Drew Simcox, Barbara Latsios, Rob Cohen, Daniel Goduti, Kate Stickel, and Rich Caesar

Absent: Joe Noone, Karen Samulenas, John Lynch, Rick Turnbull, Chas McGarvey, Larry Holmes.

Adam called the meeting to order at 7:38 pm.

The August 2018 minutes were approved.

There were no public comments.

No updates on the financials are available since it is not our regular meeting date and time.

The generator was installed and has been tested.

Video surveillance system has been prewired and waiting for the cameras to be installed, adjusted and tested. Rick (Skatium) will follow up with Rick (Township) to follow up on the schedule for completion. Kate asked if we should display signs indicating the presences of security cameras. We discussed as a group and decided to check with other facilities and the Township for a precedence.

Contracts for the upcoming season rentals have been sent out. The Hawks have not signed contract and they are reviewing the terms of the agreement. The Fords still reviewing contract but expected to make minor changes and sign/return. Rich asked if we require standard insurance certificates from each organization. Drew explained that USA hockey covers most teams and many of the remaining are schools. Doug stated private schools that are non-USA Hockey sanctioned do furnish certificates when required.

Rick will be speaking with the Township in the upcoming weeks about the price for ice for the 2019/20 season. Adam indicated that our facility is set at a lower cost per hour than other local rinks. Other rinks are increasing prices and we should stay in line with local prices. It was noted that Westtown (a new ice rink) charges \$375 per hour, Ice Works charges \$390 per hour and the Skatium \$360 per hour. (Springfield is \$170 per hour but is not a full-sized ice rink). The Prep league was discussed, and it was determined that each team will use their home rinks for games. This does not affect the Skatium. An additional new rink is in the works in the Conshohocken area at the site of the old Philadelphia Inquirer. The facility will not be in operation this season. More details are expected in the next few weeks.

Drew discussed next years' USA Hockey Programs such as try hockey for free day. The inception of that program over the last few seasons has increased activity in other programs. Adam would like to publish brochures for our programs and make them available during the beginner programs. These brochures can also be available during all other programs and events as well. They are designed to increase brand awareness and promote other programs and the progression of a skater based on development. Adam

also used an example of a funnel from another rink to graphically illustrate the succession of programs.
(what's next, flow chart)

Adam would like to explore a mite jamboree in the summer. The ice can be divided, and we can have several teams on the ice at once. We would need to limit the age to mite and elementary school players.

We discussed the Township Beautification Project for Darby Rd and the installation of the fountain. Bids for the fountain were accepted by the Township but came in higher than expected. A few people expressed concerns with the presence of a fountain and possible liability issues. We would like to meet with Larry Holmes to discuss the possibility to expand the beautification project to include the enhance of the entrance to the Skatium. It was not specifically discussed but we need to prioritize upcoming repairs and keep the list current.

New Business

None

The meeting was adjourned at 8:40

The next Meeting is scheduled for: Tuesday, October 16, 2018 @ 7:30 p.m. at the Skatium.

Skatium Ice Rink Advisory Board Minutes – October 16, 2018

The next Meeting is: Tuesday, November 20, 2018 @ 7:30 p.m. at the Skatium, 2nd Floor

Attendees: Adam Terranova, Drew Simcox, Joe Noone, Barbara Latsios, Daniel Goduti, Kate Stickel, Chas McGarvey, Karen Samulenas, John Lynch and Rick Turnbull.

Absent: Larry Holmes, Bob Cohen and Rich Caesar. In lieu of Rich's absence Joe Noone and Barbara Latsios will cover the meeting notes.

Adam called the meeting to order promptly at 7:30 pm.

The September 12, 2018 minutes were approved.

There were no public comments.

Rick Turnbull discussed the numbers to date. Through September the Skatium is operating in the black, over \$250,000.00. Winter hockey, free style and skating lessons were the big producers. Revenue increased in all those areas from last year. Public skating also did well. During Haverford Day the Skatium employees sold Skatium passbooks for public skating (General) and Free Style books (20 passes each). Each book is sold for \$50.00 and \$60.00 each. People needing skates pay an additional \$10.00 fee. Sales were brisk during Haverford Day.

Kate mentioned that she was approached by a Commissioner asking if the Skatium management could supply some free passes that can be included in the "Welcome Package" given to new families living in Haverford Township. Rick was amenable and will be forwarding some. Several Board members remember that this has been done in the past and it's a great way to expose new residents to this great facility.

Adam mentioned that several Board members are due for their annual Board renewal. These members are: Rich Caesar; Chas McGarvey; Drew Simcox; Joe Noone and Robert Cohen. Adam suggested that they contact their Commissioner to express their desire to remain on the Board.

Adam discussed the Township initiative for climate/sustainable energy. He encouraged Board members to look for areas that can be made more environmentally friendly in the Skatium. Joe discussed the lighting and moving to LED lights in the future. The plumbing in the facility was mentioned as a need for an upgrade. New improved plumbing fixtures would save the Township money in utilities. This includes low flow/waterless urinals and toilets; low flow automatic water in sinks, etc. Solar panels and the pros and cons were discussed at length. Barbara brought up the return is not worth the cost investment. There might be some applications for use but not for everything. She cautioned about suggesting things that may or may not be fully tested and may have too high an investment cost. Our objective should be to save money and discourage overspending.

Adam and Rick discussed the added cameras throughout the Skatium. Six cameras are being added to the seven already in place. The wiring has been completed and Rick is waiting for the Township employees to complete the installation.

Moving forward Adam asked all Board members to start thinking about building upgrades for 2023 and forward. The cooling towers and bathroom renovations were mentioned as possible projects.

Rick reviewed the finances to date and through July 2018 the Skatium is operating in the black with the busiest months, yet to come.

Rick reminded Boarded members that the following dates are scheduled for the public skating sessions when schools are closed. He will be advertising the events on "social media." They are:

Tuesday, November 6, 2018 (Election Day)

Sunday, October 28, 2018 - Monster Mash

Wednesday, October 31, 2018 – Halloween Skate

The target audience is school children and parents. General admission from 10:00 a.m. through 2:00 p.m. Special pricing

\$8.00 without costume; \$5.00 with costume and Includes skate rental & helper (if needed)

Also continuing are the Friday night DJ continuing through December/January. The target audience is 13+.

Also beginning the first week in November will be the Varsity games. JV has started and Adam mentioned that he was at the Skatium recently and there were 50+ people watching one of the games.

Adam discussed the Capital budget for 2019.

New Business

Adam asked why sinks were inoperable in the Locker Room and why lighting is controlled in one locker room and not the other. Rick said Ganz Plumbing has been contacted to make repairs. Joe Noone suggested installing occupancy sensors in all locker rooms to eliminate any switching issues.

Barbara mentioned that the Board needs to start thinking about the Ice Rink Advisory Board's End-of-year report and presentation to the Commissioners. This usually occurs in December and/or January. Board members need to decide on the 2018 highlights, state of the Skatium and future goals. Adam will present a draft to the Board at the next meeting where we will prioritize Capital. preventative maintenance measures and long-term goals. Here are several items previously discussed:

- Vapor Barrier (ceiling) – 2019
- Master Control Panel (Electrical) – 2020
- Rubber Flooring – 2021

- New Doors (Front Lobby/Locker rooms, etc.) – 2022

Adam adjourned the meeting at 8:40 p.m.

The next Meeting is scheduled for: Tuesday, November 20, 2018 @ 7:30 p.m. at the Skatium.

Respectfully submitted, Joe Noone and Barbara L. Latsios