



CCHA Board Meeting Minutes

Chaska Chanhassen Hockey Association (CCHA)

March 21, 2016 Board Meeting Minutes

Victoria Recreation Center – Blue Line Room

7:00pm – 9:00pm (planned)

1.) **Call to Order:** Brian Hegarty @ 7:07 pm

2.) **Roll Call/Introductions:**

Board: (* present)

*Brian Hegarty	<i>President</i>
*Tim Kauffman	<i>Vice President (outgoing)</i>
*Mike Newman	<i>Vice President (incoming)</i>
*Dawn Rodell Riley	<i>Treasurer</i>
*Jeff Weyandt	<i>Jr. Gold</i>
*John Lynch	<i>Bantam</i>
*Steve Hamre	<i>PeeWee (outgoing)</i>
*Jay Girard	<i>PeeWee (incoming)</i>
*Jamie Wishart	<i>Squirts (outgoing)</i>
*Jessee Parker	<i>Squirts (incoming)</i>
*Jay Musolf	<i>Mites</i>
*Brian Baker	<i>Mini mites/Termites</i>
*Darin Nelson	<i>U10, U12, U14(outgoing)</i>
*Jeffrey Peltier	<i>U10, U12, U14(incoming)</i>
Cordell Mack	<i>U6, U8</i>
Eric Jensen	<i>HDC</i>
Jeff Heil	<i>HDC</i>
Nick Gerebi	<i>HDC</i>

Key Volunteers (* present):

*Julie Eklund	<i>Ice Coordinator</i>
*Lori Hill	<i>Accounting</i>
*Michelle Fontaine	<i>Website</i>
Tammy Lueck	<i>Registrar</i>
Brenda Reddan	<i>Concessions (CCC)</i>
*Rachel Anderson	<i>Concessions (Vic)</i>
*Joyce Thomas	<i>Volunteers</i>
Courtney Hamre	<i>Brick City</i>
*Mike Colleran	<i>Equipment</i>

3.) **February Minutes Approved** – To be posted on the website along with those that have not been posted in the last few months.



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4.) “Thank You” and “Welcome” from the President

Brian thanked the outgoing members of the Board for their service on an individual basis and recognized their commitments and dedication. He welcomed the new Board members and while acknowledging what it takes to volunteer for these positions, he reminded all Board members, special guests and key volunteers of the seriousness of their undertakings, the duties owed to the players and families and the communities served by the CCHA. Noted that while this may be the “off season” for CCHA on-ice hockey, it is the key time to address items that are difficult to address fully in-season.

5.) Standard Agenda

A.) Special Reports/Guests on Agenda

- 1.) Steve Krampf – General Manager of the Chaska Community Center (the “CCC”)
 - Steve invited the CCHA to work with him and the CCC to improve operations at the CCC and interactions with the CCHA in general for mutual success.
 - Steve has specific ideas regarding concessions and the potential for conducting additional tournaments in conjunction with the CCHA and would appreciate the opportunity to discuss them further.
 - The Board thanked Steve for his presentation and attendance and promised to follow up.

B.) Executive Updates

- 1.) President – Brian Hegarty
 - Congratulations to the 12UAs on becoming State Consolation Champions.
 - Discussion regarding adding a banner in recognition of the accomplishment, and banner updates generally, including conforming the CCHA banners between Victoria Rec Center and CCC. Brian Baker investigating costs and will report.
 - Dan Johnson update – funds received by Treasurer from Mrs. Johnson for scholarship funding. Mrs. Johnson and family still determining how the scholarship fund will be administered.
 - Stormhawk Awards – report received on number of report cards submitted; agenda for the award celebration is firming up; any members who would be willing to assist with the reading of award winner names need to let Brian know. Help would be appreciated. T-shirts ordered through new apparel provider – will be a test case for performance.
 - HDC – workshop session regarding the HDC generally is being finalized. 2 open positions to fill. Call for interest in participation, interviews by Executive Committee of the Board, and Executive Committee recommendations to the full Board for vote at the April Board meeting is planned. HDC transition would follow immediately.
 - Open discussion regarding the HDC mission, the CCHA mission and how the two need to relate was held and well received. Agreement that revisiting these is of paramount interest to all and would benefit member families, coaches and volunteers.
 - Other Workshop Updates:
 - CCHA By-Laws:



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- Revised versions will be published soon in electronic form to the Board for review. Content from By-Laws that is appropriate for separate documents (e.g., Operating Procedures Manual) will be migrated. Sections being added to the By-Laws that were clearly missing (e.g., scope of Board authority, indemnification of Board members).
 - Recipients have a week to provide final comments on the By-Laws to the President and a notice to and vote of the full CCHA membership will follow to approve revisions. 10-day notice to members is required.
 - Proposed Board organizational chart identifying areas of responsibility will be distributed.
 - An operating policies handbook is proposed to collect all of the stand-alone policies the CCHA has today so that members will (a) know the difference between By-Laws and operating policies and (b) have one place to reference for these items.
 - HDC workshop:
 - Cordell Mack to facilitate.
 - Desire to resolve conflicting definitions, clarify role, responsibility and authority of the HDC vis-a-vis the Board.
 - Encourage increasing involvement of High School coaches.
 - Fundraising, Sponsorship, Volunteers and Concessions:
 - Open discussion occurred about how these relate to one another, the performance of concessions and apparel sales in the financial stability of the CCHA.
 - New apparel provider presents opportunity for enhanced role in fundraising, uniformity in terms of the CCHA brand presentation on apparel.
 - Targeting May for progress on these topics.
 - Jay Musolf volunteered to lead workshop on this topic. Noted initial success of the raffle as an alternative to card program.
 - CCHA Pride:
 - Updates provided on locker room whiteboard replacements, possibility of trophy case construction at the CCC, a wall-of-fame and season success stories.
- 2.) Vice President – Mike Newman/Tim Kauffman
- Mike Newman thanked Tim Kauffman for the early and ongoing assistance for the transition.
- 3.) Treasurer – Dawn Rodell-Riley
- Volunteer hours being finalized for the year. 40-50 checks will be cashed and members notified as appropriate.
 - Open discussion regarding volunteer participation for the year and options for enhancing participation earlier in the season to avoid the rush for hours at the end of the year. More to come on this.
 - Proposed 2016-17 budget targeted for presentation at April meeting. Working with accounting and purchasing in this regard.

C.) Updates to the Board

- 1.) Brian Baker – Lower Mite Commissioner



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- Good season for all.
- Notable difference in level of competition in games against other associations.
- Trying to coordinate with a few nearby associations to mimic our program structure in order to level competition across associations so games are more competitive. Some interest from the other association leaders noted.

2.) Jay Musolf – Upper Mite Commissioner

- Noted a successful Carver Cup tournament at year end. Participation at an all-time high due in part to increased participation on the girls' side. The Carver Cup itself is showing some wear after being turned in from last year's champion. Its condition did not diminish the enthusiasm of the Champs from the Mite West Black team when accepting it.
- Same experience as Brian in terms of the level of out-of-association competition. Speculation that it's due to the lack of direction from D6 on program structure at lower levels.
- Raffle fundraiser was a big success.

3.) Cordell Mack - Lower U Commissioner

- No update; flight back to MN missed.

4.) Darin Nelson/Jeffrey Peltier - Upper U Commissioner

- Successful season. Need to encourage continued girls' participation because we're seeing not only better numbers but success at upper levels.

5.) Jamie Wishart/Jessee Parker – Squirt Commissioner

- Transition noted. Jessee excited to help the CCHA in this role.

6.) Steve Hamre/Jay Girard – Squirt Commissioner

- Transition noted. Jay excited to help the CCHA in this role.

7.) John Lynch – Bantam Commissioner

- Noted concerns about competitiveness at this level.
- Need to decide soon role of HDC and number and levels of teams for next season in order to file declarations with D6 for approval/comment for the upcoming season.

8.) Jeff Weyandt – Jr. Gold Commissioner

- Echoed thoughts on role/involvement of HDC and need to commence planning.

D.) Committee/Key Volunteer Updates



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1.) Accounting – Julie Eckland/Lori Hill

- Some outstanding payments to be made.
- Members owing \$10 or more to be pursued for payment. Key concern is members that will not be returning, because others will not be able to register for next year until they get current.
- January – March credits should now be applied to members to whom they were due.

2.) Concessions – Brenda Redden/Amy Lindquist/Rachel Anderson

- Hot dog roller and freezer at VRC are CCHA's and need to be dispositioned. Speak to Mr. Krampf re interest.
- CCC arrangement is expired and needs to be addressed.
- Slight profit on operations, but needs to be examined in light of the level of hassle in staffing via volunteers.

3.) Equipment – Mike Colleran

- Still working through the returns of equipment as many coaches have yet to turn their equipment in.
- Lower level goalie gear (boys and girls) to get special look. Some goalie sticks went missing; materials are available for review to potentially track them down. Consider ways to better secure/track equipment stored at various facilities.
- Black dividers need repairs; yellow dividers stored appropriately at this time.
- Regular off-season equipment audit to occur with report to follow.

4.) Apparel – Sarah Grobel

- Noted new provider (Letterman) and opportunity it represents for fundraising, which has never been the emphasis of apparel.

5.) Webmaster – Michelle Fontaine

- Coach evaluations are coming in; not as many as we would like.
- If the golf tournament is back on as a fundraiser, Michelle needs content and information for a page on the web site.
- Can create a page for the Dan Johnson fund donations, but also need content for that. Consider partnering with local bank sponsor to minimize credit card processing fees on donations.
- Consider doing a workshop for team manager position before the year starts to generate enthusiasm and get them up to speed before the actual season starts to avoid their need to scramble to get teams running.

E.) Closed Session Discussion (required for individual player/member discussion, family financial discussion, discipline, etc.)

- None.

Next Meeting

Monday, April 18 at 7:00pm (Vic Rec Blueline Room). **Note – to be rescheduled due to conflict with StormHawk Awards. Checking on Monday, April 25th.**

Motion to Adjourn by Brian Hegarty at 9:47 pm. Seconded by Mike Newman.