CLHA BOARD MEETING MINUTES

**April 10, 2011**

# ROLL CALL:

\_x\_ Mike Klun \_x\_ Chris Bodell \_x\_ Jennifer Caudill \_x\_ Laura Boudreau \_x\_ Pete Smothers \_x\_ Cathy Trelstad \_x\_ Carmen Woeltge \_x\_ Howard Immel

\_x\_ Amber Hill \_x\_ Brian Hill \_x\_ Dave Burgen \_x\_ Shannon Hejny

\_x\_ Scott Thompson \_x\_ Katie Axtell \_\_\_ Pete Carlson \_x\_ Mandy Novak

\_x\_Chris Phelps \_x\_Corey McKinnon \_\_\_Jason Mahlen

**Others present**: Julie Melser and Matt Cottingham

* **Call to Order** – Called to order by Mike Klun at 7:03 pm.

### **Review of Agenda** – Motion by Scott Thompson to approve the agenda, seconded by Amber Hill; unanimously approved.

* **Review/approval of last meeting minutes** – There was an amendment for the March Annual Board Meeting Minutes in regards to positions with no opposition. The change is the “approval of the elected board members at the April meeting” to “approved by the Board of Directors” due to white ballot vote. Brian Hill made a motion to approve the March Annual Board Meeting Minutes with the amendment and the April meeting minutes (unchanged), seconded by Cathy Trelstad; unanimously approved.
* **Treasurer’s Report** – Laura Boudreau-All the raffle tickets have been paid. The concession stand still has $2,800.00 in expenses to be paid and half of the vending machine income has to be paid to Arena, Inc. The $10,000 fee has been paid to Arena, Inc. Laura brought a breakdown of what registration fees covered this year. Pete, Dave and Laura are working on registration fees for the upcoming year. There was less ice purchased this year; Corey would like to know if this trend will continue. Dave and Pete will work on projected hours for the upcoming season. Mike would like to see the local gymnasiums to be utilized to work on positioning; insurance policies may be a problem. Mike will work with Community Education to alleviate the problem. Motion by Chris Bodell to approve the Treasurer’s Report, seconded by Chris Phelps; unanimously approved.

**NEW BUSINESS:**

1. **Approval of Board Positions**-Voted and Appointed (Tournament Director, Girls Coordinator, and Mite Director).
   1. There will be no approval of the voted positions due to amendment to the March Annual Board Meeting Minutes.
   2. Mandy Novak, the Director of Business Operations would like to appoint Julie Melser as the Tournament Director. Motion by Brian Hill to approve Julie Melser as the Tournament Director, seconded by Katie Axtell; unanimously approved.
   3. Dave Burgen would like appoint Amber Hill as the Girls Coordinator. Motion by Jennifer Caudill to approve Amber Hill as the Girls Coordinator, seconded by Chris Bodell; unanimously approved.
   4. Dave Burgen would like to appoint Matt Cottingham as the Mite Director. Motion by Corey McKinnon to approve Matt Cottingham as the Mite Director, seconded by Scott Thompson; unanimously approved.
   5. Pete would like the newly appointed persons to gather job descriptions from their predecessors and write down all the duties.
2. **Coach Compensation**-Discussion regarding paid coaches and parent coaches to be added to the parent handbook. Parent head coaches have their entire work agreement taken care of and this will be added to the handbook. There was discussion regarding work agreements for the managers. As it stands, a manager has 4 of the 7 work credits. Managers still need to work a tournament and 2 floods. Assistant head coaches have the same set-up. Brian would like to see a limit to the amount of assistant head coaches this would apply to. There will be a clear definition of a non-parent coach. Pete would like to see the coaches paid more and get away from teams paying for gas, hotel, etc. The other aspect of non-parent coaches is who is going to pay the non-parent coaches; the association or the team parents? Scott would like to see the association continue to pay the non-parent coach compensation. Pete would like to see the compensation to non-parent coaches increased. This needs to be determined prior to registration. Corey suggested a grid system for compensation based on years of experience coaching and years at Chisago Lakes. Last year’s coach compensation projection was $6,000. Pete suggested a cap at each level; Squirts/U10-$1,000, Pee Wees/U12-$2,000 and Bantams/U14-$3,000. Mike would like to see letter of recommendations for all coaches. The board decided to have the association continue to pay for the non-parent coaches at this point for Pete to gather information. There was discussion regarding board members being compensated as a non-parent coach. Mike would like to see a by-law change for this. Pete will send out the survey results to the board members.
3. **By-Law Changes**-Updating Positions in the By-Laws and transferring duty of attending D10 meeting from Vice President to President. Mike would like to transfer the duty of attending District 10 meetings back to the President. There will be a by-law request change for the Vice President and President duties. There will be several by-law change requests submitted at the same time. There was discussion regarding the grievance committee members.

# OLD BUSINESS:

1. President – Mike Klun-Initial declarations are September 12th and final declarations are October 3rd. District 10 is looking at having an A and AA levels of play. This is to allow for inter-league play. Chisago Lakes did very well overall in District standing for the season. The size of our teams played into this success. District 10 gave us a breakdown of our player numbers for the 2009-2010 and the 2010-2011 seasons. Overall we have maintained our numbers. District 10 is looking at working with Minnesota hockey regarding body contact. There is a lack of consistency with calls by the referees. District 10 will be addressing this with the referees. USA Hockey is looking at having individual camps to teach body contact to the coaches. Body contact will be added to the squirt level and girls hockey. The association needs to move the aluminum goalies from the arena. Mike would like to see our presence increase in the community events, including Taylors Falls and Shafer.
2. Vice President – Chris Bodell-presented election changes to the board of directors. There will be a by-law request submitted in order to have a standardized voting process for the future. Discussion involved a vote check-in, a voting time, a ballot box, who is able to vote, etc. Chris will submit the by-law change request.
3. Secretary – Jennifer Caudill-The photographers will be attending the May board meeting for bids for our association photographs.
4. Treasurer- Laura Boudreau-Is online registration going to happen this year? Motion by Brian Hill to move ahead with online registration for this season, seconded by Pete Smothers; unanimously approved. Record keeping would be much easier with online registration. Laura and Carmen will work together to determine which company will be working with us for online registration. Laura will have fee projections at the May meeting.
5. Outdoor Facilities – Brian Hill-has a few nets to refurbish for Shafer rink. Wild Mountain will donate mini tires to the association. Chisago City would like to add another outdoor rink to the community; they are wondering if the association has any boards to donate.
6. Director of Business Operations/Fundraising – Mandy Novak-The golf tournament will be September 10th. The fees with be determined for the May meeting.
7. Tournament Director – Katie Axtell-nothing to report-will work with Mandy for advertisement packages for our home tournament programs.
8. Assistant Treasurer- Cathy Trelstad-nothing to report
9. Director of Operations / Equipment – Howard Immel-Our puck supply is low again. Howard will be purchasing pucks for the association. There will be new socks this year to match our new jerseys. Howard received pricing from Forest Lake Cycle and Skate and Letterman’s. Letterman’s has a sponsorship program as well; if we purchase the socks from Letterman’s, they will give us $250 for sponsorship. The average cost is $15 a player for an away and home pair of socks. The jersey prototype is a 2 layer instead of a 3 layer and is the same price. The board would like to see the 3 layers jersey which is what we were quoted for.
10. Coach in Chief – Pete Smothers-will send out survey results via email to the board members. Mike asked Pete if there will be a survey for the mite parents. This will fall under the mite director in the future.
11. Goalie Coordinator – Chris Phelps-working with Pro-Hybrid training for goalie training and also works with teams.
12. Ice Scheduling – Shannon Hejny-nothing to report-there is support from current and past board members if needed for game scheduling and training. Shannon needs to work with Arena, Inc and the tournament director for setting aside weekends for home tournaments.
13. Registration – Carmen Woeltge-Julie will help Carmen with the work agreements. Registration should be in May or June.
14. Director of Competition - Dave Burgen-left early
15. Director of Girls Hockey – Amber Hill-the U14 team should happen for the 2011-2012 season. Forest Lake is looking at having a few players come here to play. Amber would like to see registration as soon as possible so numbers can be confirmed. The U10 number will be around 15 from our association. North Branch has contacted Amber regarding their U10 players. Amber will let both associations know the situation after registration. If people contact any board members regarding the girls program, please forward to Amber. Pete would like to be updated with numbers so there isn’t a team with large numbers.
16. Mite Director - Pete Carlson-not present
17. Advisor – Scott Thompson-welcome to Matt Cottingham as the Mite Director. Scott is willing to help the Mite Director with the parade and booth for the summer events. Scott would like to see a float and booth for the summer community events and make sure the association knows that work credits will be given.
18. Boys High School Head Coach-Corey McKinnon-the summer training program is coming along and April 15th is the last day to get the $20 discount for Squirt/U10 level and above.
19. Girls High School Head Coach-Jason Mahlen-not present

Open Forum: Chris Bodell welcomed all the new board members and thanked them for volunteering.

Motion to adjourn the meeting at 9:47 pm by Brian Hill, seconded by Cathy Trelstad; unanimously approved.