

**Hibbing Chisholm Youth Hockey Association Board Meeting**

**Memorial Building Canteen**

**400 East 23rd Street**

**Monday, September 17, 2018**

**6:00pm**

**AGENDA**

- 1. Meeting Called to Order**
- 2. Approval of the September Agenda**
- 3. Approval of the August Minutes & Evotes**
- 4. President's Report**
- 5. Coaching Report**
- 6. Fundraising/Gambling Committee Expansion**
- 7. Financial Report**
- 8. Executive Director Report**
- 9. Arena Report**
- 10. Grant Writing Report**
- 11. Concessions Report**
- 12. Building Committee Report**
- 13. Old Business**
- 14. New Business**
- 15. Adjournment**

**Hibbing Chisholm Youth Hockey Association Minutes from September 17<sup>th</sup>,  
2018 Memorial Building Canteen, 6pm**

**Meeting Called to order at 6:00pm on 9/17/2018**

**Board Members Present:** Dan Vidmar, Rally Hess, Tom Dicklich, Jen Boben, Brittany Fisher, Jr Albrecht, Brian Perpich

**Absent:** Pete Hyduke , Joe Gabardi

**Members of Association Present:** Heather Drews

**Agenda:** Tom Dicklich made the motion to approve the agenda as presented. Dan Vidmar seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

**Minutes & E-Votes:**

Dan Vidmar made the motion to approve the September 2018 minutes as presented. Jen Boben seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

**Presidents Report / Coaching Committee:** See attached report  
Rally Hess gave the report.

Rally presented the revised scheduling policy to the board. Jr Albrecht asked if post season play would be counted in the numbers and Rally stated they would not.

Brian Perpich asked about a coach/referee being on ice and if the game would count if he was referee during the game. Rally Hess stated as long as the game clock is running and you are a certified referee it would count.

Brian Perpich made the motion to approve the revised scheduling policy. JR Albrecht seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

October 6th from 10am-12pm is try girls hockey for free day

Rally Hess made the motion to allow the \$200.00 budget for girls hockey day. Dan Vidmar seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Tom Dicklich asked if we could make the \$200.00 for girls hockey day a line item for the future. Brian Perpich said he would categorize it.

Brian Perpich asked about sign sponsors that have not paid and the protocol for that. Rally Hess stated that this would be the last year that Scott Allison's assistant would be keeping a spreadsheet of that and if anyone was interested in doing so for next year.

Rally also stated that all sanctioned practices it is now mandatory for the coaches to be wearing helmets. Failure to do so would according to USA HOCKEY is a 30 day suspension.

Tom Dicklich made the motion to approve the President's / Coaching Committee report, seconded by Dan Vidmar. THE MOTION CARRIED UNANIMOUSLY.

**Fundraising/Gambling Committee Expansion:** Tom Dicklich asked if Boomtown was a actual sponsor of the raffle.

**Treasurer's Report:**

See attached report.

Brian Perpich gave the report.

Tom Dicklich made the motion to approve the Treasurer's report, seconded by JR Albrecht. THE MOTION CARRIED UNANIMOUSLY.

**Executive Director Report:** See attached report.

Heather Drews gave the report.

Rally Hess made the motion to offer the concession stand manager job to Theresa Boyer with the role descriptions and stipulations that stated. Tom Dicklich seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Tom Dicklich asked Heather Drews to have Theresa Boyer turn in a log of her hours.

Dan Vidmar asked Heather Drews about cutting learn to skate to 45min. Heather stated she would ask the coaches.

Dav Vidmar said he was asked by Phil McDonald to see about getting the mites & mini's jersey's earlier than last year.

Brian Perpich made the motion to approve the Executive Directors report, seconded by Tom Dicklich. THE MOTION CARRIED UNANIMOUSLY.

**Arena Report:** Nothing to report

**Building Committee Report:** JR Albrecht gave the report. See attached report.

Dan Vidmar made the motion to approve the Building Committee's Report. Seconded by Jen Boben. THE MOTION CARRIED UNANIMOUSLY.

**Concessions Report:** nothing to report  
Talked about this during Heather's report.

**Grant Writing Report:** nothing to report

**Old Business:** Nothing new to report.

**New Business:** Tom Dicklich asked about the Dick Sporting Goods Grant. He also suggested that in the future it would be nice to have bags of pucks, laces, helmet repair kits and mouthguards for traveling team made up in kits for the coaches.

**Adjournment:** Brian Perpich made a motion to adjourn the meeting at 7:23 pm, and was seconded by Tom Dicklich. THE MOTION CARRIED UNANIMOUSLY.

# HIBBING CHISHOLM

YOUTH HOCKEY

## President's Report August, 2019

- Boy's Coaching Committee met on 8/22, next meeting 9/26
  - Traveling team coaches workshop 10/13 10-noon
    - Review systems and philosophy
    - Review importance of parent meetings
    - Approach to dealing with parent issues
  - Reviewed scheduling policy (seeking board approval)
- Girl's Coaching Committee did not meet, next meeting 12/12 (quarterly)
  - Girls Hockey Day October 6
    - 2 hrs of ice time in Chisholm
    - \$200 budget for food and supplies (seeking board approval)
- Grant Writing Committee did not meet
  - Hard divider boards received and available in Chisholm, some assembly needed
- Fundraising committee did not meet
  - Raffle date changed from Feb 15 to Feb 22
  - Revised raffle permit submitted to City and State
  - Nicole Polcher coordinating with Boomtown for drawing and ordering prizes
- District 12 meeting attended 8/27
  - Districts Feb 15-17
  - Regions Mar 1-3
  - State Mar 15-17
  - Hibbing will host 12UB regions
  - Official fees increased \$4-\$5/hr at each level, mileage rate increased to \$0.50/mi
  - Referee clinics available second and fourth weekends in October across the Range
  - Youth hockey vs. Girls hockey in Minnesota
  - Coaches must wear helmets and can be suspended for 30 days from all USA Hockey activities if not in compliance
- District scheduling meeting 9/27

*Submitted by Rally Hess*

# HIBBING CHISHOLM

YOUTH HOCKEY

## Scheduling Policy

The Fairgrounds Arena is owned and operated by the Hibbing Chisholm Youth Hockey Association (HCYHA). The arena's intended purpose is to facilitate a positive hockey experience for the association's internal and external customers including youth players, association members, fans, staff, coaches, volunteers, opposing teams, referees and vendors. The scheduling of ice time in this facility for the HCYHA teams should generally align with USA/Minnesota Hockey, age specific guidelines and maintain fairness and equity to every extent possible. HCYHA will do its best to follow these guidelines, however, circumstances such as ice availability, game scheduling opportunities, travel, and multiple other variables could impact the association's ability to meet these guidelines in all circumstances. The Executive Director is the designated scheduler for the association who is to be advised by the HCYHA Coaching Committee on matters relevant to hockey player development.

## Scheduling Rules:

- The Association recognizes the priority that a child's education takes over extracurricular activities and as such the Association's practice schedule shall not conflict with regular school schedules.
- A complete, up-to-date association schedule will be available electronically to all members
- For the purposes of this policy, "games" are defined as any organized playing of hockey where referees control the play and a game clock is used. This includes in house scrimmages.
- Teams of similar age (and gender where possible) will share ice sessions where necessary to conserve on ice utilization
- Premium and less desirable ice times shall be shared equitably where possible
- All schedule change requests will be routed to the Executive Director for approval
- Outdoor ice usage is encouraged for all levels, weather permitting
- Bantams/14U schedules shall target the following:
  - 60-70 practice sessions per season
  - 5-6 ice sessions per week
  - 75-minute practice sessions are targeted
  - 35-45 games per season
  - 5-6 month season
  - Ice sessions should not go later than 10 PM
  - 2 away tournaments and 1 home tournament per season
  - Additional tournaments may be added with unanimous parent consent to cover cost and board approval
- Pee wee/12U schedules shall target the following:
  - 45-55 practice sessions per season
  - 4-5 ice sessions per week
  - 60 minute practice sessions are targeted
  - 30-40 games per season
  - 5-6 month season
  - Ice sessions should not go later than 9 PM
  - 2 away tournaments and 1 home tournament per season
  - Additional tournaments may be added with unanimous parent consent to cover cost and board approval
- Squirt/10U schedules shall target the following:
  - 40-50 practice sessions per season
  - 3-4 ice sessions per week
  - 60 minute practice sessions are targeted
  - 20-25 games per season
  - 4-5 month season

# HIBBING CHISHOLM

YOUTH HOCKEY

- Ice sessions should not to go later than 8 PM
- 1 away tournament and 1 home tournament per season
- Additional tournaments may be added with unanimous parent consent to cover cost and board approval
- Mite/8U schedules shall target the following:
  - 40 practice sessions per season
  - 2-3 ice sessions per week
  - 45-60 minute practice sessions
  - 20 half-ice games per season
  - 4 month season
  - Ice session should not to go later than 7 PM
  - 1 away jamboree and 1 home jamboree per season
  - One additional tournament may be added with unanimous parent consent to cover cost and board approval
- Mini Mite/6U schedules shall target the following:
  - 30-35 practice sessions per season
  - 2-3 ice sessions per week
  - 45-50 minute practice sessions
  - 10-15 cross-ice games per season
  - 4 month season
  - Ice sessions should not to go later than 7 PM
  - 1 away jamboree and 1 home jamboree per season
  - One additional tournament may be added with unanimous parent consent to cover cost and board approval

These rules will serve as guidelines for the Executive Director and team managers in the scheduling process and exceptions may only be granted by the HCYHA Board of Directors. Regular scheduling conflicts that arise will be settled by the Executive Director.

**Treasurer's Report – August FY19**

**Accounts**

**Fundraising**

Beginning balance	\$127,619.14
Ending balance	\$127,664.99

Notes: No major changes.

**General Fund**

Beginning balance	\$69,223.07
Ending balance	\$93,148.87

Notes: Total income \$48,250.84 income vs \$ 42,630.67 Budget

In August, we were slightly over budget \$5,620.17. We received \$30,676.69 for tournament income vs budget of \$17,479.13. In addition, we received \$7,351.68 for Fall Registration compared to budget of \$12,025.40 and fundraising income was \$1,650.00 vs budget of \$4,778.43. The other minor difference was \$224.76 over budget-- received for winter registration.

Total expenses \$39,374.12 vs budget of \$28,722.09

In August, expenses were under budget by \$5,031.86. We expensed \$3,362.26 for Arena operations vs budget of \$3,149.60—largely due to getting the Zamboni blades sharpened. Team expenses were under budget by \$4,153.59—due to timing/tournament registration, under budget by \$621.94 on fundraising expense, and under budget of \$468.99 for depreciation and other tournament expenses.

**Other**

YTD we are above budget by \$43,805.54 of net income. We are over budget on income by \$23,315.05 and under budget on expenses by \$20,490.49. On the income side YTD—we are \$7,302.10 over on fundraising, down \$2,478.89 on registration (mainly due to lower than expected fall registration, and up \$18,491.84 on tournament income (our tournaments are filling earlier than expected).

On the expense side, we are under budget largely due to the fact that we budgeted \$25k for Chisholm ice rental in July of this calendar year due to two payments made in the prior fiscal year (one was made in July of 2017 and one was made in May of 2018). We do still plan on having this expenditure, but not until May of 2019. We are over \$1,265.90 of expense on arena expenses due to timing, over \$219 on supplies for concessions, over \$1,488.93 on additional fundraising expense, and over \$1,535.68 on tournament registrations.

*Respectfully submitted by Brian Perpich 9/17/18*

September 17, 2018

## Executive Director Report

### I. 2016-2017 Past Due Accounts

#### A. 1 family remains

1. \$520 – Has made one \$50 payment since June.

### II. 2017-2018 Past Due Accounts

#### A. Past Due Fees and Raffle dollars

1. 3 families have past due accounts
  - a. Bantam A - \$500
  - b. Bantam B - \$606
  - c. U12/Mite - \$500 (plus \$120 for DIBS)

#### B. Unfulfilled DIBS Hours

1. 32 families did not complete DIBS hours (All have been invoiced twice)
2. 21 have paid with 11 remaining: \$1782

### III. 2018-2019 Season Items

#### A. 2018-2019 Home Tournament Current Registration

Date	Level	Possible Teams	Registered Teams	Spaces Left	Last season
Oct 26-28	Bantam A Scrimmages	12	10	2	8
Nov 9-11	PWA Scrimmages	■	■	■	6
Nov 16-18	Bantam B Scrimmages	6	3	3	6
Nov 16-18	PWB Scrimmages	8	6	2	8
Nov 30-Dec 2	U10B Tournament	■	■	■	8
Nov 30-Dec 2	U12B Tournament	8	5	3	8
Dec 7-9	Squirt B Tournament	■	■	■	16
Dec 14-16	PWB Tournament	■	■	■	12
Jan 4-6	PWA Tournament	16	14	2	12
Jan 11-13	Bantam A Tournament	■	■	■	12
Jan 18-20	Bantam B Tournament	12	9	3	12
Jan 26-27	8u Jamboree	TBD	3	TBD	
Feb 8-10	Mite Jamboree	16	6	TBD	
Feb 8-10	Mini Jamboree	16	6	TBD	

# HIBBING CHISHOLM

YOUTH HOCKEY

## B. Away Tournament Plans

Level	Tournament	Dates	Count	Cost	Revenue	Net	Notes
Bantam A	Home Scrimm	Oct 26-28	1	\$ -	\$ -	\$0	NA
Bantam A	Thief River Falls	Nov. 30 - Dec. 2	1	\$ 900	\$ -	\$900	Check Req Sent 6/26
Bantam A	Warroad	Dec 21-23	1	\$ 800	\$ -	\$800	Check Req Sent 7/11
Bantam A	Home Tournament	Jan. 11-13	1	\$ -	\$ -	\$0	NA
Pewee A	Home Scrimm	Nov. 9-11	1	\$ -	\$ -	\$0	NA
Pewee A	Detroit Lakes	Dec 14-16	1	\$ 1,100	\$ -	\$1,100	Reg
Pewee A	Bemidji	Dec 28-30	1	\$ 895	\$ 350	\$1,245	Reg
Pewee A	Home Tournament	Jan 4-6	1	\$ -	\$ -	\$0	NA
Bantam B	Home Scrimm	Nov 16-18	1	\$ -	\$ -	\$0	NA
Bantam B	Duluth	Dec. 28-30	1	\$ 1,400	\$ -	\$1,400	Check Req Sent 6/26
Bantam B	Home Tournament	Jan. 18-20	1	\$ -	\$ -	\$0	NA
Bantam B	Lakeville Cougar Classic	Feb 8-10	1	\$ 1,100	\$ -	\$1,100	Check Req Sent 6/26
Pewee B	Home Scrimm	Nov 18-19	1	\$ -	\$ -	\$0	NA
Pewee B	Home Tournament	Dec 14-16	1	\$ -	\$ -	\$0	NA
Pewee B	Brainerd	Jan 4-6	1	\$ 1,200	\$ -	\$1,200	Check Req Sent 6/26
Pewee B	Roseau	Jan 25-27	1	\$ 700	\$ 375	\$1,075	Check Req Sent 7/11
Squirt	Home Tournament	Dec 7-9	4	\$ -	\$ -	\$0	NA
Squirt	Bemidji	Jan 25-27	2	\$ 750	\$ 220	\$1,940	Paid less gate fees
Squirt	Duluth	Jan 25-27	2	\$ 925	\$ -	\$1,850	Registered
Squirt	Greenway	Feb 18-10	2	\$ 650	\$ -	\$1,300	Registered
Squirt				\$ -	\$ -	\$0	Not Reg
Squirt	Virginia Tournament	Feb 22-24	1	\$ 750	\$ -	\$750	Registered
Mites	Home Tournament	Feb 8-10	4	\$ -	\$ -	\$0	NA
Mites						\$0	
Mites						\$0	
Mini Mites	Home Tournament	Feb 8-10	4	\$ -	\$ -	\$0	NA
Mini Mites						\$0	
12UB	Home Tournament	Nov 30-2	1	\$ -	\$ -	\$0	NA
12UB	Breezy Point Tournament	Nov 16-18	1	\$ 1,400	\$ -	\$1,400	Paid
12UB	Armstrong Cooper	Jan 18-20	1	\$ 1,193	\$ -	\$1,193	Paid
10UB	Home Tournament	Nov 30-2	1	\$ -	\$ -	\$0	NA
10UB	Grand Rapids	Feb 1-3	1	\$ 1,400	\$ -	\$1,400	Reg
8U/6U	Home Tournament	Jan 26-27	2	\$ -	\$ -	\$0	NA
8U/6U						\$0	
TOTAL						\$18,653	

## C. Season Player Registration

Total Count	93
U12	3
U10	2
U8	11
Squirts	12
All Mites	41
Pewees	12
Bantams	12
Goalies	6

- D. Practice and game scheduling has commenced. Everything scheduled has been sent to SportsEngine. Traveling team managers have been sent open game slots.
- E. Concession Stand Manager – Additional applications received with none qualified except for Theresa Boyer.
- F. Arena Attendant role has been posted on our Website and on Facebook. Applications are coming in.
- G. District 12 Scheduling Meeting for Bantams and Peewees is scheduled for 6 PM, September 24 @ Miners.

#### IV. 2018 Fall Skills

##### A. Registration Numbers:

<u>All LTS</u>	19
<u>Intro to Girls Hockey</u>	14
<u>Intro to Power Skating</u>	20
<u>Power Skating</u>	19
<u>Goalie School</u>	9
<u>Skills for Bantams/HS Girls</u>	19
<u>Skills for PW/U12</u>	9
<u>Skills for Squirts/U10</u>	13
<u>Skills for Mites</u>	24
<u>Skills for Mini Mites</u>	14

#### V. Other business

- A. Dick's Sporting Goods \$1000 grant was spent this past weekend
  1. Shin guards, gloves, helmets, helmet repair kits, socks, hockey bags.
  2. Some money left to buy breezers.
- B. Try Hockey for Free Day is November 10.

# Building Committee Report

9-17-2018

1. List of expenses thus far

Becker arena products \$1,719.64 Door latches, hardware, stantions

Mesabi Glass \$1,100.00 Penalty box glass

Range Glass \$636.00 Polycarbonate ( sponsor sign covers)

Fastenal \$161.61 Beam tape

Adam Morse \$170.99 Upstairs speaker ( warm seating area)

Steve Oberstar \$100.00 Electrical permit and inspection ( entryway heater)

L&M Supply \$204.92 Miscellaneuous hardware, nuts, bolts and painting supplies

Lowe's \$91.16 Lumber

CARQUEST \$123.14 box of scotch brite pads and disposable gloves (puck mark removal) spray paint and lacquer thinner for painting metal braces

Radko \$18.59 Bearings for exhaust fan

Total \$4,326.05

Furin & Shea ice sponsorship \$600.00? In trade for welding of exhaust fan shroud, metal bracing for boards, spacer plates and turn buckle brackets for equipment storage door.

Total \$4,926.05

## 2. List of finished projects

- Visitor player's box door fixed. New studs, top plate and plywood replaced from when Zamboni hit the door last season
- Home player's box door hardware tightened
- Player's entry door to arena ice new hinges installed. Old hinges were worn out.
- Water leak in Zamboni room fixed. Valve was leaking
- Loose screws were replaced around the arena's dasher boards
- New speaker installed in warm seating area.
- Penalty box enclosed
- West exhaust fan fixed and reinstalled
- Cracked sponsor sign covers replaced
- Zamboni doors replaced
- Shelving built in new equipment storage area.

## 3. Projects being worked on

- Miscellaneous painting being done
- Equipment storage area. Sub-floor is finished and rubber belting was cut and put into place, door is in and operational. Rink board bracing needs to be completed

## 4. Projects that have not been started

- Arena ceiling. Some tape needs to be reapplied, the tape used last year did not hold where it was stuck to the beams. Only two beams were taped, the tape will not stick in places.
- Arena lights. Four lights need bulbs replaced (possibly ballast also)
- Electrical Outlet. Power is needed for the new speaker upstairs
- Ice edger has a major oil leak
- Zamboni hydraulic leak