



CCHA Board Meeting Minutes

Chaska Chanhassen Hockey Association (CCHA)
 Board Meeting Minutes – August 21, 2017
 VRC – Blue Line Room
 7:00 – 9:00 pm (Planned)

1.) **Call to Order:** Cordell Mack @ 7:00 pm

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

*= *present*; ^= by phone for closed session only

Board Members	
*Cordell Mack	<i>President</i>
Mike Newman	<i>Vice President – Hockey Operations</i>
*Michelle Fontaine	<i>Vice President – Administration</i>
*Dawn Rodell-Riley	<i>Treasurer</i>
*Lindsay Yates	<i>Secretary</i>
OPEN	<i>Jr. Gold</i>
*Dan Diminnie	<i>Bantam</i>
*Jay Girard	<i>Peewee</i>
*Jesse Parker	<i>Squirts</i>
Jeff Campbell	<i>Upper Mites</i>
* Jon Johnson	<i>Lower Mites</i>
Jeffrey Peltier	<i>U10, U12, U14</i>
* Tony Sommerfeld	<i>U6, U8</i>

Key Volunteers and Committees	
Julie Eklund	<i>Ice Coordinator</i>
Lori Hill	<i>Accounting</i>
*Tammy Lueck	<i>Registrar</i>
Brenda Reddan	<i>Concessions (CCC)</i>
Rachel Anderson	<i>Concession (VRC)</i>
Joyce Thomas	<i>Volunteers</i>
*Mike Colleran	<i>Equipment</i>
Aaron Broten	<i>BHDC Chair.</i>
Chad Hanson	<i>GHDC Chair.</i>
Sarah Grobel	<i>Apparel</i>
Steve Hamre	<i>Golf Tournament</i>
*Beth Johnson	<i>Brick City</i>
Ty Uhlenkamp	<i>SafeSport</i>
Brian Baker	<i>Fundraising</i>

List of Members at Large in Attendance:

- Molly Diethelm
- Lance Harry

3.) **July Minutes Approval:** Motion by Secretary Yates to approve the previously circulated July meeting minutes; 2nd by VP Fontaine. Vote to approve the motion – Unanimously approved. July minutes will be posted to the web site.

4.) **Special Reports/Guests On The Agenda:**

- None



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5.) Standard Agenda:

A. Executive Updates

i. President – Cordell Mack

- Charitable Gambling
 - The accounting firm of Burke, Wheeler & Associates has been retained to act as a payroll agent and gambling auditor for the CCHA charitable gambling/pull tabs now in operation at Willy McCoys in Chaska.
 - The CCHA's application for charitable gambling is ongoing; the CCHA will continue to work with the Bloomington Jefferson Hockey Booster Club ("BJHBC") until the CCHA is licensed and agrees to step in and take over 100% of the operations.
 - The CCHA and BJHBC have hired Ms. Riane Imdieke to be the Charitable Gambling Manager.

- BHDC/Boys tryout document
 - An updated 2017-2018 CCHA Tryout Overview (Boys Program) document developed by the HDC and previously disseminated to the Board for feedback was presented and proposed changes were highlighted.
 - Much discussion was held and concerns raised, in particular, about the change to the document which would provide for prior year coach feedback on a player when placing players on teams.
 - It was decided to seek BDHC feedback to clarify discussed approaches related to tryouts and the inclusion of prior year player feedback and seek an off-cycle discussion to finalize the document and provide for any needed Board action.
 - September 9, 2017 an off-cycle discussion via conference call was held regarding the revised CCHA Tryout Overview (Boys Program) document previously disseminated to the Board for review.
 - An off-cycle motion was made by Treasurer Dawn Rodell-Riley to remove the Proposed Use of Level Representative concept from the updated 2017-2018 CCHA Tryout Overview (Boys Program) document. 2nd by VP Fontaine. Vote to approve the motion – 4 votes yes, 7 votes no. Motion does not carry.
 - An off-cycle motion was made by President Mack to update the 2017-2018 CCHA Tryout Overview (Boys Program) document to mirror the Operating Policy Handbook regarding HDC player placement discretion. 2nd by Commissioner Johnson. Vote to approve the motion – 9 votes yes, 2 votes no. Motion carried.



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- An off-cycle motion was made by President Mack to update the 2017-2018 CCHA Tryout Overview (Boys Program) document language to remove the occurrence and usage of “Secret Numbers” and replace with “Pinny Number” to reflect this change in tryout process. 2nd by VP Newman. Vote to approve the motion – Unanimously approved.
- Formation of two ad hoc committees
 - Sponsorship
 - Beth Johnson provided an update on this committee which is noted below.
 - Branding
 - A committee is being formed to discuss and plan for how the CCHA will introduce and promote new logo/brand.
 - Ideas were presented and discussed regarding the launching of the new CCHA logo.
 - The Branding Committee will meet within the next few weeks to get started and will report back to the Board at the September meeting.
- CCHA Jersey timeline/apparel
 - The jersey proofs are in to General Sports and are now in full production.
 - August 31, 2017 is the deadline for General Sports to have practice jerseys, game jerseys, and socks finished and in their possession.
 - Equipment Key Volunteer Mike Colleran requested that the CCHA take possession of the products by September, 23, 2017 in order to be ready for distribution for the 2017-2018 season.
- Concessions
 - The CCHA is under contract to run concessions at Victoria Recreation Center (VRC) through March of 2018.
 - Work with the Chaska Community Center (CCC) is ongoing to formalize and finalize a contract for concessions at their location.
- Junior Gold
 - With the Jr. Gold commissioner position still unfilled, Chris Berg is helping to get the program up and running for the 2017-2018 season.
 - After the formal August Board meeting, Chad Curtis was identified as a potential candidate for the role of Jr. Gold Commissioner.
 - Mr. Curtis’s application was circulated via email to the Board for review. An off-cycle motion was made by President Mack to approve Mr. Curtis to a one (1) year term for the 2017-2018 season. 2nd by Commissioner Parker. Vote to approve the motion – Unanimously approved



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- CCHA Mouth Guard Day
 - Once again Chaska Orthodontic Specialists will be hosting a free mouth guard day on September 30, 2017 from 8:00am – 12:00pm.
 - Information for this event will be communicated to members via email as well as posted on the main page of the CCHA website.

- ii. Vice President- Administration – Michelle Fontaine
 - Volunteer committee
 - Updates were given regarding the ongoing work of the Volunteer Committee.
 - The Committee is looking at where there are current Key Volunteer openings and which current Key Volunteers are committed or not committed to returning.
 - Work is being done to look for redundancy in the CCHA’s Key Volunteer descriptions and how to streamline these.
 - Research is being conducted on associations of similar size for benchmarks used for their volunteers; information is being gathered regarding what kind of stipends may be given, what activities are used to fill their volunteer hours, etc.
 - The Volunteer committee is working on developing and implementing a revised Key Volunteer list of needed roles and the type of credit given for those roles, be it stipend and/or volunteer hours, for the 2018-2019 season.

 - Slush fund/Apparel
 - Questions have been raised by members whether the Board should develop parameters related to slush fund amounts and team apparel as there is concern that some team expectations were felt to be excessive in the past few years. It was agreed to include this item in the September Board meeting agenda for further discussion.

- iii. Vice President –Operations – Mike Newman (absent)
 - No report

- iv. Treasurer – Dawn Rodell-Riley
 - No report.

- v. Secretary – Lindsay Yates
 - Member feedback regarding open/closed tryouts for the 2017-2018 season.
 - Results from the 2016-2017 year-end coaches’ surveys where members were asked for their opinion on whether to hold open or closed tryouts for the 2017-2018 season were presented to the Board. These comments were anonymous; no names or personal identifiable information was presented.



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- Discussion was held regarding the pros and cons of holding open vs. closed tryout sessions and the general feedback from the Board members present was not to change from an open to a closed format at this time.
- Due to the close margin of opinion for or against, the Board asked that a survey be developed to seek further feedback from our members regarding open vs. closed tryouts which would be sent out shortly after the 2017-2018 tryouts.

B. Updates to the Board

- Registrar – Tammy Lueck

- Ms. Lueck outlined and explained the many changes that have been made regarding what is needed for coaches to be certified for the 2017-2018 season.
 - The biggest change has to do with all coaches needing to have their age specific modules completed as well as their USA Hockey number, Safesport and concussion training and background check completed and up to date before they are allowed to be on the ice.
 - Information on these changes and requirements, as well as links to complete these steps can be found on the CCHA website under the “Coach Information” tab.
 - There is a plan to hold a pre-season meeting for all interested coaches to disseminate this information. A date for this meeting will be forthcoming.
- Information was given about volunteer roles which also require background checks and/or concussion training. Further information will be presented to members regarding this during team level meetings and at the start of the season. Safesport Key Volunteer Ty Uhlenkamp and Tammy Lueck will work together to develop a process to capture and track manager and locker room monitor background checks.

- Accounting - Lori Hill

- Registration is open and is going well.
- As of August 21, 2017, 309 players have registered.
- Most commissioners have sent out email communication to potential players encouraging that they register on time.

- Recruitment Committee – Jon Johnson

- The Board was updated regarding the work that has been done to date with recruitment activities.



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- Presented to the Board was the 2017-2018 CCHA Recruitment Committee work plan which listed the proposed members of this committee.
- Details were given about proposed recruitment projects and events and which committee members and/or Key Volunteers would be responsible for leading the various projects or events.

- Equipment – Mike Colleran
 - An update was given regarding the work being done to get equipment organized, purchased, and ready to go for the 2017-2018 season.
 - Questions were asked and answered regarding the arrival of our newly purchased jerseys, and what equipment is still needed to be purchased in order to start the season.

- Tournaments/Sponsorships – Beth Johnson
 - Information was presented to the Board regarding proposed CCHA tournament sponsorship levels in an effort to streamline the process and the amount of requests made to businesses who support and donate to the CCHA.
 - A motion was made by President Mack to approve the CCHA Tournament Sponsorship Levels document presented for the Brick City and Jamboree tournaments. 2nd by Treasurer Rodell-Riley. Vote to approve the motion – Unanimously approved.
 - Commissioner Parker volunteered to also help with the sponsorship efforts and committee.

- Jon Johnson – Lower Mite Commissioner
 - No report

- Jeff Campbell– Upper Mite Commissioner
 - No report

- Tony Sommerfeld – Lower U Commissioner
 - No report

- Jeff Peltier – Upper U Commissioner (absent) as reported by Cordell on his behalf
 - Registration for tournaments has been completed and dates have been posted on the website.
 - Preseason pre-skates have been scheduled and posted on the website.
 - There has been a high level of communication and coordination between Stormhawk head coach Todd Johnson and the CCHA to align the numbers at the U15 level.



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- Frank Mork has agreed to coach the U15 team.
- The U12 team will participate again this year in the “Northern Tour” playing 3 teams in Duluth at the end of October.

- Jesse Parker – Squirt Commissioner
 - No report.

- Jay Girard – PeeWee Commissioner
 - No report

- Dan Diminnie – Bantam Commissioner
 - No report

- Open – Jr. Gold Commissioner
 - No report.

6.) Next Meeting – Monday, September 18@ 7 pm, VRC Blue Line Room

Motion to Adjourn: By: Secretary Yates; 2nd by VP Fontaine; Vote, unanimous.

End Time: 9:10pm