



# Coon Rapids Youth Hockey Association

## Purpose

To capture meeting agenda items, action items, and motions (key decisions) from monthly Board Meetings. Meetings are held on the last Sunday of each month at 7pm at Coon Rapids Ice Center. Minutes are taken by the Secretary unless otherwise noted.

## CRYHA Board Meeting

<b>DATE:</b> March 20, 2024
<b>TIME:</b> 7:00pm (called to order at 7:07pm)
<b>LOCATION:</b> CRIC Conference room

## Participants

<input checked="" type="checkbox"/> Kelly Traynor, President	<input type="checkbox"/> Jessica Ables, Vice President
<input checked="" type="checkbox"/> Holly Bachman, Treasurer	<input checked="" type="checkbox"/> Kristin Hultquist, Secretary
<input type="checkbox"/> Youth Traveling Director	<input checked="" type="checkbox"/> Stacey Johnson, Girls Traveling Director
<input checked="" type="checkbox"/> Nick Hanzlik, House/Mite Director	<input checked="" type="checkbox"/> Dan White, Recruiting and Retention
<input checked="" type="checkbox"/> Joe Carlin, Traveling Coaching Director	<input checked="" type="checkbox"/> Jeremy Johnson, Player Representative
<input type="checkbox"/> Deb Pulskamp, Fundraising/Volunteer Coordinator	<input type="checkbox"/> Jessica Morgan, Communications Coordinator
<input checked="" type="checkbox"/> Corrie Niska, Mite Coaching Coordinator	<input checked="" type="checkbox"/> Missy Walicke, Tournament Coordinator
<input checked="" type="checkbox"/> Perry Troyer, Equipment Manager	<input checked="" type="checkbox"/> Tia DuHamel, Sponsorship Coordinator
<input type="checkbox"/> Mandi DeGrote, Registrar	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
<input type="checkbox"/> Brian Alphin, Ice Scheduler	
<i>*Non-voting members are designated with a grey highlight and yellow highlight if the position is vacant.</i>	



# Coon Rapids Youth Hockey Association

## Agenda items & meeting minutes

See Motions Made section for motion details on Agenda Items noted with an \*

Topic	Board Member	Agenda Items
<b>Attendance</b>	Kristin Hultquist	Roll call
<b>Agenda *</b>	Kelly Traynor	March 2024
<b>Prior Month Minutes *</b>	Kelly Traynor	February 2024
<b>President's Report</b>	Kelly Traynor	<ul style="list-style-type: none"> <li>• A complaint was made that was settled per CRYHA, Complaint was forwarded to D10, and they agreed with CRYHAs determination.</li> <li>• Members have expressed interest in open positions-were invited to attend annual meeting.</li> </ul>
<b>Gambling Committee</b>	Kelly Traynor Sue Erickson Todd Bushy Kristin Hultquist	<ul style="list-style-type: none"> <li>• Reviewed/discussed the following:               <ul style="list-style-type: none"> <li>◦ Completeness and accuracy of: All deposits, game records, game counts/audits, raffles, and financial statements.</li> </ul> </li> <li>• Accounting:               <ul style="list-style-type: none"> <li>◦ Reviewed/confirmed: every aspect of the Coon Rapids Youth Hockey Gambling Fund.</li> </ul> </li> </ul>
<b>Gambling Report *</b>	Gambling Manager	<ul style="list-style-type: none"> <li>• Significant Changes: NA</li> <li>• Gambling Sources (sources, sites, upcoming events, etc.)</li> <li>• Employees (new/terminated/resigned): N/A</li> <li>• Donations (amount/to whom): N/A</li> <li>• Process and Controls:</li> <li>• Identified Risks: N/A</li> <li>• Compliance (rules, regulations, star rating):               <ul style="list-style-type: none"> <li>◦ 4 Star rating</li> <li>◦ First compliance review in 5 years currently in progress</li> </ul> </li> <li>• Annual Audit (preparation, status, presentation):               <ul style="list-style-type: none"> <li>◦ Completed, zero findings, noted only 2 prize receipts not doctored</li> </ul> </li> <li>• Gambling Financial Review:               <ul style="list-style-type: none"> <li>◦ February 2024 gambling activities and related expenses *</li> <li>◦ March 2024 estimated gambling activity and expenses *</li> </ul> </li> <li>• Misc:               <ul style="list-style-type: none"> <li>◦ Chanticlear creating their own branded pool tab</li> </ul> </li> </ul>



## Coon Rapids Youth Hockey Association

Topic	Board Member	Agenda Items
<b>Treasurer Report *</b>	Holly Bachman	<ul style="list-style-type: none"><li>• Significant Changes: None</li><li>• Revenue Sources: N/A</li><li>• Employees (new/terminated/resigned)- N/A</li><li>• Process and Controls-N/A</li><li>• Identified Risks- N/A</li><li>• Annual Audit (preparation, status, presentation)- N/A</li><li>• Operating Budget Review-February 2024 Financial Statement*</li></ul>
<b>Mite Director Report</b>	Nick Hanzlick	<ul style="list-style-type: none"><li>• D10 asking for feedback from this season</li><li>• Working on Spring JCC</li><li>• Working on next season teams with Corrie (Mite Coaching Coordinator)</li><li>• Mite STP: 12 Hours of ice time and will run Mid July-August</li></ul>
<b>D10 Report</b>	Jessica Ables	<ul style="list-style-type: none"><li>• N/A</li></ul>
<b>Admin Committee</b>	Jessica Ables	<ul style="list-style-type: none"><li>• N/A</li></ul>
<b>Hockey Ops Committee</b>	Stacey Johnson	<ul style="list-style-type: none"><li>• Discussed survey feedback</li></ul>
<b>Follow Up Items</b>	Tia DuHamel	<ul style="list-style-type: none"><li>• Holly (Treasurer) confirmed Tia can receive sponsorship payments for next season</li><li>• Will be using sponsor, Famous Daves, to cater End of Season party</li></ul>
<b>Adjourned</b>	Kelly Traynor	<ul style="list-style-type: none"><li>• Time: 7:49</li></ul>



# Coon Rapids Youth Hockey Association

## Motions Made

Agenda Topic/Agenda Item	Motion By	Motion Seconded	Opposed?	Motion Pass?
<b>Agenda-</b> March 2024	Perry Troyer	Kristin Hultquist	No	Yes
<b>Meeting Minutes-</b> February 2024	Perry Troyer	Joe Carlin	No	Yes
<b>Treasurer Report-</b> February 2024 Financial Statements	Joe Carlin	Perry Troyer	No	Yes
<b>Gambling Report-</b> February 2024 Gambling Activities/Related Expenses	Kristin Hultquist	Perry Troyer	No	Yes
<b>Gambling Report-</b> April 2024 Estimated Gambling Activity and Expenses	Perry Troyer	Kristin Hultquist	No	Yes
<b>Gambling Report-</b> February 2023 Gambling Activity Comparison	Perry Troyer	Kristin Hultquist	No	Yes
<b>Adjournment-</b> March 2024 Board Meeting	Holly Bachman	Perry Troyer	No	Yes

## Supporting Documents

List the supporting documents presented during the meeting for documentation purposes.



### Coon Rapids Youth Hockey Association

Balance Sheet  
As of February 29, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
11800 Spire Savings Account	96,805.58
11810 Spire Main Checking Account	132,616.57
<b>Total Bank Accounts</b>	<b>\$229,422.15</b>
<b>Total Current Assets</b>	<b>\$229,422.15</b>
Fixed Assets	
1600 Fixed Asset Furniture	6,150.00
1610 Furniture & Fixtures	650.00
<b>Total Fixed Assets</b>	<b>\$6,800.00</b>
Other Assets	
1650 Accumulated Depreciation	(6,800.00)
<b>Total Other Assets</b>	<b>\$ (6,800.00)</b>
<b>TOTAL ASSETS</b>	<b>\$229,422.15</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
30000 Opening Balance Equity	281,823.49
32000 Unrestricted Net Assets	(151,785.07)
Net Revenue	99,383.73
<b>Total Equity</b>	<b>\$229,422.15</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$229,422.15</b>