



CCHA Board Meeting Minutes

Chaska Chanhassen Hockey Association (CCHA)
 Board Meeting Minutes – May 16, 2016
 Victoria Recreation Center – Blue Line Room
 7:00 – 9:00 pm (Planned)

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

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

*= present

Board Members	
*Brian Hegarty	<i>President</i>
*Mike Newman	<i>Vice President</i>
*Dawn Rodell Riley	<i>Treasurer</i>
*Jeff Weyandt	<i>Jr. Gold</i>
John Lynch	<i>Bantam</i>
*Jay Girard	<i>PeeWee</i>
*Jessee Parker	<i>Squirts</i>
*Jay Musolf	<i>Mites</i>
*Brian Baker	<i>Mini Mites/Termite</i>
*Jeffrey Peltier	<i>U10, U12, U14</i>
*Cordell Mack	<i>U6, U8</i>

Key Volunteers and Committees	
*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>Concession (VRC)</i>
Joyce Thomas	<i>Volunteers</i>
Courtney Hamre	<i>Brick City</i>
*Mike Colleran	<i>Equipment</i>
Eric Jensen	<i>HDC</i>
Jeff Heil	<i>HDC</i>
Nick Gerbi	<i>HDC</i>
*Yo Schugel	<i>HDC</i>

List of Members at Large in Attendance:

- None

3.) **April Minutes Approval:** Completed off-cycle approval, along with March minutes; March and April minutes posted on the web site by VP Newman.

4.) **Special Matters from the President:**

None.

5.) **Standard Agenda:**

A. Special Reports/Guests On the Agenda



CCHA Board Meeting Minutes

None.

B. Executive Updates

i. President – Brian Hegarty

- Budget Preview
 - 2015/16 P&L Review: Budget v. PY Actuals
 - Proposed '16-'17 budget template walkthrough conducted; '15-'16 actuals discussed.
 - Any additions or changes are to be sent to the Treasurer in the next few days.
 - 2016/16 Ice Utilization
 - Discussed with above.
 - 2015/16 Budget Review
 - Administrative Categories (per CCHA player) discussed.
 - Team Categories (per CCHA team) discussed; Board members are interested in knowing the CCHA's per-player historical costs (flat; increasing or decreasing).
 - Variable Categories (# players; ice allocation) discussed.
 - Stipends discussed; will change for additional Board position when filled.
 - Goalie Credit discussed.
 - Recruiting Incentive Program (1st year free/referral credit) and how it's funded was discussed; proposal to come from Mite Commissioners re continuing program for next season.
 - Fundraising Options – performance of raffle from last year discussed; buyout option not discussed.
 - Payment Options – how auto pay will work and its setup timing and needs was discussed.
- Registration
 - Registration Files Distributed – Lori Hill



CCHA Board Meeting Minutes

- Target registration open dates were discussed; programming and testing will take 6 weeks, so plans for teams at levels needs to happen soon.
 - Discussion – registration close dates were discussed; proposal to set tryout dates and then set registration close dates by level 45 days ahead of level tryout; registration would close on a rolling basis by level. Also discussed option of reaching out to families at upper girls and boys levels re plans and timing that reach-out with high school programs' tryout end dates and “quiet period.” Acknowledged that families may not commit on reach-outs, but they'll know CCHA's plans and may give some indication.
 - Board Workshop Updates
 - HDC Role and Structure – Cordell Mack facilitator discussed plans for a second session on Sunday, May 22nd.
 - Fundraising, Sponsorship, Volunteer, Concession – Jay Musolf facilitator: discussed progress and ideas for programs for next season. The need for a dedicated fundraising coordinator was reiterated.
 - BOD Code of Conduct & Confidentiality
 - VP Newman has created a draft policy which will be circulated by President Hegarty for off-cycle approval followed by collection of signed copies from relevant parties.
 - Obligations to CCHA, other BoD members and our Membership are addressed in the draft.
 - Tryouts – HDC Proposal to remove timed skills for Squirt and PeeWee levels discussed along with rationale; same for more 5-on-5 and less 4-on-4 for tryouts. Written proposal from HDC to be circulated and approved by Board.
 - Special Election/HDC Updates – to-do item for President Hegarty.
 - Member Handbook – VP Newman to create an outline/draft over the next couple of months and start populating with existing policies and procedures for amendment to match current practice.
 - Concession Proposal – not yet received from CCC facility manager; President Hegarty to follow up with him.
- ii. Vice President – Mike Newman



CCHA Board Meeting Minutes

- D6 Updates - None

iii. Treasurer – Dawn Rodell Riley

- One member check cashing possibility discussed and to be finalized soon.
- See, also, budget items above.

C. Updates to the Board

i. Brian Baker – Lower Mite Commissioner

- White boards ordered
- Trophy case work to commence.
- Proposal to investigate hard-boards (as alternative to the yellow pad dividers) for one or both rinks; Mr. Baker to get definitive proposal and investigate a sponsor whose branding would appear on the boards.

ii. Jay Musolf – Upper Mite Commissioner

- Working with other nearby associations on getting their Mite programs to mirror ours for more competitive, out-of-association games and tournaments.
- Discussed improvements/applications of ADM model for upcoming season.

iii. Cordell Mack – Lower U Commissioner

- HDC workshop update provided
- Discussed incentive programs for lower levels and coordination with skate schools for recruiting purposes.
- Player numbers provided from registration numbers showing growth on girls' and boys' lower levels. Ideas for continuing recruiting and it being the responsibility of the entire CCHA (not just Board and committees) to “replace yourselves” and grow the association.

iv. Jeff Peltier – Upper U Commissioner

- Discussed need for co-op arrangement with nearby association for upper-level girls; initial discussion with Waconia association conducted; more to come. Certainly seems to make sense for U15s.



CCHA Board Meeting Minutes

- v. Jesse Parker – Squirt Commissioner
 - No report.
- vi. Jay Girard – PeeWee Commissioner
 - Discussions with last year’s commissioner re tournaments and season.
 - Looks like +17 players from last season; may have enough for 1-2 extra teams; discussed need to know for a lot of reasons (web site; registration; jerseys) well before September.
- vii. John Lynch – Bantam Commissioner
 - Parent letter to be sent re plans, coaches and request indication of plans for PW-to-Bantam players and returning Bantam players. Proposed final version of the letter needs to be circulated to Executive Committee of the Board before publication. Would be good to have dates in the letter as discussed in registration section above.
- viii. Jeff Weyandt – Jr. Gold Commissioner
 - Requested follow up on scholarship fund from President Hegarty.

D. Committee/Key Volunteer Updates

- i. HDC – Eric Jensen/Brian Charchenko/Nick Gerebi/Pat Kocourek/Yo Schugel/Jeff Heil
 - See changes to tryouts above. In addition, evaluators need opportunity to provide more input than just numbers – figuring out a way to make that happen.
 - Report on the interviews of Bantam AA coaches that occurred over the weekend. Plan is to make offer by June 1st.
 - Request for a \$5/hr. increase in evaluators’ hourly rate to be more competitive with other association’s payment plans, though certainly not at the level others pay.
 - Registration close dates need to be in the Aug. 15-31 range and not as late in prior years. Late registration close dates cause a lot of problems as we saw last year.
- ii. Accounting – Julie Eckland/Lori Hill
 - See budget report above; significant contributions to the discussion.
- iii. Concessions – Brenda Redden/Amy Lindquist/Rachel Anderson
 - Awaiting proposal from CCC facility manager. See above.
- iv. Equipment – Charlie Boreen/Mike Colleran



CCHA Board Meeting Minutes

- Only one team left to collect jerseys; everything else, aside from the previously mentioned goalie sticks, is accounted for. Jerseys in far better shape than prior seasons.

- v. Ice Coordinator – Julie Ecklund/Dwan Roddell-Riley
 - High school games set and ice time reservations is coming into focus quickly.

- vi. Tryout Admin – Erica Smith/Mike Clauson/Julie Ecklund
 - See above discussions.

- vii. Brick City – Jenny McPartland/Courtney Hamre
 - Email report submitted by Ms. McPartland; good team registrations; if same ice allocated as last year, teams are probably full at all levels.
 - Proposal to make participating teams' parents fill the volunteer hours for this tournament to be discussed more fully.

- viii. Jamboree – Jamie Noyes/Jenny Spaulding
 - No report.

- ix. Stormhawk Awards – Janice Schutter (Jessica Hansen)
 - Program to be repeated next year due to this year's successful one. People to think about making it bigger.

- x. Apparel – Sarah Grobel
 - No report.

- xi. Individual Fundraising – OPEN

- xii. Golf Tournament – OPEN

- xiii. Mite Camp – Jay Musolf
 - No specific report on this topic.

- xiv. Recruiting & Skate Day – Josie Colleran/Keri Mack
 - See Commissioner Mack's report above.

- xv. Registrar – Tammy Leuck
 - See discussion above.



CCHA Board Meeting Minutes

- xvi. Safe Sport – OPEN

- xvii. Team Manager – Michelle Fontaine
 - No specific report.

- xviii. Photo Coordinator – Jennifer Kinneman
 - No specific report.

- xix. Volunteer Coordinator – Joyce Thomas
 - No specific report.

- xx. Web Master – Michelle Fontaine
 - Discussed need for 6 weeks of lead time to set up and test once teams are set; see discussion above re closing dates and need to work back from closing dates by level.

6.) Announcements

None.

7.) Closed Session¹

None.

8.) Next Meeting – Monday, June 20 – 8 pm

- A. Budget – Final Review and Approval
- B. Member Handbook

Motion to Adjourn:

Time: 10:02 pm

By: President Hegarty

Seconded By: VP Newman

¹ Required for any individual player/member discussion, family financial discussion, discipline or other sensitive matters.