CLHA BOARD MEETING AGENDA

November 14th, 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-Pat LeVasseur

**Others Present:**

**-Call to Order: President 7-7:02**

**-Adoption of Agenda and previous month’s meeting minutes: Secretary 7:02-7:05**

**-Treasurer’s Report: Treasurer 7:05-7:07**

**-Bills to be paid: Treasurer 7:07-7:10**

**NEW BUSINESS:**

1. **Kitten Club Funds-10 min-Mickelle Pohlman-7:10-7:20** Makes most sense to move funds to CLHA hockey account (5013C); will be a line item in treasurer report moving forward.
2. **Brian Wald-MAP for Non Profits-President- 15 min-7:20-7:35** MAP works with nonprofit organizations; look at year end statements; take one step further, will look at accounting software, what type of policies and procedures are in place; we don’t have the same restrictions as a CPA firm so we can make additional recommendations that they cannot; we only serve Non Profit organizations; proposals provided for year end for the most recent and regulatory reporting work (I90 and general), have been provided; would be an ongoing support for the board; proposals will be shared to the board at later date; Compensation based on what we bring in? MAP fees charge hourly for project and ongoing work; reporting is flat fee; rate is $125 an hour; ongoing is $75 an hour; cost would be determined by project fee and ongoing rate; compared to Lundgren, would depend on what we choose from proposal; Services aren’t cookie cutter approach; every organization is unique; we are very customizable; we will work with you and your systems; very flexible service model; What is attractive is that they are a nonprofit working with us, also a non profit
3. **Policy of coaching selection committee/selection of Coaches/Coach approval--CiC/DoC-10 min-7:35-7:45—Combined with #4 on previous agenda-**12 coaches-listed off-any objections to the coaches?-current bylaw states that board needs to approve the coaches appointed by the coaching committee; bylaw may be changed; motion made to approve coaches for 2016/2017 season; 2nd, approved
4. **Sponsorship Protocol-Advisor-10 Min-7:55-8:05** When sponsors want to donate for individual teams, in the past, the sponsor has been put the company name on the back of the jersey; will be difficult as we move forward to replace existing jerseys; some associations do not allow company names to be put on jerseys; Jason willing to help work on bringing in more sponsors to the association; needing to finalize how to do this; categories of sponsorship—individual vs corporate; they are different; what does this look like for both options; we need to look at what entices those to donate; need to be careful, we want to brand beyond Mites; don’t want sponsors buying jerseys for a particular level (corporate name on back); recommendation to move on and make decision at a later time regarding sponsorship and how it will look like to review both; whatever is out there now as far as donations, will be handled one off for 2016/2017 season, will move to future agenda to define policy for donations
5. **Locker Room Monitor Policy-Advisor-7 min-8:05-8:12** MN Hockey and D10 have different policies; explanation of both of their policies; MN Hockey does define as LR attendants to be same gender; association can make a stricter policy than D10 but not less strict; we have not enforced these policies for the past few years; D10 will monitor the policy for the association; need to write it up and put on the agenda; any attendant needs to have background and safesport;
6. **Parent D10 changes-Coach in Chief-5 min-8:15-8:17-**D10 change-Parent gets out of hand, up to coach of team to go into the stands to deal with situation; if not, bench minor; if continues, parent(s) to miss next 3 games; this is on their website; Keith to get to Raki to send out to association; association would add onto this due to internal Code of Conduct policy;
7. **Pizza fundraising-Coach in Chief-10 min-8:17-8:27** will go to entire association; will be available to the entire association to help get cost of paying fees reduced; funds go to the player (family); email to go out to association with details regarding process and will also be posted on the website; all voluntary not required;
8. **Home Tournaments-Coach in Chief-15 min-8:27-8:42;** want to start dialogue to get tournaments back to Chisago for 2017/2018 season; could do 2 tournaments in one weekend; in the past, they haven’t been profitable for the association; perhaps get a tournament committee together to start looking into this option; will bring up and discuss more at December meeting
9. **SafeSport-Advisor-5 min-8:42-8:47;** all board members required to take course; if issue comes to a member, need to know how to handle it, if not handle correct way, could have repercussions; President is strongly recommending this; all approved, will be policy moving forward
10. **Legal Council-Advisor-10 Min-8:47-8:57**
11. **Tryout recap-DoC-10 min-8:57-9:07-**Brady provided tryout recap
12. **Lock Boxes Dryland/Home game puck storage on bench-Chad-10 min-9:07-9:17** Had budget money to spend and brought to board for approval as it is an unusual way to spend budget; plan is to order a lock for the closet to hold the pucks for game days; coaches, rink employees and Dir of Ops will have access to lock

**Agenda for December meeting:**

**Open Forum**

Lisa Stangl-Zac Strong pride program-added agenda item;

-Zac Strong Pride Program; wanting to implement 2016/2017; want greater involvement from all the teams; instill wonderful values on and off ice; changes to the program from previous seasons; will be moving forward to monthly recognition (Pride Sunday); reach out to coaches on Friday before for recipients, names submitted to local paper and up in the arena for recognition; requesting funds from board for supplies for the program; $350-400; association has supported before; right now, association is not financially stable; is it in budget for this?; will check with Treasurer to ensure it is; will let Lisa know after confirming

Jason Arneal-helps U8s and B Mites; wanted information about sponsorship

**\*\*\*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**