



# 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> July 28, 2024
<b>TIME:</b> 7:00pm (called to order at 7:06pm)
<b>LOCATION:</b> CRIC Conference room

## Participants

<input checked="" type="checkbox"/> Kelly Traynor, President	<input checked="" type="checkbox"/> Tia DuHamel, Vice President
<input checked="" type="checkbox"/> Holly Bachman, Treasurer	<input checked="" type="checkbox"/> Kristin Hultquist, Secretary
<input checked="" type="checkbox"/> Stacey Johnson, Youth Traveling Director	<input type="checkbox"/> Dave Schmidt, 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 checked="" 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 type="checkbox"/> Perry Troyer, Equipment Manager	<input checked="" type="checkbox"/> Ashley Arntson, Sponsorship Coordinator
<input type="checkbox"/> Brian Morgan, Registration	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
<input type="checkbox"/> Tim Matsch, Ice Scheduler	

*\*Non-voting members are designated with a grey highlight and yellow highlight if the position is vacant.*



# 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: 7:06pm
<b>Agenda *</b>	Kelly Traynor	July 2024
<b>Prior Month Minutes *</b>	Kelly Traynor	June 2024
<b>President &amp; D10 Reports</b>	Kelly Traynor	<ul style="list-style-type: none"> <li>• NA-No D10 meeting for the month</li> </ul>
<b>Treasurer Report *</b>	Holly Bachman	<ul style="list-style-type: none"> <li>• Significant Changes: None</li> <li>• Revenue Sources:               <ul style="list-style-type: none"> <li>○ Gambling, Mite STP, Youth STP, Misc. Donations &amp; Sponsorships</li> </ul> </li> <li>• Employees (new/terminated/resigned):</li> <li>• Process and Controls: N/A</li> <li>• Identified Risks: N/A</li> <li>• Annual Audit (preparation, status, presentation):</li> <li>• Operating Budget Review:               <ul style="list-style-type: none"> <li>○ June 2024 Financial Statement*</li> </ul> </li> </ul>
<b>Gambling Committee</b>	Sue Erickson Kelly Traynor 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 CRYHA 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):</li> <li>• New Hires: Josephina Strandien, Desiree Tienter, Kaylene Grui</li> <li>• Terminated: Joclyne Thompson, Tracy VanWagner</li> <li>• Donations (amount/to whom):               <ul style="list-style-type: none"> <li>○ Suggested donation to CRYHA: \$20K</li> <li>○ Suggested donation to St. Francis Youth Hockey \$10.5K</li> </ul> </li> <li>• Process and Controls: N/A</li> <li>• Identified Risks: N/A</li> <li>• Compliance (rules, regulations, star rating):               <ul style="list-style-type: none"> <li>○ 4 Star rating</li> </ul> </li> <li>• Annual Audit (preparation, status, presentation): N/A</li> <li>• Gambling Financial Review:               <ul style="list-style-type: none"> <li>○ June 2024 gambling activities and related expenses *</li> <li>○ July 2024 estimated gambling activity and expenses *</li> </ul> </li> <li>• Misc:               <ul style="list-style-type: none"> <li>○ Cash &amp; Inventory Annual Audit for Dept. of Revenue</li> </ul> </li> </ul>



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<b>Mite Director Report</b>	Nick Hanzlick	<ul style="list-style-type: none"><li>• Mite camp</li><li>• Never too late camp would like list from Coon Rapids that registered for camp, and would like someone on site to visit with families to answer questions on last day at their parent meeting.</li><li>• Turned away 3 kids for using invalid addresses for camp- adjusting sign up on website.</li><li>• Working through Jamborees for older Mites</li></ul>
<b>Admin Committee</b>	Tia DuHamel	<ul style="list-style-type: none"><li>• Wrapped up second jersey sizing-all Squirts complete</li><li>• Planning JCC items</li><li>• Ashley locking in sponsors</li><li>• Season kickoff party</li><li>• Kelly blocking off jersey numbers for players who might move up to Squirts</li></ul>
<b>Hockey Ops Committee</b>	Stacey Johnson Dave Schmidt	<ul style="list-style-type: none"><li>• Setting up tournaments</li><li>• Working on setting up outside scrimmages</li><li>• Working on getting coaches for the '24-'25 season.</li><li>• STP going well:<ul style="list-style-type: none"><li>○ Bantam, Peewees and 15-U playing together is not ideal. Will find a work around for next year.</li></ul></li></ul>
<b>New Business</b>		<ul style="list-style-type: none"><li>• NA</li></ul>
<b>Good &amp; Welfare</b>		<ul style="list-style-type: none"><li>• NA</li></ul>
<b>Adjourned</b>	Kelly Traynor	<ul style="list-style-type: none"><li>• Time: 7:48pm</li></ul>



## Coon Rapids Youth Hockey Association

### Motions Made

Agenda Topic/Agenda Item	Motion By	Motion Seconded	Opposed?	Motion Pass?
<b>Agenda-</b> July 2024	Joe Carlin	Dan White	No	Yes
<b>Meeting Minutes-</b> June 2024	Joe Carlin	Dan White	No	Yes
<b>Treasurer Report-</b> June 2024 Financial Statements	Joe Carlin	Dan White	No	Yes
<b>Gambling Report-</b> June 2024 Gambling Activities/Related Expenses	Joe Carlin	Dan White	No	Yes
<b>Gambling Report-</b> August 2024 Estimated Gambling Activity and Expenses	Nick Hanzlick	Dan White	No	Yes
<b>Gambling Report-</b> June 2023/2024 Gambling Activity Comparison	Nick Hanzlick	Dan White	No	Yes
<b>Motion:</b> Donation from Gambling to CRYHA: \$20K	Joe Carlin	Dan White	No	Yes
<b>Motion:</b> Donation from Gambling to St. Francis Youth Hockey: \$10.5K	Nick Hanzlick	Joe Carlin		
<b>Adjournment-</b> May 2024 Board Meeting at pm	Joe Carlin	Holly Bachman	No	Yes

### Supporting Documents

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



# Coon Rapids Youth Hockey Association



## Coon Rapids Youth Hockey Association

Balance Sheet

As of June 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
11800 Spire Savings Account	136,854.63
11810 Spire Main Checking Account	115,804.37
<b>Total Bank Accounts</b>	<b>\$252,659.00</b>
<b>Total Current Assets</b>	<b>\$252,659.00</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>\$252,659.00</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	122,620.58
<b>Total Equity</b>	<b>\$252,659.00</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$252,659.00</b>



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