



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

DATE: April 28, 2024
TIME: 7:00pm (called to order at 7:01 pm)
LOCATION: 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 checked="" 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"/> Ashley Arntson, Sponsorship Coordinator
<input checked="" type="checkbox"/> Brian Morgan, Registration	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
<input type="checkbox"/> Tim Matsch, Ice Scheduler	Guests: Todd Bushy, Erik Trepanier, Mandi DeGrote

Notes, the following were in attendance for the first 20 minutes of the meeting for consideration of appointed positions: Jessica Ables-Registration, Ashley Arnston-Sponsorship, Maddie Trepanier-Shadow Treasurer, Brian Morgan-Registration, Pam Kimpling-Registration, Tim-Ice Scheduler (not in attendance), Kevin Martner-Sponsorship, Dave Schmidt-Girls Traveling Director (Not in Attendance),

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



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Agenda items & meeting minutes

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

Topic	Board Member	Agenda Items
Attendance	Kristin Hultquist	Roll call: 7:01
Agenda *	Kelly Traynor	April 2024
Prior Month Minutes *	Kelly Traynor	March 2024
President's Report	Kelly Traynor	<ul style="list-style-type: none"> • Open Appointed Positions: Voting in new members* • Still in talks about co-oping with SLP all the way down to Mites. Board will need to vote on contract. High schools will co-op. SE needs to be contacted so both accounts can be mirrored - Jess Morgan will look into this. Initial contract meeting 4/29 • Presidents Meeting: <ul style="list-style-type: none"> ○ Bantams having 120 minutes for games-discussion to changing to 90 minutes-Will vote on 5/6 meeting ○ Suggested adding more time to Pee-Wee, U15, U12 games ○ U15 changing tryouts to match when high school does theirs
Treasurer Report *	Holly Bachman	<ul style="list-style-type: none"> • Significant Changes: None • Revenue Sources: <ul style="list-style-type: none"> ○ Gambling, Sponsorships, Misc. Donations • Employees (new/terminated/resigned)- <ul style="list-style-type: none"> ○ Maddie Trepanier-Possible Treasure Shadow for '24-'25 Season • Process and Controls-N/A • Identified Risks- N/A • Annual Audit (preparation, status, presentation)- N/A • Operating Budget Review: <ul style="list-style-type: none"> ○ March 2024 Financial Statement*
Gambling Committee	Kelly Traynor Sue Erickson Todd Bushy Kristin Hultquist	<ul style="list-style-type: none"> • Reviewed/discussed the following: <ul style="list-style-type: none"> ○ Completeness and accuracy of: All deposits, game records, game counts/audits, raffles, and financial statements. • Accounting: <ul style="list-style-type: none"> ○ Reviewed/confirmed: every aspect of the Coon Rapids Youth Hockey Gambling Fund.



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Topic	Board Member	Agenda Items
Gambling Report *	Gambling Manager	<ul style="list-style-type: none"> • Significant Changes: NA • Gambling Sources (sources, sites, upcoming events, etc.) <ul style="list-style-type: none"> ○ MC Garage: Huge response for those interested in working Bingo. Interviewed numerous individuals and will start hiring Monday. Bar to open 5/6. Pull tabs will now be a booth instead of behind a bar. Approval for construction in estimated expenses. • Employees (new/terminated/resigned): <ul style="list-style-type: none"> ○ Robynn Gehring-Terminated ○ Jessica Kottsick-New Hire • Donations (amount/to whom): <ul style="list-style-type: none"> ○ Suggested donation to CRYHA of \$35K* ○ Suggested donation to Fire & Police Safety Camp for 4th and 5th graders of \$1K* • Process and Controls: N/A • Identified Risks: N/A • Compliance (rules, regulations, star rating): <ul style="list-style-type: none"> ○ 4 Star rating ○ Compliance Review: Finding- Handwritten prize slip at Chanticlear that did not have the time redeemed written on it. Another finding is how Mair is reporting deposits made in one month. Mair has disputed this in other Compliance reviews he has done. Sites passed review. Noted that we are a well-run gambling organization. ○ Workers Comp Audit: Waiting for quarterly payroll report to be completed first from payroll company. • Annual Audit (preparation, status, presentation): N/A • Gambling Financial Review: <ul style="list-style-type: none"> ○ March 2024 gambling activities and related expenses * ○ May 2024 estimated gambling activity and expenses * • Misc: <ul style="list-style-type: none"> ○ Buffalo Wild Wings Update: Must go to the next city council meeting 5/7
Mite Director Report	Nick Hanzlick	<ul style="list-style-type: none"> • Working on getting JCC & STP stood up • JCC fliers will be going out to schools 4/29 • Passed on Wild Little Mites



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D10 Report	Kelly Traynor	<ul style="list-style-type: none">• Earlier emails upfront for Mites• Intermediate nets must be used for Mites for '24-'25 season• Registration Meeting 5/19 in Rogers at 6pm.• If you are co-oping badge requests need to be requested for all teams not just one• Signs offs will be completed earlier• Board registrations need to be completed by 9/30 for Safe Sport and Background Check• Ref mite program was successful• Tournaments need to be submitted by 5/1-CRYHA will not be hosting any tournaments for the upcoming season• Game Sheet needs contract for the next season-paying 75% of fee; Following year 100%
Admin Committee	Tia DuHamel	<ul style="list-style-type: none">• Looking ahead at tasks to help Hockey Ops for the '24-'25 season• Updating verbiage for registration policies and guidelines• Tia & Holly to meet to discuss budgeting• Looking at dates for season kick off parties-looking at grants for funding• Jersey sizing for summer-SPL does not let kids keep jerseys, they need to return at the end of the year. More discussion surrounding the co-op with SLP will need to happen• USA Hockey Conference 5/4
Hockey Ops Committee	Stacey Johnson	<ul style="list-style-type: none">• Met with FIT to give feedback: Inquired about goalie training with them and possibly bringing in the mites• Asked Justin to send proposal for Girl's Training-Matching what they do for the boys
New Business	Perry Troyer Sue Erickson	<ul style="list-style-type: none">• Funding for extra equipment: training aides & goalie gear for mites-Will vote next board meeting 5/19.• Authorize Michelle Clark & Sue Erickson to open new bank account at First Bank and Trust, located in East Bethel, MN*
Good & Welfare	NA	
Adjourned	Kelly Traynor	<ul style="list-style-type: none">• Time: 8:57



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Motions Made

Agenda Topic/Agenda Item	Motion By	Motion Seconded	Opposed?	Motion Pass?
Agenda- April 2024	Perry	Nick	No	Yes
Meeting Minutes- March 2024	Perry	Nick	No	Yes
Election of Open Appointed Position: Equipment Manager: Perry Troyer	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Girls Traveling Director: Dave Schmidt	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Fundraising/Volunteer Coordinator: Deb Pulskamp	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Communications Coordinator: Jessica Morgan	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Tournament Coordinator: Missy Walicke	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Sponsorship Coordinator: Ashley Arnston	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Registration: Brian Morgan	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Gambling Manager: Sue Erickson	Board Members	Board Members	Majority-More than 50%	
Election of Open Appointed Position: Ice Scheduler: Tim Matsche	Board Members	Board Members	Majority-More than 50%	
Treasurer Report- March 2024 Financial Statements	Kristin	Joe	No	Yes
Gambling Report- March 2024 Gambling Activities/Related Expenses	Kristin	Nick	No	Yes
Gambling Report- May 2024 Estimated Gambling Activity and Expenses	Perry	Joe	No	Yes



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Gambling Report- March 2023/2024 Gambling Activity Comparison	Dan	Nick	No	Yes
Motion: \$35K donation from Gambling to CRYHA	Kristin	Dan	No	Yes
Motion: \$1K Safety Camp donation from Gambling	Kristin	Dan	No	Yes
Motion: Authorizing Michelle Clark & Sue Erickson to open new bank account at First Bank & Trust in East Bethel	Nick	Dan	No	Yes
Adjournment- April 2024 Board Meeting	Holly	Dan	No	Yes

Supporting Documents

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



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Balance Sheet

As of March 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11800 Spire Savings Account	96,829.72
11810 Spire Main Checking Account	99,480.78
Total Bank Accounts	\$196,310.50
Total Current Assets	\$196,310.50
Fixed Assets	
1600 Fixed Asset Furniture	6,150.00
1610 Furniture & Fixtures	650.00
Total Fixed Assets	\$6,800.00
Other Assets	
1650 Accumulated Depreciation	(6,800.00)
Total Other Assets	\$ (6,800.00)
TOTAL ASSETS	\$196,310.50
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	281,823.49
32000 Unrestricted Net Assets	(151,785.07)
Net Revenue	66,272.08
Total Equity	\$196,310.50
TOTAL LIABILITIES AND EQUITY	\$196,310.50