

Coeur d'Alene Hockey Association Board Agenda

Meeting Date: September 23, 2025

Meeting Details

- Date: September 23, 2025
- Time: 6:02 pm – 7:07 pm PST
- Location: Frontier Arena
- Meeting Facilitator: Sara Bascetta, President

Summary of Key Resolutions

- **Key Motion: Made by Jeremy Wheeler** - Jeremy Wheeler, Treasurer made a motion to pay April Hocking \$500.00 (five hundred dollars) a month for 2 months in addition to her other contracted duties to train the proposed scheduler for the CDAHA organization.
- Second: Vice President, Spencer
- In Favor: Matt Fisher, Annie Brown, Jeremy Wheeler
- Abstain: Nick Balsimo - Reason – Not enough information/background
- Opposed: None
- *Vote: Approved*

Agenda Items

- I. Call to order 6:02pm PST
- II. Attendance: Verification of quorum
 - A. President Bascetta noted the importance of consistent Board attendance and suggested that attendance requirements may be clarified during a future bylaw review.
 - 1.Excused Absence - Calling ahead with notice (outside of an emergency).

2. Unexcused Absence - No prior notification (outside of an emergency).

B. Secretary Brown noted that attendance is documented by check next to board name and a no check with “Unexcused” or “Excused” indicates the nature of the absence as reflected in the minutes.

C. President Bascetta expressed a preference for in-person attendance, while recognizing virtual participation may be necessary at times.

D. The Board agreed to revisit attendance expectations during the end-of-season bylaw review.

III. Verification of Approval and Posting of Previous Minutes

IV. Financial Update

A. Profit and Loss statement was distributed via email.

B. Registration numbers were also distributed via email.

1. Secretary Brown noted that the bylaws require the establishment of a Finance Committee. She inquired as to current committee membership and emphasized the importance of such a committee for strategic planning, budgeting, fundraising support, and determining appropriate reserve levels.
2. It was confirmed that no Finance Committee is in place other than the board. Treasurer Wheeler, Member Brexton, Member Fisher have the opinion that there is no need for such a Financial Committee separate and apart from the Board.
3. Vice President Spencer suggested that for succession it would be prudent to have someone else in addition to Treasurer Wheeler to be more informed in this area.
4. Finance Committee per bylaws is unresolved with differing opinions and plan is to discuss at another time.

V. Swap Meet/Sale Debrief – Vice President Spencer and Member Fisher

A. The event was well attended despite inclement weather.

B. People utilizing donated items provided cash donations

C. Vice President Spencer and Member Fisher to prepare list of recommendations for next year.

VI. Scheduler Update – Treasurer Wheeler

A. Four candidates responded to the online posting. Treasurer Wheeler shared qualifications with the Board.

B. One candidate stood out with strong qualifications.

C. Board engaged in discussion of options:

1. Hire scheduler from SAYHA for \$2,000/month to handle scheduling directly for CDAHA.

2. Hire a scheduler and arrange reduced-rate training from SAYHA scheduler.

3. Hire a scheduler and compensate April Hocking to provide training.

D. **Key Motion Approved:** Authorize payment of \$500/month for two months to April Hocking, in addition to her contracted duties, to train proposed scheduler for CDAHA.

VII. Board to Prepare Items for bylaw Review/Update for future meeting in April.

VIII. Fundraising Update

A. Bite Night – Restaurants on specified night with mention of CDAHA contribute percentage of sales as donation.

1. Red Robin October 22

2. None other scheduled as of now

B. Spokane Chief Ticket Sales on our Website - Portion of sale to be donated to CDAHA

IX. Hoedown Fundraiser Update

A. 79 tickets sold

B. Baskets and raffles expected to net approximately \$2,000.00 profit.

C. Attendance was possibly impacted by the local high school homecoming and the regular CDAHA hockey season not yet underway.

D. As a first-year event, additional awareness-building is needed.

- E. No ticket sales at event planned.
- F. Unclear allocation of fundraising proceeds may have hindered donations.
- X. Next Board meeting Wednesday, October 15, 2025 6:00pm PST
- XI. Motion approved: Adjournment at 7:07 pm PST

Action Items

- President Bascetta to notify any potential schedulers of final selection.
- Treasurer Spencer and Member Fisher to do recap of Swap/Sale.

Board Attendance

- ✓ Sara Bascetta, President
- ✓ Tom Spencer, Vice President
- ✓ Jeremy Wheeler, Treasurer
- ✓ Annie Brown, Secretary
- ✓ Nick Balsimo
- ✓ Matt Fisher
- ✓ Bill Thexton
- ✓ Nick Balsimo

Leadership & Team

- ✓ Allison Knoll, Fundraising
- ✓ Jacklyn Guerin, Uniform Coordination
- ✓ April Hocking, Registrar
- ✓ Nick Knoll, Safe Sport
- ✓ Bri Hills, Social Media
- ✓ James Allan, Parent
- ✓ Jeremy Guerin, Parent