CLHA BOARD MEETING AGENDA

June 13th, 2016

# Board Members:

President–Ted Garvey -/- Vice President–Chris Phelps -/- Secretary–Raki Swanson -/- Treasurer-Sara Nelson -/-Assistant Treasurer-Jen Hegstad -/- Registrar–Tammy Bluhm -/- Director of Business Operations/Fundraising – John Koch -/- Advisor-Jen Starkey -/- Coach in Chief-Keith Wilmer -/- Boys HS Head Coach Advisor-Paul Gibson -/- Girls HS Head Coach Advisor- Dave Burgen -/- Director of Outdoor Facilities-Alexander Pohlman -/- Director of Competition-Brady Peterson -/- Director of Operations / Equipment-Chad Lindberg -/- Director of Girls Hockey-Jason DeVries -/- Ice Scheduling-Shannon Hejny -/- Mite Director-Vacant

**Others Present:**

**-Call to Order:** 7:00

**-Adoption of Agenda and previous month’s meeting minutes:**

Revision to May notes—Treasurers report-$50K loss not $56—$9k left in savings changed to $30 left in savings—secretary made changes to notes

Motion to accept amended May meeting notes; motion made, 2nd; notes approved with changes.

Agenda-accepted

**-Treasurer’s Report:**

Report is lite as it is off season. Goalie reimbursements paid out and equipment rental deposits made. Bank notices and statements (check reconciliations) provided for board to review.

Motion to accept treasurers report; 2nd; approved

**-Bills to be paid:**

Few bills to be paid; OneGear deposit to be paid; payment for engraving plaques; Lindgren for tax preparation and services; Chisago paper (add with hockey teams); PO Box payment

**NEW BUSINESS:**

1. Pull Tabs (fundraising)-20 min- John Koch- Pull Tabs are a good source of income for the association; boxes can be placed at different establishments around town; key component would be that we would need 3 part time positions to run the boxes, twice a week; those people that want to fill the positions would need certificate to sell tabs (which can be obtained via one day training); would also need one person to audit (weekly) and one person to purchase new boxes; this can sort of a pain, but it is good money; who would want to do it?; in addition, due to restrictions, we would need to alternate selling on a 4 day schedule, where we would stop and not sell; need a 1 day rotation throughout the week; those that sell would need to recertify every 2 years; Gallery, Smittys and Als possible locations (Scooters); would need to appoint a gambling manager to monitor and track to make it transparent; each box of pull tabs costs $900 (if we sell an entire box this cost is covered); board is very interested in pursuing this option to raise funds for the association; need to get people interested in going down to cities to get certified to sell; John will call down to state to inquire about when next trainings will be (**to report and approve at July meeting)**
2. Confirm insurance policy via USA Hockey-20 min-Policy was provided in District 10 meeting notes; Not the association responsible for the $50K deductible if major injury occurs, it’s the parents of the player; need certified coaches on the ice to ensure we are in compliance with insurance
3. Rental contract-10 Min-add to July agenda as don’t know who owns topic.
4. Out of pocket pay for paid coaches-10 min; There is a policy in place already regarding pay for coaches; parents need to know that they do not have to pay additional salary fees for coaches; policies and procedures needs to be updated and advised at parent meeting (also cover in manager meeting); assistant coaches not addressed in policy
5. Debit/Credit card-5 Min-Looked into Dicks and Sports Authority as an option; only store cards available (not Visa, MC) to use anywhere; may look into Capital One to get some sort of card that offers a cash back bonus with no annual fee; should only be used for recurring fees if deciding to use, ex: Sport Ngin, PO Box fee and tournaments; every other expense Treasurer can cut a check for expenses; best option to go for a CC vs a debit card; bylaws do state association can carry debt if debt approved by board; **Sara (Treasurer) to look into different CC options (how to apply) and will present at July board meeting**
6. Waivers/intent to try out for HS-30 min- DoC-This is not an issue any further; had an idea or option to discuss but has changed his mind about discussing this issue.
7. Schedule and set guideline for kickoff meeting-30 min-Suggestion that the following to be covered at the kick off meeting; mission statement (needs to be more robust) should be provided to all members, discuss the association bylaws (existing and those that have changed), try outs/process, fees and where we are at, player and parent conduct (can be tighter) and also bring in a USA hockey rep to talk about ADM; discussion around mission statement examples, how to word it, what the wording implies and how to implement the mission statement throughout the season; group created to agree on what mission statement to be; kick off meeting will be scheduled for September before try outs.
8. More info on tryout committee-5 min-Summary of try out process changes for 2016/2017 season (information to be provided to association members at kick off meeting)
9. Awarding hardship-15 min-Discussion around how to decide who is eligible, who receives hardships; decided that only a few board members should be involved in deciding if it is needed; hardship assistance policy will be included in policies and procedures, along with form to fill out if needing to apply.
10. Payment dates and final payment cutoff-5 min-Wanting to have final payment received from families prior to start of season; will have 4, 3 and 1 payment options; 4payment option will only be available until end of June; other 2 options open after 6/30
11. HS team refunds-5 min—carry over from #6, not needed agenda item.
12. Discuss new proposal around Mite program-5 min—Wanting feedback around District 10’s recommendation for Mites; 6 and under being called Mini Mites vs D mites; suggested to be implemented or recommended for next season; suggesting what D10 is recommending and make adaptions for our association; Brady to inquire for more information and item will be **added to July meeting for further discussion and possible motion to change Mite program**
13. Summer program-5 min-Check received from woman (Holly) for yoga and learn to skate; check not for association, needs to be turned over to arena board for payment
14. Presidents report/D10 report-20 min-President sent out notes in email to board to review; no questions
15. Jerseys-15 min—Director of Operations tried to clean jerseys with dry cleaning; it didn’t clean them very well at all, couldn’t tell difference; need to do inventory on jerseys that need to be replaced for next season; possible offering of work credits for parents to help do inventory; will make motion at July meeting to purchase certain number of jerseys for 2016/2017 season
16. Vote on 2016/2017 Fees-5 min-motion made to accept fee proposal; 2nd; fees approved for 2016/2017 season
17. July meeting-2 min-Will there be a quorum for July 11th meeting; yes, should only be missing 2 board members
18. 10U-10 min—no action, Jason not present

**Agenda for July meeting:**

**Open Forum**

**Old Business-** Vote on bylaw changes; changes to be emailed to board to review prior to meeting.

Motion made to adjourn meeting as we did not complete agenda; 2nd, motion carries; meeting adjourned at 9:59PM.

\*\*\*Agenda may be changed periodically; please do check to make sure that you are viewing a current copy; last update will be made 7 days before the next monthly meeting