

CLHA BOARD MEETING AGENDA

Monday, February 12th 2018

Board Members:

*(in attendance= *italics)*

**President-Ted Garvey*

Vice President-Chris Phelps

**Secretary-Sarah Dassner*

**Treasurer-Sara Nelson*

**ACE Coordinator-Brady Peterson*

**Director of Operations / Equipment-Chad Lindberg*

Director of Business Operations-Vacant

Additional Board Members:

**Advisor-Jen Starkey*

**Assistant Treasurer-Kristen White*

**Registrar-Sara Johnson*

**Web Coordinator-Jen Starkey*

**In-House Tournament Director-Jon Shandley*

Fundraising Coordinator-Jamie Kelley

**Outdoor Ice Coordinator-Alex Pohlman*

**Ice Schedule Coordinator-Dan Swanson*

**Director of Youth Hockey-Keith Wilmer*

**Director of Girls Hockey-Jason Aarnio*

Mite Director-Pat LeVasseur

**Goalie Coordinator-Geoff Pawlenty*

Team Manager Coordinator-Shelley Wilmer and Audrey Edson

SKATE Coordinator-Robbin Aherns

**DIBS Coordinator-Tara Jacobson*

AGENDA:

- Call to Order: 7:00
- Review of Agenda: 7:02-7:05
 - Add Alex Pohlman – Director of Outdoor Facilities
 - Remove non-parent coach definition – move to March
- Review/approval of last meeting minutes: 7:05-7:10
- Treasurer's Report and Association bills to be paid – Sara N.: 7:40
 - Filed 1099s online
 - Hasn't closed jersey account yet
 - \$29365.12 put in money market account
 - need to go into bank to close account
 - Current balance \$111,000, \$40,000 left in expenses
 - \$14,000 ice, \$10,000 to D10, goalie reimbursement, raffle winners, paid coaches
 - \$11,000 positive for the year
 - Used 499 hours of ice so far, targeting 600 hours total
 - Need to save some hours in case teams go to regions

- still scheduling practices for all team
- Squirts and U10 should have outdoor practices schedule
- teams can schedule own outdoor ice time, need to tag outdoor ice and team
- create event instead of game
- Motion: Brady
- Second: Chad
- New Business:
 - 4.—Need parents to flood
 - asst coaches need to do 2 flooding credits
 - work credits on website say 2 dibs credits need to be flooding
 - B Mites are assigned a week
 - B2 Squirts are assigned this week
 - Teams that are scheduled need to flood
 - managers need to schedule teams for a week – Jen will email Manager Coordinators to coordinate with managers.
Will have them send out email to have teams sign up for DIBS this weekend
 - Alex requested that Dan schedule ice time, he has not yet.
 - if families purchased gun raffle tickets it wasn't specified that they wouldn't need to flood. Could have been better communication on this. Told they fulfilled Dibs.
 - flooding can be added as DIBS credits for other families to fulfill DIBS
 - 1 flooding = 1 credit, 2 floodings required
 - motion to change policies and procedures for Dibs
 - next board meeting – Tara can provide recommendation to change wording and we will vote at next board meeting.
 - work agreement starts April 1
 - U12 (Centennial) players not required to complete DIBS
 - Tara sent out email with lists and got responses that people thought they completed DIBS but didn't get credits
 - managers need to figure out DIBS for each team
 - everyone gives a check, and once DIBS are completed then check is shredded
 - tournament DIBS – Anoka needs penalty box workers for regions
 - for PW B2 tourney – scorebook/announcer and clock
 - D10 provides everything except
CL needs to provide scorebook/announcer and clock
 - teams provide penalty box
 - do not send out Regions credits
 - Sarah D send out email with # of dibs left, 50 available, checks will be cashed
 - Tara will update DIBS to be specific to Scorebook/announcer or Clock
 - Sarah D send out email to those who have not completed Dibs
 - Next season, can we add \$200 through SE instead of check – Sara N and Sara J to have call with SE
 - Need \$ before tryouts

- 2.—Sponsorship policy – Advisor – 30 min – 7:15-7:45 –
 - should come from someone who is staying on the board – Jen is leaving so thinks it should be pushed out, Sara N is interested in being part of it, but not taking over
 - Sarah D send out message that Mike resigned and position is available
- 3.—~~Non-parent coach definition—DYH Move to next month~~
 - a.—~~Parent of player at different level~~
 - b.—~~Coaches outside of association~~
 - c.—~~Either DIBS or stipend, due at \$200 check payment due date~~
- 4.—Need to determine how much to reimburse coaches for classes and modules – DYH
 - Should we put a price cap per coach?
 - Sara J researched some associations who did squirt and up, but did not reimburse for mite level
 - do we need to define how many coaches get credits for DIBS, but don't show up for practices?
 - policy has already been changed to only allow 4 coaches on bench
 - head coach or level coordinator decides which 4 get credits
 - Keith to propose at March meeting what the cap should be, and add to policies and procedures
 - need pre-approval for level 4
 - fees are increasing and less tax deductible, so more reimbursement
- 5.—Peewee B2 reimbursement for scrimmages / tournament fee for cancelled tournament due to level change from B1 to B2
 - team received \$300 back of \$600 from tourney
 - no more new Richmond tourneys
 - motion to reimburse B2 PW for up to \$600 for cancelled tournament
 - motion: Brady
 - second: Sara N
- 6.—Value Statements – President – 15 minutes
 - value statements – should be refreshed or format changed.
- 7.—Outdoor Flooding Credits (see previous discussion)— Pohlman
- 8.—Discussion regarding U8 hours having fewer hours than mites and could end up with less than budgeted. Request to reimburse for hours not scheduled. Total hours may have been affected by U8s not wanting specific days for practices. CLHA not sent to D10 scheduling meeting. Ice Scheduler felt they would meet their budget by season end.
 - U8s would like reimbursement to families for shortage of hours – (Sara N) total is \$900 split between 13 girls, would like to provide as credit for next season
 - Brady made a motion to credit each U8 player \$75 towards next season registration
 - Second: Sara N
 - Chad declined to vote because his daughter is on the team
 - Further discussion took place regarding the information that was currently available. Some board members requested additional information before approving a refund. Dan was asked to provide the

total ice hours for the U8s at March meeting, and then further discussion can take place.

- Ted asked Sarah D if she was ready to vote and she responded “Nay”, requesting additional data at the March meeting before approving a refund. This was a misunderstanding, as Sarah D thought that the vote was already taking place because there had been a motion, and Brady and Sara N were both in favor. However, the intent of Ted’s question was actually asking if the board was ready to vote, and took the response as Sarah D is not ready to vote, rather than a vote against the motion.
- Ted did not vote on the motion.
- Brady motion to officially move U8 under mite director, so mite director will become mite/U8 director (entire mite and mini mite program). Will rewrite description of in-house and traveling. Jen will write up bylaw change to be voted on at next meeting.
 - needs to be added to bylaws and voted on in March meeting
- in house 3-on-3 tourney wk of Feb 26
- bantam refund for not going to districts – if we are going to break down the matrix then we will need to look into every aspect of it
- most teams will go over their budgeted ice touches.
- Dan will send out spreadsheet breakdown of hours per team – will send out report for March meeting
- the HS games noon and 2PM games made it very difficult to schedule association practices and youth games on Saturdays. Next year, there won’t be many or any noon and 2PM games.
- Rental agreements will need to be signed with the rink going forward.

9.—Ted

- scam email
 - Thanks to Sara J for getting email out to let everyone know about scam email
 - coming from another email – not Ted’s actual gmail
- thanks to Sarah D and Tara for getting DIBS out
- need to get email out for voting and non-voting positions
 - Director of Youth Hockey – open
 - Director Outdoor Facilities – open
 - Director of Hockey Operations – open
 - Director of Business Operations – currently open-Board vote
 - President – open
 - Treasurer – open but Sara will rerun
 - Most positions are membership elected
 - Mite Director – submit application and board voted
 - Jen will draft email for Sarah D to send out to association

40-Bylaw changes

- Change Director of Boys Hockey to Director of Youth Hockey
 - no change to role, only change to wording
 - motion to change all references from boys to youth – Jen Starkey

- Second: Brady
- Eliminate advisor position all together – talked about “Sunsetting” this role at a previous meeting.
 - advisor is there to update bylaws/ P&P (done) and ensure they are followed
 - appointed position
 - Updates could be covered by the officers – President, VP, Secretary, Treasurer going forward
 - Position also entails advising the board on corporate matters
 - Jen, Keith and Ted available to help out when there are questions.
 - Discuss at next meeting no decision at this time

- Old Business:

- Open Forum:
 1. Propose moving March Board Meeting 1 week later to avoid conflict with spring break. Ted requests full attendance from all voting and non-voting board members

- Agenda for following month:
 1. Voting for Open Board Member Positions

Meeting Adjourned: 9:25 PM
motion to end: Aarnio
second: Brady