

Skatium Ice Rink Advisory Board Minutes – January 19, 2016

The next Meeting is scheduled for: February 16, 2016 at the Skatium @ 7:30 p.m.

Attendees: Joe Noone, Barbara Latsios, Drew Simcox, Karen Samulenas, Adam Terranova, Peter Dugery, Rich Caesar and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio, Larry Yates and Charles McGarvey.

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

1. The November 17, 2015 minutes were approved. There was no meeting in December 2015.
2. Public comments: There were no public comments.
3. Joe introduced the two new members of the Advisory Board: Rich Caesar, 4th Ward and Peter Dugery, 5th Ward. Both Rich and Peter have skated and enjoy the Skatium and have done so for a number of years. They are encouraged by the many positive changes they have seen and they are looking forward to volunteering their time on the Ice Rink Advisory Board. The members welcome Peter and Rich and look forward to working with them.
4. Joe went over the Skatium Mission statement and the roles and responsibilities of the Ice Rink Advisory Board. He asked for volunteers to fill the following positions: Chairman/President; Vice Chairman/Vice President; and Secretary. Joe agreed to stay on as President; Drew Simcox volunteered as Vice President. There were no volunteers to take over the Secretarial position. Barbara reluctantly agreed to continue although Peter agreed to rotate it with her. The duties will be split between both members.
5. Joe also mentioned that Commissioner Chris Connell is the President of the Commissioners and Steve D’Emilio will be overseeing the Ice Rink Advisory Board, replacing Chris. The Board thanks Commissioner Connell for his dedication to the Skatium and looks forward to welcoming Commissioner D’Emilio to the Ice Rink Advisory Board.
6. Rick reviewed the Skatium numbers to date. The numbers continue to look strong although the warm fall and early winter season did negatively affect attendance. Winterfest was well attended and they have had an increase in private schools/groups using the rink. These include: Baldwin; Haverford High Physical Ed; Upper Darby Recreational Department; Chatham Park; Pink the Rink, Broom Ball, etc. Morning and afternoon ice continue to be strong and group lessons and Hockey clinics are sold out for the winter season. Additional games are being solicited for available ice which is very limited from the Haverford High; Haverford Middle; Marple Middle; etc. The Skatium held a “Township Employee Day” which was lightly attended. Skatium management is looking at ways to increase attendance/interest in this event.

Drew added that the Haverford Township schools have a requirement for students to participate in “community services.” They are looking at several charity events for St. Christopher’s; the Special Olympics, etc.

The party lights were a big hit and Joe observed a lot of texting and excitement from the kids regarding the rink. He suggested that the DJ nights continue on a regular basis as the kids will plan on attending if they have a regular event and not just a spur of the moment event. Rick stated that the next DJ night is scheduled for 1/23 (Saturday) from 7:00 – 8:30 p.m. Everyone agreed for the target audience tweens/teens that Friday nights should be the DJ night vs. Saturday nights.

Joe added that a “Frozen” afternoon/evening skate be added for the younger children and that the other Board suggested theme nights be considered.

7. Adam asked if Joe ever received a written response regarding the meeting and follow-up letter that several members had with Larry Gentile and staff. Joe has not received a response but will ask that one be provided to the written letter that was given to the Township in August 2015. I have attached a copy of the letter to the minutes.
8. Barbara asked Rick about the cleaning schedule of the ladies locker room. She has received reports that the new mats have had mud on them and the floor has not be mopped. Since the “slop sink” is in the locker room the floor should be mopped daily since the females using the room have to put their feet on the floor when changing in and out of skates. Rick said he would get back to us.

New Business

- 1 Drew donated a spotlight to the Skatium to be used at special events, i.e., the Holly Berry, Theme nights, skating shows or special events.
- 2 Drew asked if Skatium management will be raising the advertising banners around the rink. These banners get damaged from the hockey pucks hitting the boards. Rick said that they will be raising them and has already put two up at the higher level.
- 3 Adam asked why all the metal guards were not installed on the light fixtures over the rink. He asked that they be installed ASAP because it is a safety concern should a puck hit the light.
- 4 Adam mentioned the recent article on skating rinks in Philadelphia magazine and the omission of the Skatium. “What kind of experience does the Skatium want to be known for?” He suggested that Skatium management think about that question and contact the magazine so it can be included next year.
- 5 Adam suggested that in addition to the theme nights and other suggestions that the Board made that the café install a “grotto” outside, have a gas heater or fire going with seating, build a pergola or something similar with lighting to add interest for people. Skatium management should be looking to see what other rinks are doing and aim for some new and innovative ideas to keep people interested and coming back.
- 6 The meeting adjourned at 9:00 p.m.

- 7 The next Meeting is scheduled for: Tuesday, February 16, 2016 @ 7:30 p.m. at the Skatium.**

Ice Rink Advisory Board

C/o Skatium

1002 Darby Rd

Havertown, PA 19083

[date]

Commissioners of the Township of Haverford

2325 Darby Road

Havertown, PA 19083

RE: The Ice Rink Advisory Board Report 2015, Goals & Recommendations for 2016

Dear Commissioners D'Emilio, Oliva, Hall, Siegel, Heilmann, Holmes, McGarrity, Connell & Wechsler:

During the past year, the Ice Rink Advisory Board (IRAB) has had a quorum every month for all regularly scheduled meetings. In this time, we have formed several sub-committees that held separate meetings to have focused, in-depth discussions in order to make certain recommendations to the whole IRAB.

A quick overview of the Skatium's Accomplishments in 2014-2015 include:

- Profitability in 2014 was in excess of \$200,000. Forecast for 2015 appears to be on track for a similar outcome.
- Recent construction of an upgraded front entry is complete, new employee office space was created, and a new point of sale system was installed and will be operational by the beginning of the school year 2015/2016. Payment options have expanded and credit card sales will now be accepted.
- Sound system was improved and the speakers were repaired this year.
- Boilers were reinforced.
- New edger was purchased to create a smoother puck playing and skating surface.
- Tenant occupancy (the snack bar, under new management, and pro shop) is at 100%.
- Various community events held, i.e., Winterfest, Spring Fling & Haverford Township Day.

It is the opinion of the IRAB that the 2016 Skatium singular goal and objective be to increase the amount of revenue generated by the Skatium toward the contribution and the financial benefit of the taxpayers of Haverford Township while at the same time, to uphold the positive values of the mission statement in the following Appendix "A," that is, to be a positive influence on the community while at the same time be a financially self-supporting facility.

The IRAB envisions the following two areas as areas of revenue growth and recommends the following actions:

Public Use of the Skatium (Public Skating Sessions and Group Lessons):

This is the area where the IRAB envisions the largest revenue potential for 2016.

Marketing Calendar:

Our Events subcommittee developed a year-long plan of possible weekend theme day & evening public sessions. The focus of the resulting marketing calendar, loosely adopted by the IRAB, is to attract the following customers: Families, students, people new to ice skating activities, and regular attendees of Haverford Township and surrounding communities.

Advertising:

The IRAB recommends raising the advertising budget for 2016 in order to achieve a significant increase in public skating awareness and consequent revenue.

1. Development of a Facebook page.
2. Advertisement & promotion of selected Facebook posts for businesses within a certain radius of the rink for wider local exposure of the Skatium.
3. Development of an Instagram account.
4. Create a hashtag to use across all social media platforms.
5. Negotiate for an annual deal with an "At Home Advertising" option such (but not limited to) Daily Times, Valpak, Clipper, Money Mailer. Offers should be sufficiently aggressive to motivate people to use the facility (i.e. "free admission" with coupon or "Buy 1 get 1 admission & free skate rental").

Inter County Scholastic Hockey League (ICSHL):

We believe that there is limited potential increase in revenue from simply adding games; there is not much ice availability to do so. The IRAB recommends focusing on an increase in the quality of games. As a board, we suggest priority and possible other benefits be given to those "qualified" teams that declare the Skatium as their home rink. We believe the residents and taxpayers of Haverford Township would be better served to have more quality games played here, and we believe that the fan base would better support the teams, the gate, the tenants and vending machine sales, because many of the games are currently held in places such as West Chester and Aston.

2016 Action Items:

1. Have a Skatium representative at every ICSHL meeting. This person would promote the rink's interest in the ICSHL.
2. Ask the local teams to write a letter asking the league to have local rivalries played at the Skatium.
 - This would include Thanksgiving Eve & playoff games.
3. Have a pro-Skatium person seek appointment on the board of directors of the ICSHL to advocate the interests of the Skatium.

Develop Strategic Partnerships (e.g., Hockey Programs):

In one scenario, an elementary, middle school or club team participant of an approved program, wearing a jersey or jacket of his or her team, would get a special reduced group admission rate to a particular public session. The participants would enjoy the discount, show off their skating skills, and their presence would bring about greater

visibility of those elementary, middle school or club hockey programs to every attendee at the rink.

The IRAB believes that such a scenario would be a win/win for the Skatium & hockey programs associated with the rink, and this concept would not necessarily be limited to hockey teams (could include other teams that compete on ice).

The IRAB would like to make the following recommendations to improve reporting functions. In order to better evaluate the finances and pinpoint where the areas of growth opportunity are, we recommend the following consolidations to income for calendar year 2016:

Public Skating Income - This would include: Public session admissions, skate rental fees, space rental fees, passbooks, lessons, and miscellaneous sales (skate helpers).

Hockey Income - This would include: Winter hockey programs, summer hockey programs, open hockey, tournament income and any hockey related private rental (with a coach for an extra practice).

Figure Skating Income -This would include: Freestyle, any private rentals for figure skating (same as hockey).

The following incomes to remain the same:

- ICSHL Gate & Ice
- Game Room Commission
- Vending Machine Sales
- Advertising (dasher boards)
- Private Ice Rental

Moving into 2017, the IRAB would like for the Skatium Director to consider the pros & cons of moving from a cash accounting system (when the check is received) to an accrual accounting system (when the

ice is rented). In the current accounting system, one knows how much cash there is, while in an accrual accounting system one will know what the profitability is.

Future Skatium Improvements Suggested:

- Party lights for ambience, for public skating sessions and ice shows.
- Improvements and/or addition to girls' locker room to approximate or meet existing standards (i.e. boys' locker rooms).
- Vapor barrier for the ceiling.
- New water tank replacement.
- Painting.

The IRAB would like to thank the Commissioners for their time, attention and consideration of this report.

Sincerely yours,

The Members of the Ice Rink Advisory Board

Adam Terranova

Barbara Latsios

Charles McGarvey

Drew Simcox

Joe Noone (President)

Karen Samulenas

Rick Turnbull

Tamara Nedjar

Skatium Ice Rink Advisory Board Minutes – February 16, 2016

The next Meeting is scheduled for: March 15, 2016 at the Skatium @ 7:30 p.m.

Attendees: Commissioner Chris Connell, Joe Noone, Barbara Latsios, Drew Simcox, Adam Terranova, Charles McGarvey, Rich Caesar, Larry Yates and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio, Karen Samulenas, and Peter Dugery

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

1. The January 19, 2016 were approved.
2. Public comments: There were no public comments.
3. Rick Turnbull went over the budget details with the Board. The Skatium continues to operate in the black and with this being the start of the skating season and all categories showing an increase from last year, skating management is expecting a good year.
4. Larry mentioned that the new “Point of Entry” is working well as is the acceptance of credit cards. The credit card purchases far exceeded cash revenues for each session. Adam asked if there was any thought given to a “rewards program” to encourage frequent visits. Since there hasn’t been any thought given to it Adam suggested a ten visit card that is either stamped or punched with the eleventh visit being a non-paid visit. Larry and Rick will look into implementing a frequent visit program.
5. Larry mentioned that this Friday, February 19, 2016 there is a DJ scheduled at the Skatium. In the near future there is a Flyer’s Cup game scheduled (3 games) Haverford Skatium Club and other hockey club games, etc.
6. Charles mentioned that the Finland Exchange begins with the arrival of the Finns on March 19, 2016 through March 28, 2016. There will be 21 games played from March 24, 2016 to March 26, 2016. They anticipate good attendance. There are all sorts of special events planned for the visit including guest Philadelphia Flyer hockey players; Haverford Township Commissioners; a Delaware County Skating Club Exhibition; and an Opening Ceremony program.
7. In April 2016 there is also a Haverford Hawk Evaluation scheduled. Also in the planning stages are the Spring Adult League; Men’s League and spring and summer hockey clinics.
8. Barbara asked Larry on the status of the ladies locker room and the cleaning schedule. Larry informed the Board members that the Ladies Locker room should be completed this week. He had to order additional curtains, etc. to block the area behind the doors. He also said that each employee checks and cleans the locker room each day to replenish sundries and mopping the floors.
9. Charles brought up the long term goal of building a Ladies Locker room near the other locker rooms in the rear of the building. Commissioner Connell suggested that the Board come up with a plan so that it can be considered. He agreed that with the influx of female hockey players the time has come to put one in place. Considerable conversation took

place and Rich and Charles offered to do a preliminary plan for consideration. They will have something to show the Board.

New Business

- 1** Adam has noticed that there has been an increase in interest in the Facebook; Twitter and Instagram accounts. He suggested that Skatium management use the information from Facebook to gather demographic information on the users. He demonstrated how the administrator's Adam and Drew can go into the account and see who has actually requested the information, i.e., male/female; ages; where they live; etc. He showed how this information can be used to report to the Commissioner's and/or Larry Gentile on the value of the facility and the number of people coming.
- 2** Adam also mentioned how TV personalities including Jennipher Frederick (FOX 29) was at the Skatium skating with her family and she posted it on her site. The post was shared among others and many people saw it. He showed how influential posts like this can be for getting the word out since these personalities have a large following.
- 3** Adam also suggested looking into the possibility of a Mascot Skate Event at the Skatium, i.e., SWOOP, Philly Phantic, etc.
- 4** Drew and Adam mentioned that the Haverford Township website needs to be updated since it has out dated information and does not have a direct link to the Facebook page which has the current and updated information. Larry stated that the Township was hiring another IT person who will be tasked with working on improving the site. Rick mentioned that he will bring up the suggestion with the hope that this will be improved. The new employee is scheduled to start in a couple of weeks.
- 5** Rich brought up the idea of serving alcohol in the Skatium either as part of a bar/restaurant or for special events. He discussed how other groups donate alcohol and then serve it for a charge. People drinking assume liability, not the establishment. Chris mentioned that the Recreation Department frequently holds events where alcohol is served and needs to find out how this can be done. Barbara mentioned it would be nice to partner with a business who could assume liability and serve beer/wine with food. Joe and all Board members are in favor of looking into this suggestion as they feel it will have a positive effect on the financial growth of the Skatium.
- 6** Larry mentioned that bids went out for a new holding tank for the Skatium and the reflective ceiling which is estimated to cost between \$55,000 - \$76,000. Both items have been submitted to capital improvements but cannot proceed until the bids come in.
- 7** The meeting adjourned at 9:00 p.m.

- 8 Charles McGarvey has a new email address: hawksvp@gmail.com Please make necessary changes.
- 9 **The next Meeting is scheduled for: Tuesday, March 15, 2016 @ 7:30 p.m. at the Skatium.**

Skatium Ice Rink Advisory Board Minutes – March 16, 2016

The next Meeting is scheduled for: April 19, 2016 at the Skatium @ 7:30 p.m.

Attendees: Drew Simcox, Barbara Latsios, Adam Terranova, Charles McGarvey, Karen Samulenas; Bob Adams and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio, Joe Noone, Rich Caesar, Peter Dugery; and Larry Yates.

Drew Simcox started the meeting at 7:30 p.m.

1. The February 16, 2016 minutes were approved.
2. Public comments: There were no public comments.
3. Rick Turnbull went over the budget details with the Board. The Skatium continues to operate in the black. Adam entered the numbers into an excel spreadsheet calculating the financial pacing and upon further analysis there are some line items show a decline compared to last year despite overall YTD profit. Attached is the analysis. Skating management continues to expect that the numbers will continue to improve and they are expecting a good year.
4. Rick mentioned that the Summer Hockey programs will begin in June and they are expecting good participation.
5. Bob mentioned that this weekend they are having a “Wear your Green” public skate at 1:45 – 3:15 p.m. A discounted price for everyone coming in dressed I green. There will also be a DJ on Friday, March 18, 2016. That will be the last one scheduled until next fall. Bob said that they get increased revenue when there is a DJ. Rick would like to have someone volunteer DJ services and has contacted several people but he hasn’t been able to find any one yet. If anyone has any contacts, please let Rick know.
6. Charles mentioned that the Finland Exchange begins this week and he expects the Finns to arrive on Saturday. There are lots of activities planned. On Sunday at 9:00 a.m. there will be a practice at the Skatium. On Monday they will be going to NYC for a sightseeing trip and to Philadelphia on Wednesday. They will be practicing in the evenings. The tournament ceremony begins on Thursday, March 24 and the games will be played through Saturday. The Skatium has hung the American, Canadian and Finnish flags. The DCSC will be doing an exhibition skate for the team. It will be an exciting week for the Skatium and Community at large. Charles asked Bob and Rick to please have 5-6 long tables available for the vendors that are expected.
7. Rick mentioned that the women’s locker room is complete and is cleaned on a regular basis. New paint and curtains have been added to improve the appearance inside. Overall the room looks much better and is much improved from what it was. Thank you to the Skatium staff for making the much needed improvements.
8. Rick and Bob mentioned that repairs were needed in the men’s locker rooms. The bathroom tiles are in disrepair and they were looking at some vinyl products for the walls instead of tile. Barbara mentioned that there are many products available for that application and suggested that it be researched for cost. He also mentioned that they received bids for the replacement

tanks from Elliott Lewis. They have also contacted other vendors but have not gotten a reply as of yet.

9. Bob also mentioned that the Skatium staff will be submitting information on spring and summer programs at the Skatium in time for the Commissioner's quarterly publication. They will have the information turned in before the April 2016 deadline.
10. Drew asked on whether or not the Skatium has mounted the donated spotlight yet. They have not. Drew suggested that this be done so that the light can be utilized. The Skatium will need a mount; stand and cord.

New Business

- 1 Adam discussed the proposed plans that Rich Caesar forwarded to the Board. Barbara suggested we prioritize the improvements and forward to Skatium management. Skatium management should then propose these 3-5 goals to the Commissioners as stated by Chris Connell at the last meeting. Barbara also suggested that Skatium management get pricing information and permission to use the ballfield from November through March 1 to set-up an outdoor rink for public skating. This would add additional income during prime skating season and enable this land to be utilized during the off-season of sporting events. Drew suggested that sponsorship of the outdoor rink be investigated as well to subsidize the cost.
- 2 Adam suggested that Skatium Management look into the possibility of using a percentage of earned profit for up-keep and improvements to the rink to lessen the burden on taxpayers. Currently all earned income goes into the Township General Fund.
- 3 Adam also suggest that the Skatium create a 4 year strategic plan of utilizing Rich's plan, going green, increasing the experience of users to the ice rink in our community and submitting the Skatium & Haverford Township for the award of "Hockey Town USA" as picked NHL & USA Hockey (winter classic & stadium series) location and talk about the history; success of this recreational facility; asset to the community, etc.
- 4 Drew adjourned the meeting at 8:40 p.m.

The next Meeting is scheduled for: Tuesday, April 19, 2016 @ 7:30 p.m. at the Skatium.

Haverford Skatium

February 2016 Pacing Report

	February 2015 Actual	February 2015 YTD	February 2016 Actual	February 2016 YTD	Month \$ Difference	YTD \$ Difference	Month Pacing	YTD Pacing
Public Session Income								
Public Skating Income	\$16,100.00	\$41,750.00	\$19,002.00	\$42,396.00	\$2,902.00	\$646.00	18.02%	1.55%
Skate Rental Fees	\$3,272.00	\$8,040.00	\$3,503.00	\$7,433.00	\$231.00	-\$607.00	7.06%	-7.55%
Passbooks	\$1,160.00	\$2,056.00	\$1,095.00	\$4,400.00	-\$65.00	\$2,344.00	-5.60%	114.01%
Mtgs Sales	\$1,453.00	\$2,761.59	\$1,578.00	\$2,800.21	\$125.00	\$38.62	8.60%	1.40%
Group Rentals	\$1,183.00	\$3,086.00	\$2,153.00	\$2,966.00	\$980.00	-\$120.00	82.84%	-3.89%
Space Rental	\$1,518.00	\$3,096.00	\$1,625.00	\$3,250.00	\$77.00	\$151.00	1.97%	4.97%
Lessons	\$18,066.00	\$31,759.00	\$17,286.00	\$24,409.00	-\$780.00	-\$7,350.00	-4.32%	-23.14%
Hockey Income								
Winter Hockey Programs	\$49,535.00	\$124,016.00	\$40,020.00	\$107,680.00	-\$9,515.00	-\$16,336.00	-19.21%	-13.17%
Summer Hockey Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%
ICSHL Gate & Ice	\$13,529.00	\$30,032.00	\$10,880.00	\$23,235.00	-\$2,649.00	-\$6,797.00	-19.58%	-22.63%
Open Hockey	\$135.00	\$735.00	\$915.00	\$2,052.00	\$780.00	\$1,317.00	577.78%	179.18%
Figure Skating Income								
Free Style	\$1,440.00	\$2,056.00	\$1,540.00	\$2,596.00	\$100.00	\$540.00	7.57%	26.26%
General Income								
Game Room Commission:	\$509.00	\$1,402.00	\$1,458.00	\$2,248.00	\$949.00	\$846.00	186.44%	60.34%
Vending Machine Sales	\$867.09	\$1,898.09	\$628.00	\$1,054.63	-\$239.09	-\$843.46	-27.57%	-44.44%
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%
Private Ice Rentals	\$7,447.00	\$11,107.00	\$4,590.00	\$7,470.00	-\$2,857.00	-\$3,637.00	-38.36%	-32.75%
Total:	\$116,244.09	\$263,794.68	\$106,292.00	\$233,989.84	-\$9,952.09	-\$29,804.84	-8.56%	-11.30%

Skatium Ice Rink Advisory Board Minutes – April 19, 2016

The next Meeting is scheduled for: May 17, 2016 at the Township Building @ 7:30 p.m.

Attendees: Joe Noone; Drew Simcox, Barbara Latsios, Adam Terranova, Karen Samulenas; Rich Caesar; Peter Dugery; Charles McGarvey; Larry Yates; Bob Adams and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio.

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

1. The March 15, 2016 minutes were approved.
2. Public comments: There were no public comments.
3. Larry Yates informed the Board that Friday, April 29, 2016 will be his last day at the Skatium. He has been there for over twenty years and will always love the rink. He is grateful for the many accomplishments he has had including the new ice surface and Lighting. He regrets that the new ceiling has not been accomplished yet but hopes that will be accomplished soon.
4. Larry introduced Rick Turnbull as the new Operations Manager and Bob Adams as the new Assistant Operations Manager. There were over nineteen candidates and Larry feels that both Rich and Bob will do a great job. Congratulations and much success to both!
5. Rick Turnbull went over the budget details with the Board. The Skatium continues to operate in the black. All categories are doing well, especially group lessons, winter hockey and Freestyle. In addition, private ice rentals are up from last year. Rick mentioned that the Summer Hockey programs will begin in June and they are expecting good participation.

Adam entered the numbers into an excel spreadsheet calculating the financial pacing and upon further analysis there are some line items show a decline compared to last year despite overall YTD profit. Attached is the analysis. Skating management continues to expect that the numbers will continue to improve and they are expecting a good year.

6. Larry mentioned that he was informed by the Township (Gloria) that all Ice Rink Advisory Board minutes will be posted on the Haverford Township website for public viewing.
7. Larry also mentioned that the parking lot construction is due to begin in June/July. Larry wants Rich and Bob to be pro-active in getting information regarding changes to the parking lot and any other information that will have a direct impact on Skatium customers. Larry has suggested that the front of the lot be used as a drop-off point so then parents can park their cars on the street since there will be very limited available parking in the lot. Larry was informed that the police gas tanks will be removed in May. The Skatium uses these tanks to re-fill the Zamboni. The Skatium must make a contingency plan to attain fuel in a safe manner.
8. The Board asked how the Skatium was managing its social media announcements of activities and ice availability. The Board was informed that social media will be taken over

by a new part-time township employee. The Board feels that this is a bad decision as the Board worked hard this year to successfully convince the Township Manager that the Skatium employees should handle its own social media controls since the schedule and all other activities are so fluid each day and week. The Skatium has minimal administrators and feels confident with their control.

9. The Board was informed of two major repairs that are needed one of which needs immediate attention. The cooling tower needs to be sealed as soon as possible. We are told bids are coming in as we speak. The other project is important but doesn't have to be done immediately. This project is a replacement of the steel water tank that holds cooling tower water. We as the Board strongly suggest that the Township approve these projects as they will have a major negative impact on the operation of the rink if they are ignored. The Board would like to keep the new ceiling, new sign and an engineer evaluation of the whole electrical system in the future capital improvement program.
10. Rich and Chas presented their design for a major capital improvement to the west side of the Skatium. This would involve an addition that could house new locker rooms and storage. The Board strongly recommends this addition as it would greatly enhance the Skatium and make additional room. In addition the main entrance would be used to relocate the Skatium management offices to a more patron friendly location. The Board recommends that these recommendations be made to the 2017-2018 capital improvement plan.
11. Barbara suggested that the next Ice Rink Advisory Board meeting on May 17 and those thereafter, be moved to the Township building. Joe needs to check on availability of the building.
12. Joe adjourned the meeting at 9:00 p.m.

**The next Meeting is scheduled for: Tuesday, May 17, 2016 @ 7:30 p.m. at the Township Building.
(Confirm)**

Haverford Skatium

February 2016 Pacing Report

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Free Style	\$1,440.00	\$2,056.00	\$1,540.00	\$2,506.00	\$100.00	\$540.00	7.57%	26.26%
General Income								
Game Room Commission:	\$509.00	\$1,402.00	\$1,458.00	\$2,248.00	\$949.00	\$846.00	186.44%	60.34%
Vending Machine Sales	\$867.09	\$1,898.09	\$628.00	\$1,054.63	-\$239.09	-\$843.46	-27.57%	-44.44%
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%
Private Ice Rentals	\$7,447.00	\$11,107.00	\$4,590.00	\$7,470.00	-\$2,857.00	-\$3,637.00	-38.36%	-32.75%
Total:	\$116,244.09	\$263,794.68	\$106,292.00	\$233,989.84	-\$9,952.09	-\$29,804.84	-8.56%	-11.30%

Skatium Ice Rink Advisory Board Minutes – May 17, 2016

The next Meeting is scheduled for: June 17, 2016 at the Township Library@ 7:30 p.m. (Confirmed on 5/19/16.)

Attendees: Commissioner Steve D'Emilio, Drew Simcox, Barbara Latsios, Adam Terranova, Rich Caesar; Charles McGarvey; Bob Adams and Rick Turnbull.

Absence Excused: Joe Noone; Karen Samulenas; and Peter Dugery.

Drew Simcox started the meeting at 7:30 p.m. Drew introduced Commissioner D'Emilio to the Board and welcomed him to the meeting.

- 1 The April 19, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 Rick Turnbull went over the budget details with the Board. The Skatium finances are status quo and even though they are operating in the black it is expected that things will remain level until the summer when the basic skills and hockey camps resume. Adam entered the numbers and confirmed that the numbers were fairly level with last years with several exceptions.

Attached is the analysis. Skating management continues to expect that the numbers will continue to improve when the summer programs begin in June.

- 4 Rick reported that the he has received bids for the repair of the chiller. Rich Caesar had given Skatium management a contact at Johnson Controls. Their price came in lower than the current contractor, Elliott Lewis. Rick mentioned that they would like to maintain the same level of service that they receive from Elliott Lewis which is availability on evenings and weekends when it is common for problems to occur. Final negotiations should conclude and a decision should be made shortly. It was also noted that the second tank was leaking also. It was suggested by Rich that a longer life sealant be requested to the vendor receiving the award.
- 5 Rick mentioned that on Wednesday, May 18, 2016 Skatium management was meeting with Lori Whiddop and Township representatives regarding Skatium parking access during the construction project scheduled to begin on or around June 1. The Board recommended that they ask for some additional parking spaces to enable parents to drop off and pick-up kids. They will then have to find street parking in the area. It will be a hardship while the construction takes place.

Barbara brought up relocating the Ice Rink Advisory Board meeting beginning with the next meeting. Rich Caesar is checking with the Library to see if they will have their meeting room available for the monthly meetings. He will get back to Barbara ASAP so that a notice can be put into the minutes.

6. Commissioner D'Emilio stated that Bob Adams, Adam Terranova, and Drew Simcox will stay on as the administrators for the Skatium Face Book page. Both Steve and Commissioner Connell consulted on the

suggestion that the duties be transferred to the new part-time township employee. They both agreed that was not a good idea since the scheduling and all modifications to the schedule come from Skatium

Management. The Board appreciates the consideration of the Commissioners by keeping the contact within the Skatium.

7. Adam asked Rick if he had written down his goals for the next three to five years for Capital improvements to the Skatium. Rick did not. Adam went through some of the areas that should be budgeted for. The list is as follows.

2016	
	Tank
	Tower
	Ceiling
	Rubber Flooring
2017	
	Electrical Panel Move/Replace
	Electrical Wiring
	Transformer / Supplemental
	Showers / Sinks
2018	
	Space Study
	Upgrades / Additions (Rich and Chas recommendations.)

Rick and Bob need to go through the list and present the long and short term goals to the Board and ensure that the budget adequately reflects the improvements.

7. Rich Caesar passed around some manufacturer spec sheets for new shower heads. Skatium management can use these to do a comparison for flow rates, etc. Rich will also look into some possible grant money that may be available to make the upgrades.

8. Barbara discussed the DCSC competition to be held on Saturday, May 21, 2016 beginning at 7:00 a.m. through around 1:00 p.m. It is a sanctioned United States Figure

Skating (USFS) event and was open to all figure skaters. It is the first time in many years that an event of this level will be held at the Skatium and it is hoped that there will be future events like this. They always prove to be a success for the facility (Skatium) and the figure skating Club.

Drew suggested that we post some photos of the event to be added to the Skatium website to show the various events that occur at the Skatium. The organization (DCSC) will forward to Drew for posting. He suggested that each organization using the facility assumes the responsibility of the contents of their event.

9. Drew adjourned the meeting at 8:35 p.m.

The next Meeting is scheduled for: Tuesday, June 21, 2016 @ 7:30 p.m. at the Township Library. The Library has been confirmed by Rich Caesar on May 19, 2016.

Skatium Ice Rink Advisory Board Minutes – July 19, 2016

The next Meeting is scheduled for: August 16, 2016 @ 7:30 p.m. at the Library, 2nd Floor

Attendees: Joe Noone, Drew Simcox, Barbara Latsios, Adam Terranova, Rich Caesar; Karen Samulenas; Charles McGarvey; and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio and Peter Dugery.

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

- 1 The May 17, 2016 minutes were approved. The June 17, 2016 meeting was cancelled due to the lack of a quorum and therefore there were no notes.
- 2 Public comments: There were no public comments.
- 3 Adam Terranova did an analysis of the June numbers which is included at the end of the minutes. He did offer the following analysis of the numbers which is as follows:
Overall, a good standing. Winter hockey (the loss of ICSHL games last season) and private ice rental are the two revenue categories that are down from previous years and should be the focus of the 2016/2017 fall skating season.
Currently we are at day 151x 24hours per day = 3,624 hours the rink could be rented by dividing the revenue (YTD) \$387,074 of hours and Yield is \$106.80 per hour.
- 4 Rick Turnbull went over the budget details with the Board. The Skatium finances are status quo and have dropped off slightly because Shiney Hockey has been cancelled through July and August. Figure skating continues but starts at 7:00 a.m. rather than 6:00 a.m. through the summer. They have also picked up some available ice time on Sunday’s. Rick has adjusted personnel and Skatium hours due to the lack of skaters during the summer months. He did mention that he expects this to be short lived since skaters from Ardmore are due to skate here once the Ardmore rink closes for the summer. The Skatium is still operating in the black and he has signed several contracts for the new skating season.
- 5 Adam suggested that he look at ways to increase public skating during the summer and suggested a “Pokémon” visit. Adam educated the Board on how this works and we encouraged Rick to pursue this. This activity will bring people into the building, skate and increase revenue. He will have Bob Adams look into this for a future public skate.
- 6 Drew discussed the new coaches that have been added to the Haverford Ice Hockey team and mentioned that he added all Haverford Ice Hockey dates and meetings to the Skatium management calendars. He encouraged Rick and his team to become as active as possible so that the Skatium has representation. Drew also mentioned since he has been on the Haverford Ice Hockey committee he has encouraged key games to be played here rather than at other rinks and looks to Rick to help him obtain critical spots for the games.
- 7 Rick mentioned that he has been approached by the “Old Man Hockey” team because they are looking to get an earlier ice time than 10:35 p.m.
- 8 Chas mentioned to Rick that it is important for Skatium staff to keep the lines of communication open to all organizations. He was referring to a phone call from Rick regarding

moving the trophy case. Although not opposed it is not easy to get people together at the last minute to get something done. Rick wanted someone to remove the trophies so that the case could be moved. Apparently Larry Yates had promised the HockeyTown manager that this would be done and Rick was approached. He wanted the case moved in order to give the store a wall to announce sales, etc. It was moved down around seven or eight feet from where it was. The Board agreed and feels that communication has to be a high priority when dealing with other organizations.

- 9 Rich asked the Board where we should go from here regarding the design for future enhancements to the Skatium. Barbara suggested that we should finalize the layout before a ball park figure can be obtained. Board members should bring their ideas to the next Advisory Board meeting so that this can be done. Rich suggested that the design should be “fluid” not random when thinking this out.
- 10 The Board asked for an update on the progress of the parking lot. Rick said the closure started on July 1 but the demolition started on July 19. The Board asked what the delay was, he was informed it was a permitting issue. We asked how this will impact the final date and schedule and Rick wasn’t quite sure. As we know now the lot closure is an inconvenience but not too much of a concern since this is the down season. However we hope this delay won’t negatively impact the coming “in season time.” The Board suggested Rick attend the weekly construction job meetings to obtain progress updates that he can share with the Board.
- 11 Based on Adams inquiry at the May 2016 and the Boards approval regarding goals for the next 3-5 years Rick has provided some pricing and status information on Skatium improvements. They are as shown:

2016					
	Water Tank		20000		
	Cooling Tower		6200		
	Vapor Barrier Ceiling		65000		Capital Budget
	Rubber Flooring in complex		100000		Capital Budget
2017					
	Electrical Panel Move/Replace		5000		
	Upgrade Electrical Wiring				
	Transformer / Supplemental power				
	Replace & update Showers / Sinks				

2018					
	Execute a Space Study program				

12. The Board has been informed of the watertank and cooling tower replacements for many months now. The Board is very concerned that if either of these fail during the season it could impact the Skatium economically. We feel these replacements should be completed as soon as possible as it is currently the “off season.”

Joe Noone adjourned the meeting at 9:00 p.m.

The next Meeting is scheduled for: Tuesday, August 16, 2016 @ 7:30 p.m. at the Township Library. The Library, 2nd Floor.

Skatium Ice Rink Advisory Board Minutes – August 16, 2016

The next Meeting is scheduled for: September 20, 2016 @ 7:30 p.m. at the Library, 2nd Floor

Attendees: Commissioner Steve D’Emilio, Joe Noone, Drew Simcox, Adam Terranova, Rich Caesar, Peter Dugery and Rick Turnbull.

Absence Excused: Charles McGarvey, Karen Samulenas and Barbara Latsios.

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

- 1 The July 19, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 Rick Turnbull presented the numbers for the Board. The only anomaly is Summer Hockey Programs are way down compared to the budget numbers. Rick will look into this.
- 4 Rick would like to get skates for rental.
- 5 The Board discussed at length about utilities and trying to get them lower. Rick said the cooler tower price has come down and hopes to get it replaced in the fall. Rick said he is also looking into variable speed drives for equipment. Joe brought up having the light panel replaced so we can shut down the lights when they are not needed.
Rick said a hockey dad was going to give him a price and the contractor in the lot job would too. Joe suggested that Township electricians should do it! Commissioner D’Emilio agreed! Rick is actively working on next year’s budget numbers.
Does instructor expense include Kristin Caparra’s salary? Is she a Township employee? (YES she is.)
- 6 Adam brought up the “No Hit Line.” Rick was very against it. USA hockey has not implemented the rule yet. *The ice would be melted in order to paint the lines.
- 7 Rick addressed the concern that Adam and Chas had about the doors on the rink being defective. Rick will address this issue in the spring with Township employee help.
- 8 Cooling tower issue will be repaired this fall. Water tank replacement will take place in the spring. Floor will be melted and repainted at the same time.
- 9 Joe asked Rick to please let Bob Adams run the Theme Nights and DJ Band Nights!
- 10 Rich presented his drawings to the Board with estimated high and low cost figures. We commend his efforts. The Board would love to present this to the next Township working meeting.
- 11 Our issue is how do we convince the Township that this would be profitable and how do we raise money to do the capital improvements?
- 12 Adam asked about an Endowment Fund. Commissioner D’Emilio said the Township Solicitor would have to advise us how this is done.

Joe Noone adjourned the meeting at 9:00 p.m.

The next Meeting is scheduled for: Tuesday, September 20, 2016 @ 7:30 p.m. at the Township Library. The Library, 2nd Floor.

Skatium Ice Rink Advisory Board Minutes – September 20, 2016

The next Meeting is scheduled for: October 18, 2016 @ 7:30 p.m. at the Library, 2nd Floor

Attendees: Joe Noone, Barbara Latsios, Drew Simcox, Adam Terranova, Karen Samulenas and Rick Turnbull.

Absence Excused: Commissioner Steve D’Emilio; Charles McGarvey; Rich Caesar and Peter Dugery.

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

- 1 The August 16, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 Rick Turnbull presented the numbers for the Board. The numbers are stable and to date the Skatium is operating in the black. Rick has limited the part-time employees hours during the summer months when usage is down. He expects hockey to pick up. The figure skating has brought in additional income with the addition of the skaters from the Philadelphia Skating Club & Humane Society in Ardmore.
- 4 October 1, 2016 is Haverford Township Day. There will be Skating performances and Hockey Clinics. Public Skating will be free from 2:30 – 4:00 p.m. Rick is unsure as to where the parade will end since the parking lot is off limits due to construction. He has heard that they will be moving the gate back which will open up some additional parking. In about three more weeks the contractor expects to have some cement work done before the asphalt work can be done. He understands that the hold-up has been with the construction of the retention ponds that are required as part of the construction. They are used to limit water run-off during rainfall and getting the necessary paperwork has caused delays.
- 5 Joe Noone mentioned that there are three (3) Board members due for renewal. Adam and Drew are up for re-appointments.
- 6 Joe also asked about Hav-a-burger and the reason the restaurant has had inconsistent operating hours. Rick explained that the renovations took longer and cost more than they had anticipated. One partner has been away. They expect to have a grand re-opening soon and the date will be announced.
- 7 Rick mentioned that the cooling tower is will be replaced in the spring. They received a lower bid for a stainless steel tank. He is confident that they can get through the winter and expect that they will be shut down for four weeks at the end of April 2017 to do the work.
- 8 When the Skatium is closed for the cooling tower installation Rick asked the Board if they were interested in updating the Skatium logo. The Board members all agreed that it would be good to update it. Drew suggested that he would ask his students to do a design. The Board would then be able to vote on 5-10 designs. The public would then be asked to vote on one of them. Joe will discuss the process with Commissioners Chris Connell and Steve D’Emilio. He will also ask them if they had any specific colors in mind that they would like to the new logo painted. The Board members are not certain if the Township has any criteria for things like this.

- 9 Joe asked Rick about the “Theme Nights” and why the inaction on part of the Skatium staff. The Board has spent a lot of time offering low cost suggestions for promoting the Skatium, none of which have been acted on. The Board is frustrated with the “continue as always” attitude of the Skatium management. The Board discussed that with Halloween coming up Friday nights in October can become costume nights, etc. for the public. Rick once again said he would tell Bob Adams. Rick also stated that he would not be hiring a DJ due to a lack of funds which is frustrating because the Board has offered various suggestions for getting good music into the Skatium all of which were not considered.
- 10 Drew did a great job printing pictures of the areas of the Skatium that are in need of repairs and/or renovations. The Coaches Room and Showers are a priority. Rick states that renovations would begin once the funds are in the budget.
- 11 Rick mentioned that he estimated he would get between 18-20 new pairs of skates with the \$2500. He has received for their purchase.
- 12 Joe asked if Kristin Caparra and Karen Boornazian are Township employees. Rick stated that they are not but “Contractors” working for the Skatium. They do receive a salary for group lessons when they are given by them in the spring and fall.
- 13 Rick mentioned that he would like the Board to review the budget categories that are shown each month. They would like to reduce the number shown and feel that some can be combined. Adam said he would review then and get back to him with recommendations.

Joe Noone adjourned the meeting at 9:00 p.m.

The next Meeting is scheduled for: Tuesday, October 18, 2016 @ 7:30 p.m. at the Township Library. The Library, 2nd Floor.

Skatium Ice Rink Advisory Board Minutes – October 18, 2016

The next Meeting is scheduled for: November 15, 2016 @ 7:30 p.m. at the Library, 2nd Floor

Attendees: Joe Noone, Barbara Latsios, Drew Simcox, Adam Terranova, Karen Samulenas, Charles McGarvey Rich Caesar and Rick Turnbull.

Absence Excused: Commissioner Steve D'Emilio and Peter Dugery.

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

- 1 The September 20, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 Joe discussed the three available spots on the Board that will need to be filled. It was also mentioned that Peter Dugery has not been attending on a regular basis and the Board needs people that can participate.
- 4 Rick Turnbull presented the numbers to the Board. The numbers are stable and to date the Skatium is operating in the black. Chas questioned why all the hockey programs are lumped together. He recommended that summer and winter hockey be separated. Discussion on the categories started with Adam explaining that the Board thought it best to have the categories grouped for the record. He did recommend that Rick develop a spreadsheet which will define what was in each category. Chas also recommended that Rick talk to Joe Moran about hockey clinics. The Board recommended that Rick have all information posted and available by November 30, 2016 for the Spring/Summer clinic because people need to know what is available as they start to plan for summer activities for their children. Drew also suggested that Rick add the Hawks specific information to the budget report.
- 5 Rick also mentioned that Hav-a-burger is newly renovated. The owners added some new tables and signage. They are open for business and looking forward to the new season.
- 6 The Pro Shop has a new two year lease according to Larry Gentile. They have added some new merchandise to their stock including new jackets.
- 7 The contractor has put the stones down in the front drive and sidewalk as they prepare for concrete and asphalt to take place. The asphalt work is scheduled to be done by October 24.
- 8 Board members including Rich, Adam, Drew and Joe discussed some areas of concern at the Skatium. On Saturday morning when one of the Board members came into the Skatium he noted that the toilets in the men's rest room was dirty and the trash cans were filled. It was also noted that this should not be an issue when the building opens. The Board was told that trash cans are only emptied when the can is full so as not to waste trash bags. Board members do not agree with this.
- 9 Rich asked about the status of the work that is supposed to be done at the Skatium. It is important that this work is prioritized with the most critical work being done first to avoid any kind of mechanical breakdown. There were a series of associate things that would improve the public experience that need to be worked on. Toilet repairs, shower fixtures; lights. Critical issues include the cooling tower; electrical panel boards that can fail and the Zamboni door

repair. All of these things need to be prioritized and Skatium management needs to follow-up to ensure that work is completed in a timely manner. It was suggested that Rick refer to the "Pennoni Report" to see what recommendations were suggested and then begin to address them.

- 10 Adam also brought up the condition of the boards around the ice. He asked Rick why they look bad when so much money was spent replacing them. Rick told him that the one vendor that makes repairs was unable to get to the Skatium to do what he needs them to do to keep them in good condition. He said that him and John Lynch are going around and doing what they can. Since the meeting, Drew has sent Rick a few contacts of people to call who do this work. The Board highly recommends that the boards get professionally cleaned each year.
- 11 Several Board members including Chas, Adam and Drew asked why the ice at the Skatium has been lower than usual. They experience "wet" ice recently and rivets around the edge. Rick explained that it is the standard to have ice between 1 ¼ and 1 ½" as it is at the Wells Fargo. Drew commented that the depth and ice was described as "sticky ice" by skaters. Since the meeting the Board members confirmed that the ice is consistent in depth to that of the Wells Fargo Center but the Skatium is not caring for the ice in the same manner so it should be noted that Skatium management needs to re-look at what they are doing to ensure a good safe surface. The Board members have been pro-active in getting information out to those in charge and are frustrated with the lack of follow-up to these critical issues.
- 12 Chas also brought up the fact that maintenance on things like the nets should be done in the off season, not during the season when any kind of delay could jeopardize the contracts. He mentioned that the Zamboni door is now affecting the outcome of the games due to its misalignment pucks are now ricocheting off of the uneven surface.
- 13 Drew brought up the "logo" and what Skatium management intends to do. As he stated at the September meeting he would use this opportunity as an educational project for his students and would be a great benefit to the Skatium. Although everyone was eager for this occur Rick did not get back to the Board on the "color" issue. It was recommended that he ask the Commissioner's if there was any criteria as far as colors or any other restrictions before we begin. The Board expects an answer ASAP so that Drew can initiate the project. There were many issues and suggestions discussed and since the meeting there has been a steady email chain trying to get some resolution to some of these issues.
- 14 Joe Noone adjourned the meeting at 9:00 p.m.

The next Meeting is scheduled for: Tuesday, November 15, 2016 @ 7:30 p.m. at the Township Library. The Library, 2nd Floor.

Skatium Ice Rink Advisory Board Minutes – November 15, 2016

The next Meeting is scheduled for: December 20, 2016 @ 7:30 p.m. at the Skatium, 2nd Floor

Attendees: Commissioner Steve D’Emilio; Joe Noone, Barbara Latsios, Drew Simcox, Adam Terranova, Karen Samulenas, Charles McGarvey Rich Caesar, Kristin Caperra and Bob Adams.

Absence: Peter Dugery. Peter indicated in an email to the Ice Rink Advisory Board that he can no longer participate on the Board and will contact his Commissioner regarding his resignation.

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

- 1 The October 18, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 Bob Adams stated that he was substituting for Rick who was not feeling well. Bob also stated that he did not have any numbers to share with the Board at this time.
- 4 Bob mentioned that Rick has been working on trying to get some summer Hockey Clinics up and running. His initial deadline was for November, however, it is now looking more like December/January 2017. Several Board members recommended that instructors that are from the outside be considered and booked for the Clinics. Chas recommended that sometime should be spent on the new “Checking Policy.” In addition, Both Adam and Chas feel that installing a “no check line” is something that they foresee coming in ice hockey rules but do not know when it will become policy. This rule which will have a 3-foot zone near the boards to minimize head, neck & spinal injuries. Adam and Chas advised Bob to let Rick know that it may be a good time to consider it when the rink is down for maintenance in May 2017. Bob assured the Board that he would let Rick know and he feels that that would be the best time to make changes to the ice.
- 5 Bob told the Board that the Skatium will be closed from April 30 through May 30, 2017. The Skatium will re-open May 30, the Tuesday after Memorial Day. During the closure the tanks will be replaced. Skatium staff also intend to use the time to paint, add new logo’s, and do other maintenance throughout the building.
- 6 Chas and Rich questioned the purchase of stainless steel tanks due to their ability to rust. There are new tanks now consisting of fiberglass and other materials that might be better for this environment. Both Board members want Rick to make certain that they have a good product and one that will require less maintenance to avoid future expenses.
- 7 Board members also brought up the fact that we have been talking about many of these items for many months and do not see that things are happening as they should. Joe asked Bob what capital improvements were actually requested in the 2017 budget. He brought up the fact that the Main Distribution, the Motor Control Center and breaker boxes need immediate attention. The entire board indicated that this is a serious problem and could result in closure and lost revenue should they fail. Commissioner D’Emilio agreed and told Bob that this should be requested in addition to what is currently being asked of the Township. Commissioner D’Emilio gave Bob his email address and told Bob to have Rick contact him in the morning to go over the

budget details with him. The Commissioner recommended asking Larry G. for the additional funds estimated around \$50,000 and if it can't be added then something else would have to come off of the budget so that this pressing issue be resolved.

- 8 Adam brought up the cleaning of the boards and mentioned that although true we cannot wait for this one person to clean the boards. Rich had done a great job of researching additional companies that do this work. There are several options available and the Skatium needs to address this. The Township spent a lot of money replacing the boards and they need to be well maintained so that they can last. Here is the information that Rich provided to Rick Turnbull and Bob Adams with the Board's recommendation to contract the work out at this time.

Services

The company we used in the past (Arena Services LLC) no longer travels east of Pittsburgh. The owner of the company, as well as the equipment has some high mileage and now limits his service area.

I spoke to another company with a similar name (Arena Serv) that offers dasher board cleaning but will not be back in our area until April 2017. Ironically he mentioned they were in the area in August and he called the Skatium because they had a cancellation. Unfortunately, we did not get back to him so they left the area. They bring all of their own equipment and chemicals. The chemicals are an industrial citrus based de-greaser and a small amount of chlorine bleach. The fee for cleaning is approx. \$800.00 and takes about 2 hours to for the cleaning process. The equipment they use is diesel so we will need an additional hour or so for the fumes to dissipate and for the air quality to returns to a normal level. They are in our area 2 to 3 times a year.

**ArenaServ
5781 S Sheldon Rd
Canton, MI 48188
734-398-9898office
www.arenaserv.com
info@arenaserv.com
Brian Terney(spelling)
brian@arenaserv.com
734-985-8900 cell
\$800per cleaning
April/August**

I contacted several other companies but they will not service the east coast of USA. They are generally selective to Canada and the size of the gear and crossing the border with chemicals makes it too difficult for them to consider.

Equipment

I found a few companies that sell equipment for dasher board cleaning. I had to rule out the equipment that was hand held, appeared to be unsafe, would take entirely too long, or where an additional motorized vehicle was needed. (Bobcat, Kabota, etc.)

I was able to identify a company that produces equipment we can install on our Zamboni to clean the dasher boards ourselves. The product is called Dyna-Scrub and the distributor is JJE in Canada. I spoke to the rep for quite a while and he explained the system. The only chemical is a citrus based cleaner/de-greaser that can be used while the ice is in place or in the off season when the ice is melted. They suggest cleaning the boards in between each season (1 or 2 times a year). If the boards are bad, the first cleaning can take approximately 3 hours. If the boards are cleaned a few times a year it should take less than 2 hours. The equipment is available and can be installed by us or they can send a tech to install it for us. The approx. cost is \$2500.00 plus installation.

In the future we can consider purchasing the equipment but for now it would be easiest and best to contract it out.

Bob and Rick,

Please call Arena Serv and coordinate directly. Let me know if you would like for me to gather additional information. Thanks Rich

- 9 Barbara mentioned that an End-of-Year report needs to be written and presented to the Commissioners. Rich Caesar graciously volunteered to present it. The report should list 2016 Accomplishments and Areas that the Board recommends action on in 2017. All Board members should forward their thoughts to Joe Noone so that a discussion can take place at the December meeting.
- 10 Drew discussed the idea of modernization of the "Skatium Logo." Kristin was concerned that if a new logo was adopted that it would cause a costly domino effect with all the different uses for that logo. Drew explained that the intent was to add things in gradually and not replace the current logo but to add a new more modern design. He explained that his college students would present their ideas to the Board and any changes would have to be approved before anything was accepted. Kristin agreed that this would be something worthy to do. Drew will pursue working with his students.
- 11 Bob mentioned that due to scheduling conflicts Winterfest would be On Sunday, December 11, 2016 this year. He also mentioned that the Delaware County Skating Club (DCSC) will have the annual "Holly Berry Show" on Sunday, December 18 and then on Monday, December 19 "Pink the Rink" game between St. Joseph's Prep and O'Hara. Drew mentioned that the Haverford Alliance for Drug Alliance (HAFDA) will have a charity event in late February or early March 2017.
- 12 Joe Noone adjourned the meeting at 9:30 p.m.

The next Meeting is scheduled for: Tuesday, December 20, 2016 @ 7:30 p.m. at the Skatium.

Skatium Ice Rink Advisory Board Minutes – December 13, 2016

The next Meeting is scheduled for: January 17, 2017, 7:30 p.m. at the Skatium, 2nd Floor

Attendees: Barbara Latsios, Adam Terranova, Karen Samulenas, and Charles McGarvey.

Absence: Commissioner Steve D’Emilio; Joe Noone, Drew Simcox and Rich Caesar.

There was no representative from Skatium management and no messages indicating that they would not attend. There is also concern that this is the second month when no numbers were shared with the Board.

Barbara Latsios started the meeting at 7:30 p.m. The December meeting was moved up one week due to the pending Holidays and scheduling conflicts with members.

- 1 The November 15, 2016 minutes were approved.
- 2 Public comments: There were no public comments.
- 3 As stated above there was no representative from Skatium management present at the meeting. At the November 15th meeting Bob Adams stated that Rick Turnbull was not feeling well and Bob did not have any numbers to share with the Board. **This is the second meeting where the numbers were not supplied to the Board.**
- 4 The Board members discussed the Ice Rink Advisory Board’s End-of-Year report and letter to the Commissioners. It was determined that all items will be prioritized and presented to Rich Caesar who has volunteered to present the report. The Board determined that the final draft will be reviewed at the January 17, 2017 Board meeting and Rich will make his presentation to the Commissioners at the February 13th general Commissioner’s meeting. **Joe Noone or Rich Caesar will call the Township to reserve the time for the presentation.**
- 5 Chas and Adam discussed some of the issues that have been reoccurring at the Skatium. These issues include lack of trash removal from evening to morning practice; lack of communication regarding events and theme nights at the rink; and the lack of communication between skatium management and the Ice Rink Advisory Board and the willingness of Skatium management to work with the Board on revenue generating ideas. They have heard people express concern about how things are being run and maintained.
- 6 Adam suggested that the Board ask the Commissioner’s if they would agree to allowing the Board to generate questions and ask Skatium customers (customers renting ice time) what they would like to say change/remain the same at the Skatium. The Board members liked the idea and thought it was a good opportunity to get some feedback from the people that use the facility.
- 7 Adam also brought up the fact that during the pending closure of the Skatium from April 30 through May 30, 2017 if Rick has considered and planned for the lost revenue during the 4-5 weeks of the planned shutdown. No one from the Board has heard or has seen anything that would take the loss of income into consideration. The Board is concerned with what Skatium management plans to do to try and re-coup some of the lost income while they have the opportunity.

- 8 No one from the Board has heard back from Skatium management on their plans for the summer hockey camps. This was brought up at the October 2016 meeting and it has not been addressed. The Board is concerned that while other rinks have already announced their plans the Skatium has not made any definitive plans on activities for the 2017 summer.
- 9 Barbara adjourned the meeting at 8:30 p.m.

The next Meeting is scheduled for: Tuesday, January 17, 2017 @ 7:30 p.m. at the Skatium.

