



**CCHA Board of Directors Meeting**

**April 12, 2020**

**Virtual/Webex – 7:00 pm**

**Call to Order**

- a. Roll Call

**Meeting Attendees:**

x	Dana Savoie	x	Jess Kutz	x	Mike Colleran
x	Becky Herrmann	x	Jessica Gieska	x	Nick Bigelbach
x	Beth Johnson	x	Jessica Reinhardt	x	Pete Vidmar
x	Brad Smeed	x	Joe Seibert		Rachel Scofield
x	Brian Lawler	x	Jon Johnson		Rachel Thunberg
	Chris Brandt		Josh Redding	x	Ryan Herrmann
x	Chris Parrington	x	Josh Schmieg	x	Tim Conyard
x	Dan Dimminnie	x	Julie Eklund		Ty Uhlenkamp
x	Elizabeth Rodgers		Katie Vann	x	Zac Zalewski
x	Erica Hunter		Kelly Olson		
x	Greg R	x	Kevin Kurtt		
	Holly Tchida	x	Mark Heinert		
	Jen Rasmussen		Matt McCoy		
	Jenny Spalding	x	Michelle TeBrake		

**Consent Agenda**

**Standard Agenda**

*Key Volunteer Reports*

- Key Discussion Topics
  - Welcome & Introductions
    - New & Current Volunteers
  - Vote in new Board Members – 2 Year Term
  - 9 New: All Unanimously Approved; No Disagreement
  - Approve new Key Volunteers: All Unanimously Approved; No Disagreement
  - 3 Roles not yet filled

**New Board Members**

Secretary  
 Squirt Commissioner  
 Lower Level Boys  
 VP Hockey  
 Upper Level Girls  
 PeeWee Comm

**Candidates**

Becky Herrmann  
 Mark Heinert  
 Zac Zalewski  
 Jon Johnson  
 Joe Seibert  
 Pete Vidmar



Jr. Gold Commissioner  
Mite Commissioner

Timothy Conyard  
Jessica Reinhardt

- Appoint Key Volunteer Roles:

<b>Key Volunteer Roles</b>	<b>Candidates</b>
Sponsorship Chair	Brad Smeed
SafeSport	Jessica Gieseke
Special Events Coordinator	Michelle TeBrake
Team Manager Coordinator	Erica Hunter
Golf/Hoopla	Elizabeth Rodgers
Apparel Coordinator	Becky Herrmann
Recruiting	Not Filled
Stormhaws	Not Filled
Sponsorship Chair PM	Not Filled

- Next Steps for Transition:
    - Transition Email Boxes
    - Contact the individual who held the role previously for key responsibilities and milestones (Change Account ownership.
    - Engage Matt McCoy (CCHA Webmaster cchockey.org) as needed.
    - Please do not forward to personal email accounts in line with non-profit guidelines.
    - No official policies in place re: changing passwords.
- \*\*\*\*\*FOLLOW UP ITEM\*\*\*\*\*

- Stormhawk Awards – Virtual Event
  - Proposed pre-recorded Event with Drawing
  - Proposed posting to YouTube; Privacy settings available
  - Communication: 4/21/2020
  - Recording to occur over the weekend to be posted next week
  - Estimated 200+ eligible to be included in the drawing
  - Printed certificate versus electronic versions to be sent to eligible players without available printer due to cost
  - Tune in next Monday night!
- Nicklasson Apparel Status - Chris Parrington
  - Request for termination of contract sent
  - Agreement of termination provided paid in full
  - Negotiation in process for settlement/full termination of 3-year contract in place within 1 week (4/27/2020)
  - Intent to work on new vendor relationship
- CCHA End of Season Player Feedback – Brad Smeed
  - Emails sent requesting player feedback to transition



- CCHA Coach/Team Feedback – Dana/Matt
  - Survey with SportsEngine with goal to distribute: Friday 4/24
- Apparel/Equipment Vendor Selection Process – Dana Savoie, Becky Herrmann, Chris Parrington, Chris Brandt
  - Wide (20) versus narrow (2-3) scope in apparel selection
  - Suggestion made to 2-5 vendors for bid process (Apparel and jerseys may be considered separately).
  - 1 selection per all 10 team(s) feedback in last season
  - Include representation from Event(s): Michelle TeBrake, Joe Seibert, Beth Johnson (as needed), Erica Hunter
  - Board vote required
  - Tim offered side help/perspective
  - Include lower-levels in procurement process discussions
- Golf Tournament – Elizabeth Rodgers
  - Current Date: June 26<sup>th</sup>, 2020; restrictions and budget considerations
  - Potential New Dates due to COVID-19: September 10<sup>th</sup> or September 17<sup>th</sup> (will need to decide by Early May) which may increase golfer volume
  - Move forward with Thursday September date(s); 17<sup>th</sup> preferred
  - Fundraising and income to be accounted and budgeted for in discounted fees/equipment
- Raffle Update – Rachel/Dana
  - Increase in \$4,000+
  - 2020 Raffle Net Profit: \$54,222.46
  - 2019 Raffle Net Profit: \$50,309.00
- Hockey Development Committee Updates
  - Open Positions- Brian Lawler: interviewing open candidate
  - Process for appointing new roles and determine number of each type of role
  - Email communication to be sent by Dana requesting interest be sent to email boxes by May 1<sup>st</sup>
  - Determine long-term plan (with younger players and high-level hockey experience) and Mite thru Bantam candidate solutions
- Paid Coaches: Bantam AA/PeeWee AA/12A
  - Discussions to occur off-line regarding paid (approximately) for \$4,000 (Bantam AA) and \$3,500 (PeeWee AA), \$3,200 (12A)
  - Discuss Rules of Engagement and Best Practices; Non-Parent paid Staff
  - Executive Board to discuss with HDC to determine alignment within approximately 10 days
- CCHA Ice Update
  - Southwest Christian (Home Rink) playing at Chaska Community Center and impacts to CCHA Ice Availability with growth consideration
  - Additional information provided for review for Ice Time Schedule
  - Ice Expansion Committee impact with dues impact and growth rate consideration
- Volunteer Hours Update – Kelly
  - Awarded Hoopla hours
  - More to come next meeting with cashed checks/finalized numbers
  - Final summary to be provided to the Board in May
- Summer Planning Meeting – Virtual or In Person
- Treasury Update-Josh



- Start to plan for changes to budget
- Hoopla Budget: Mark/Julie to inquire how to operationalize
- Team numbers: make up for team(s) to mirror 2019? Review prior years' registration.
- Hoopla Concessions outstanding: Please submit invoices by 6/1
- No significant player expenses anticipated for 7/1 at this time
- If any changes or considerations are needed, please notify Josh
- Scholarship Fund: Considerations for budget/planning due to COVID-19
  - Scholarship accounting to be accounted for, IE: HDC, Income(s), Equipment, Goalie development, Coaches
  - Dana to follow up on D6 or Fundraising opportunities
  - Emergency funds available? Grants available?
  - Charitable gambling?
- TBD HOLD- Potential Date: Wednesday, June 17<sup>th</sup> (Dana's House)
- Brick City Planning- Beth Johnson
- Open Roles to fill: Outstanding
- Meeting Closure

#### Key volunteer reports/Board Member Updates

- Matt McCoy (Webmaster)
- Michelle TeBrake (Photo & Meeting Room Coordinator) / Becky Hermann (new – included in Secretary role)
  - Email [photomtg.coordinator@cchockey.org](mailto:photomtg.coordinator@cchockey.org) for room reservations
- Beth Johnson (Brick City)
- Kevin Kurtt, Katie Vann (Communications/Social Media)
- Rachel Thunberg, Michelle TeBrake, Jenn Rasmussen (Hoopla) / Elizabeth Rodgers (new)
- Rachel Thunberg, Michelle TeBrake, Jenn Rasmussen (Golf Tournament) / Elizabeth Rodgers (new)
- Jessica Kutz (Registrar)
- Holly Tchida (Recruiting) / TBD
- Communications/Marketing/Branding - Kevin Kurtt/Katie Vann
- Julie Eklund (ice coordinator)
- Ty Uhlenkamp (SafeSport) / Jessica Gieseke (new)
- Chris Brandt (Equipment)
- Kelly Olson (Volunteer coordinator)
- Jenny Spalding (Team Manager Coordinator) / Erica Hunter (new)
- Michelle TeBrake (Special Events Coordinator) – New Role 2020
- Rachel Scofield (Raffle)
- Lindsay Yates (Concessions)
- VP Hockey – Brad Smeed / Jon Johnson (new)
- VP Administration – Chris Parrington
- Treasurer – Josh Schmieg
- Secretary – Becky Herrmann (new)
- Lower Mite Commissioner – Jon Johnson / Zac Zalewski (new)
- Upper Mite Commissioner – Mark Heinart / Jessica Reinhardt (new)
- Lower U Commissioner – Holly Tchida
- Upper U Commissioner – Mike Colleran / Joe Seibert (new)



- Squirt Commissioner – Ryan Herrmann / Mark Heinert (new)
- Pee wee Commissioner – Nick Bigelbach / Pete Vidmar (new)
- Bantam Commissioner – Dan Diminnie
- Jr. Gold – Josh Reding / Tim Conyard (new)