



Ice Rink Advisory Board Regular Meeting Minutes

Location: 1018 Darby Rd, Havertown PA 19083

Date: Tuesday, February 15, 2022

Time: 7:30 P.M.

Call to order: Jeremy Beha called the meeting to order at 7:33 pm via teleconference.

Roll Call: Attendees: Barbara Latsios, Adam Terranova, Drew Simcox, Kate Stickel, Stacie Pugliese, Jeremy Beha, Rich Caesar. Rick Turnbull, Rob Cohen, Jason Brinn, and Commissioner Liaison Bill Wechsler.

Absent: All members present via teleconference.

Public Comments: No public comments.

Approval of minutes from last meeting

Old Business:

Sunshine Law was reminded.

The Pennsylvania Sunshine Act, 65 Pa.C.S. §§ 701-716, requires agencies to deliberate and take official action on agency business in an open and public meeting. It requires that meetings have prior notice, and that the public can attend, participate, and comment before an agency takes that official action.

Robert's Rules of meeting operation reminded.

Channel 17 promo :

Three news spots were done for Skatium on morning news. One is still posted on WPHL website.

WPHL Link:

<https://phl17.com/video/skatium/7402966/>

Financial:

Rick Turnbull reports Skatium is in the black. Budget for 2022 is higher than previous years. All tenants up to date. Private Ice sales are up. Zamboni repair costs have increased due to the age of the Zamboni.

Operations

Rick Turnbull reports two areas of flooring are particularly bad for foot traffic, one near vending machines and one near Hav-a-Burger door. New Skatium flooring was not installed with adhesive. Rick will contact flooring manufacturer and explore options available to fix.

Standard/Event Cleaning Regular cleaning timetable for employees was presented. Changes suggested removing columns on form that indicate dirty and maintain a simple check and signature system. Manager needs to sign off work was completed.

Floor Zamboni is still not being used because it causes new flooring to buckle and rip. Rick Turnbull noted he contacted Hillard (manufacturer) for floor Zamboni to confirm any adjustments necessary to operate properly. Manufacturer confirms machine is excellent and we have the proper adjustments and cleaning tools. New batteries will be supplied by manufacturer.

Zamboni needs repair. More cost efficient to repair needed fixes than to replace.

New Business:

Technology

Adam Terra Nova noted Point of Sale (Front Line Solutions) System tested and in working condition. The system allows online ticketing, payment processing, and potentially could help with schedule redesign. Testing is still recommended. No update regarding credit card processing issue. System is not live.

Adam reports possible digital public marketing calendar still being devised and worked out. Testing and approval will be necessary.

Wi-Fi capability upgrade was advised by Barbara Latsios to assist all clubs for current and future events of Live streaming. U.S Figure Skating Eastern Adult Sectionals is being hosted by tenant Crossroads Figure Skating Club. Event will be live streamed through Fanzone and possibly Peacock depending on Skatium capability. Stacie Pugliese will report with parameters required by Peacock for streaming. Rick will touch base with Rick Maclary about improvements that can be adjusted or done. Drew Simcox noted the upgrade would be helpful for streaming the Flyers Cup.

The Flyers Cup Group use The Sports Fan Base Network to webcast all of their tournament games

<https://www.thesportsfanbasenetwork.com/>

Tenant Update:

New options for flooring in Hav A Burger are being researched since the current floor is bubbling.

No update about ventilation system cleaning in that area. An observation was made that even though the rink owns the ventilation system, Hav a Burger is responsible for cleaning it.

Marketing:

Social Media: Christina Mann is managing communication and analytics for Skatium website and social media posts. Analytics are up, web traffic positive direction.

Front windows, waiting for weather change to warmer temperatures for application. Rink signage will be applied over the summer. Township approved street sign designs. Painted mural for figure skating club will begin over summer. Fords will be on opposite wall.

Recommendation for a mailbox or Google submission form be created for clubs to upload artwork with instructions for advertng. Designations for artwork will be necessary to keep proper direction. Example: Website -, Digital Board-, Facebook-.

Second floor meeting rooms cleaning questioned, Rick noted Hav-A-Burger is responsible for cleaning. New flooring options discussed. Drew Simcox recommended industrial carpet squares, easy installation and replacement if damaged. Floor foundation is concrete. Rick Turnbull will price around for flooring.

Kate Stickel requested Finland exchange banner be installed outside building. Banner can only be displayed for 30 days.

Hockeytown pro-shop will continue skate rental sharpening. A cart of skates is done every 30 days.

Jeremy Beha adjourned the meeting at 8:50 p.m.

The next Meeting is scheduled for: March 15, 2022 @ 7:30 p.m. in person at the Skatium.

Respectfully Submitted
Stacie Pugliese