

**Hibbing Chisholm Youth Hockey Association**

**Board Meeting**

**Memorial Building Canteen**

**400 East 23<sup>rd</sup> Street**

**Monday, February 20<sup>th</sup>, 2017**

**6:00 PM**

**AGENDA**

- 1. Meeting Called to Order**
- 2. Approval of the February Agenda**
- 3. Approval of the Minutes**
- 4. President Report**
- 5. Coaching Report**
- 6. Treasurer Report**
- 7. Executive Director Report**
- 8. Officials Report**
- 9. Fundraising Report**
- 10. Grant Writing Report**
- 11. Arena Manager Report**
- 12. Volunteer/Concessions Report**
- 13. Old Business**
- 14. New Business**
  - a. Extra tourney policy?**
  - b. Jersey order for next year**
  - c. Association wide clothing/warm ups**
  - d. Summer hockey camp/dryland**

## 15. Adjournment

**Hibbing-Chisholm Youth Hockey Board Meeting: January 16<sup>th</sup>, 2017 Memorial Building Canteen, 6pm**

**Board of Directors Present:** Rally Hess, Mike Sanborn, Heather Drews, Nicole Anderson Rachel Delich-Sullivan, Tom Dicklich, Shane McKinlay, Pete Hyduke, JR Albrect

**Absent:** Joel Carlson(sick)

**Members of Association Present:** John Horvath, Pete Kaim

Rally called the meeting to order at 600pm

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

**Minutes & E-Votes:** Pete made a motion to approve the minutes of the November 21<sup>st</sup>, 2016 meeting. Mike seconded the motion. Note December meeting cancelled because of the holidays. THE MOTION CARRIED UNANIMOUSLY.

**Presidents Report/ Coaching Committee:** See attached report.

- Taxes done by Fort & Co. Report attached
- Mission statement to be revisited
- \$1500 donation made to HCYHA
- USA Hockey Club excellence board members need to register, safe sport, and background check.

Coaching committee: Boys: met 645p on January 11<sup>th</sup> at Memorial Building discussed PWA parent conduct issue at game.

Girls: met 430p on January 5<sup>th</sup> at Memorial Building U10 Little Falls tourney dropped because of practice to game ratio. On January 9<sup>th</sup> parent meeting was held to address concerns.

Motion by Rachel, second by Pete.

MOTION CARRIED UNANIMOUSLY

**Treasurer Report:** postponed until next meeting

**Executive Director Report:** Heather gave E.D. report. See attached report.

DIBS to be reconfigured for next year

Spring programs to be set up

Motion made by Rachel Second by Tom. MOTION CARRIED UNANIMOUSLY

**Officials Report:** Shane reports he has 4-5 new refs

**Fundraising Report:** RLP set

**Grant Writing Report:** need more grant writers

**Arena Manager Report:** new tire put on zamboni

**Old Business:** none

**New Business:** February 24-26 VFW Tourney.

Motion made to host VFW tourney at Fairgrounds Arena February 24-26 at a bid of \$650. Motion made by Mike Second by Tom. MOTION CARRIED UNANIMOUSLY

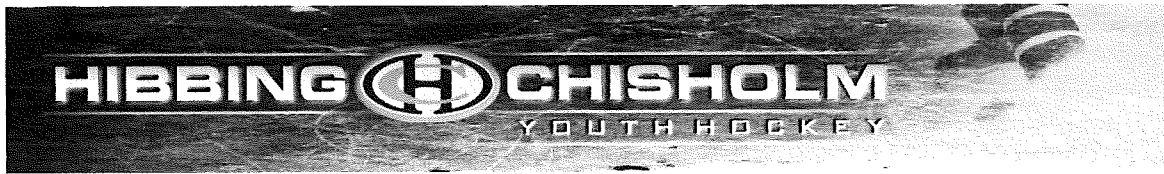
Add jersey discussion to agenda

**Adjournment:** Pete made a motion to adjourn the meeting. Tom seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Nicole Anderson

HCYHA Secretary



## **President's Report February 20, 2017**

- Mission statement – revisit at next board retreat
  - “TO MAKE HOCKEY AVAILABLE TO ALL YOUTH IN HIBBING, CHISHOLM, AND SURROUNDING COMMUNITIES DESIRING TO PLAY.”
- Cloquet/VFW tournament situation
- Policy for volunteer hours with non-typical family situations
- USA Hockey Club Excellence Outstanding Items
  - Board members must register as volunteers, complete SafeSport, and background checks
  - Club Excellence Board Positions
  - SafeSport Coordinator Role
- Boy's Coaching Committee did not meet
- Girl's Coaching Committee did not meet
- Resignation of Joel Carlson
- Open board seat
- Open treasurer's seat

*Submitted by Rally Hess*



## Treasurer's Report – November FY16-17

### Accounts

#### Fundraising

Beginning balance	<b>\$62,679.68</b>
Ending balance	<b>\$58,330.09</b>

Notes: \$1,425.43 Golf Tournament expense, \$2,228.72 Law Enforcement Tournament Expense.

#### General Fund

Beginning balance	<b>\$124,128.74</b>
Ending balance	<b>\$143,003.86</b>

Notes: Total income \$73,851.37 vs. budget of \$54,800.00

In November we received \$4,397.81 vs. \$0.00 budgeted concessions income, \$1,225.00 vs. \$2,000.00 budgeted donations-signage, \$52,700.00 vs. \$20,000.00 budgeted fundraising raffle income, \$8,693.51 vs. \$20,000.00 budgeted winter registration, \$687.00 vs. \$300.00 budgeted advertising income & \$6,094.57 vs. \$10,000.00 budgeted entry fees.

Total expenses \$33,442.87 vs. budget of \$34,666.11

In November we spent \$0.00 vs. \$2,500.00 budgeted arena maintenance expense, \$90.00 vs. \$0.00 budgeted total coaching expense, \$808.90 vs. \$659.00 budgeted total ice sheet & related expense, \$3,087.44 vs. \$3,022.75 budgeted total insurances expense, \$352.80 vs. \$863.00 total professional fees expense, \$669.79 vs. \$1,286.08 total misc. expense, \$5,569.06 vs. \$5,057.92 total payroll expense, \$1,996.00 vs. \$154.50 total repairs expense, \$1,563.29 vs. \$731.08 budgeted total supplies general expense, \$2,603.50 vs. \$2,000.00 budgeted utilities, \$16,149.50 vs. \$17,951.08 budgeted total arena operation expense, \$2,556.35 vs. \$3,322.50 budgeted total concessions expense, \$1,193.87 vs. \$1,146.58 budgeted on depreciation expense, \$4,279.15 vs. \$2,691.25 budgeted total fundraising expense, \$2,164.00 vs. \$4,501.20 budgeted on total tournament expense, \$7,100.00 vs. \$4,501.67 budgeted total traveling fee expense.

### Other

A new finance committee developed the FY16-17 operating with limited information. We will continue to see budget to actual variances throughout the fiscal year as a result of the assumptions made in the budget.



6 month review (June – November 2016)

Total income                      \$267,576.16 vs. budget of \$216,000.00

We are currently ahead of income projections by \$51,576.16.

In the past 6 months we received \$5,132.31 vs. \$0.00 budgeted concessions income, \$4,350.00 vs. \$9,700.00 budgeted donations-signage, \$61,700.00 vs. \$50,000.00 budgeted fundraising raffle income, \$24,225.00 vs. \$17,000.00 budgeted golf tournament income, \$4,335.00 vs. \$2,000.00 budgeted law enforcement tournament income, \$94,648.21 vs. \$79,800.00 budgeted total fundraising income, \$17,491.96 vs. \$16,500.00 budgeted fall/spring registration income, \$1,022.40 vs. \$900.00 budgeted summer registration income, \$64,003.31 vs. \$65,950.00 budgeted winter registration income, \$82,517.67 vs. \$83,350.00 budgeted total registration income, \$687.00 vs. \$900.00 budgeted advertising income, \$84,542.97 vs. \$51,000.00 budgeted entry fees income, & \$85,542.97 vs. \$53,100.00 budgeted total tournament income.

Total expenses                      \$106,613.20 vs. budget of \$136,042.98

We are currently behind expense projections by \$29,429.78.

In the past 6 months we spent \$5,670.06 vs. \$4,580.00 budgeted arena maintenance expense, \$14,028.80 vs. \$8,900.00 budgeted Chisholm ice rental expense, \$1,771.00 vs. \$2,090.00 budgeted total coaching expense, \$808.90 vs. \$1,293.00 budgeted total ice sheet & related expense, \$6,717.40 vs. \$6,521.50 budgeted total insurances expense, \$2,872.31 vs. \$5,180.00 total professional fees expense, \$4,283.20 vs. \$8,546.48 total misc. expense, \$11,913.33 vs. \$17,847.52 total payroll expense, \$1,996.00 vs. \$927.00 total repairs expense, \$5,359.34 vs. \$4,386.48 budgeted total supplies general expense, \$4,678.19 vs. \$8,900.00 budgeted utilities, \$58,522.63 vs. \$71,430.48 budgeted total arena operation expense, \$2,756.35 vs. \$3,564.00 budgeted total concessions expense, \$7,163.25 vs. \$6,879.48 budgeted depreciation expense, \$0.00 vs. \$6,390.00 budgeted fundraising raffle expense, \$12,462.76 vs. \$9,300.00 budgeted golf tournament expense, \$5,018.37 vs. 3,850.00 budgeted law enforcement tournament expense, \$18,393.13 vs. \$21,646.50 budgeted total fundraising expense, \$4,039.00 vs. \$5,740.20 budgeted on total tournament expense, \$15,588.54 vs. \$19,226.34 budgeted total traveling fee expense.



## Treasurer's Report – December FY16-17

### Accounts

#### Fundraising

Beginning balance	<b>\$58,415.53</b>
Ending balance	<b>\$56,860.51</b>

Notes: \$402.18 Golf Tournament expense, \$1,152.84 Law Enforcement Tournament Expense.

#### General Fund

Beginning balance	<b>\$172,922.56</b>
Ending balance	<b>\$100,350.76</b>

Notes: Total income \$13,287.97 vs. budget of \$31,800.00

In December we received \$4,161.05 vs. \$7,750.00 concessions income, \$1,750.00 vs. \$300.00 budgeted donations-signage, \$0.00 vs. \$10,000.00 budgeted fundraising raffle income, \$172.00 vs. \$700.00 budgeted total miscellaneous income, \$1,889.54 vs. \$0.00 budgeted fees, \$4,265.38 vs. \$6,000.00 budgeted winter registration, \$750.00 vs. \$50.00 budgeted advertising income & \$300.00 vs. \$5,000.00 budgeted entry fees.

Total expenses \$58,073.76 vs. budget of \$34,402.11

In December we spent \$2,731.40 vs. \$300.00 budgeted arena maintenance expense, \$80.00 vs. \$900.00 budgeted total coaching expense, \$0.00 vs. \$634.00 budgeted total ice sheet & related ed expense, \$716.44 vs. \$699.75 budgeted total insurances expense, \$3,035.43 vs. \$1,064.00 total professional fees expense, \$6,775.10 vs. \$5,057.92 total payroll expense, \$533.68 vs. \$731.08 budgeted total supplies general expense, \$6,389.20 vs. \$7,000.00 on utilities, \$21,032.13 vs. \$18,554.08 budgeted total arena operation expense, \$4,026.65 vs. \$2,044.50 budgeted total concessions expense, \$1,193.87 vs. \$1,146.58 budgeted on depreciation expense, \$6,978.00 vs. \$0.00 jersey expense, \$15,209.02 vs. \$4,746.25 budgeted total fundraising expense, \$6,300.31 vs. \$4,232.20 budgeted on total tournament expense, \$3,333.78 vs. \$3,664.67 budgeted total traveling fee expense.

### Other

A new finance committee developed the FY16-17 operating with limited information. We will continue to see budget to actual variances throughout the fiscal year as a result of the assumptions made in the budget.



## Treasurer's Report – January FY16-17

### Accounts

#### Fundraising

Beginning balance	<b>\$56,860.51</b>
Ending balance	<b>\$75,170.50</b>

Notes: \$21,621.00 Law Enforcement Tournament Income, \$53.37 Golf Tournament expense, \$7,007.64 Law Enforcement Tournament Expense.

#### General Fund

Beginning balance	<b>\$128,249.92</b>
Ending balance	<b>\$73,714.91</b>

Notes: Total income \$39,589.66 vs. budget of \$28,650.00

In January we received \$2,011.00 vs. \$6,750.00 concessions income, \$0.00 vs. \$0.00 budgeted donations-signage, \$6,551.00 vs. \$10,900.00 budgeted fundraising raffle income, \$2,343.00 vs. \$550.00 budgeted total miscellaneous income, \$5,336.51 vs. \$2,000.00 budgeted winter registration, \$750.00 vs. \$50.00 budgeted advertising income & \$740.15 vs. \$5,000.00 budgeted entry fees, \$1,727.15 vs. \$5,450.00 total tournament income.

Total expenses \$50,646.66 vs. budget of \$55,873.11

In January we spent \$19.97 vs. \$300.00 budgeted arena maintenance expense, \$499.00 vs. \$500.00 budgeted total coaching expense, \$0.00 vs. \$634.00 budgeted total ice sheet & related expense, \$645.78 vs. \$699.75 budgeted total insurances expense, \$950.00 vs. \$1,063.00 total professional fees expense, \$6,832.07 vs. \$5,057.92 total payroll expense, \$315.50 vs. \$731.08 budgeted total supplies general expense, \$5,885.12 vs. \$5,000.00 on utilities, \$15,823.81 vs. \$16,478.08 budgeted total arena operation expense, \$3,132.35 vs. \$2,744.50 budgeted total concessions expense, \$1,193.87 vs. \$1,146.58 budgeted on depreciation expense, \$2,867.00 vs. \$0.00 jersey expense, \$14,161.01 vs. \$21,227.25 budgeted total fundraising expense, \$12,285.95 vs. \$10,098.20 budgeted on total tournament expense, \$1,182.67 vs. \$4,164.67 budgeted total traveling fee expense.

### Other

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February 20, 2017

## Executive Director Report

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- I. Tournament Update
  - A. Remaining Home Tournaments
    - 1. Mite/Mini Mite Jamboree and VFW Tournament is all that remains.
- II. Final weeks of the regular season have been scheduled
  - A. Last day of ice at the FG is Friday, March 3.
  - B. Chisholm ice is available for HCYHA use beginning March 6.
- III. Spring Program starts March 12, all events in Chisholm.
  - A. Goalie School: 8
  - B. Learn to Skate 1: 9
  - C. Learn to Skate 2: 7
  - D. Intro to Power Skating: 12
  - E. Power Skating: 14
  - F. Skills/Scrimmage for Bantams/HS Girls: 3
  - G. Skills/Scrimmage for Peewees/U12: 4
  - H. Skills/Scrimmage for Squirts/U10: 11
  - I. Skills/Scrimmage for Mites/8U: 6
  - J. Skills/Scrimmage for Minis/8U: 10
  - K. Skills for HS Boys: 0
  - L. Scrimmage for HS Boys: 0
- IV. Past Due Accounts – How should these be handled?
- V. Meetings to be scheduled at season end
  - A. Team Managers Lessons Learned
    - 1. Include DIBS discussions
  - B. Concession Stand Review
  - C. Arena Tac List Meeting