



North Metro Youth Hockey Association

Financial Policy & Procedures for the 2020 – 2021 Hockey Season:

1. Late fee

- a. For all players that played for NMYHA (North Metro Youth Hockey Association) during the previous season, a \$50 early registration discount will be available when the online registration at www.nmyha.pucksystems.com takes place before the date indicated on the registration material.
- b. The \$56 MN Hockey & USA Hockey fees which need to be paid directly to USA Hockey will also need to be made by the date indicated on the registration material.

2. Registration fees

- a. Fees for registration are set each year by the NMYHA board of directors according to budget.
- b. The \$56 MN Hockey & USA Hockey fees will need to be paid directly to USA Hockey before registration will be accepted by NMYHA.
- c. The registration fees listed for NMYHA **do not** include the \$56 MN Hockey & USA Hockey fees that are to be paid directly to USA Hockey.
- d. At the time of registration for any NMYHA program, all outstanding prior year fees **must be paid** in full before registration will be accepted.
- e. Unless prior arrangements have been made with the treasurer of NMYHA, the first ½ of the registration fees and the mandatory fundraiser must be paid via a credit card or debit card when registration takes place at www.nmyha.pucksystems.com.
- f. Unless prior arrangements have been made with the treasurer of NMYHA, the second ½ of the registration fees will be charged to your credit card or debit card on November 1st of the current season. If this is not arranged or paid there will be an additional \$100 assessed.
- g. Registration fees will not be reduced or prorated if a player misses tryouts / evaluations or decides to register with NMYHA after the tryout / evaluation process.
- h. Any Jr. Gold players signing up after high school tryouts must pay in full at time of registration.
- i. Registration fees will not be reduced for any coach's fees that have been paid by the player's parents. See #11 below – coach's fees and reimbursements.
- j. Registration fees (Squirt/U10 and older) includes all post season (districts, regional & state) tournament entry fees.
- k. Jersey fees for players (Squirt/U10 and older) must be followed per registration procedures.

3. Registration fundraiser

- a. NMYHA has one mandatory fundraiser at registration, details can be found on the 2020-2021 registration form. A buy-out option for the fundraiser will be available. The amount to be paid for the fundraiser must be paid when registration is completed on-line.
- b. Profits raised through the mandatory fundraiser will be applied to the NMYHA general fund and will not be applied to individual accounts or team slush funds.
- c. Scholarship funds & discounts are not applied to the mandatory fundraiser. Those receiving scholarship funding or discounts must participate in the fundraiser.
- d. Jr. Gold players are exempt from participating in the mandatory fundraiser.

4. First year discount

- a. A one-time reduced registration fee of \$350 will be given to those first-year players who have not played for NMYHA or any other association. Please note exceptions below.
- b. The \$56 MN Hockey & USA Hockey fees will need to be paid directly to USA Hockey before registration will be accepted by NMYHA.
- c. First year players will need to participate in the first mandatory fundraising. See #3 above.



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5. Goalie discount

- a. Players registering as a goalie (Squirts / U10 through Bantam / U14) are eligible for a discount on their registration fees. The discount percentage is as follows:
 - i. Mites & U8 = no reduction in the registration fees
 - ii. Squirts & U10 = 70% reduction in the registration fees
 - iii. PeeWee & U12 = 15% reduction in the registration fees
 - iv. Bantam & U14 = 10% reduction in the registration fees
 - v. Jr Gold = no reduction in the registration fees
- b. If during the season, the player decides to not continue playing as a goalie, the entire discount amount must be paid to the association.
- c. The maximum number of goalies per team that will be eligible for the goalie discount is 2 (two). Hockey operations and the head coach will determine which 2 goalies will receive the discount.
- d. The discount amount allowed will be split evenly between the two payments made to NMYHA.
- e. NMYHA strongly encourages teams to allow goalies to "skate out" when not playing the goaltender position. At times this may not be possible due to team numbers or ability of player. NMYHA will leave that decision to the coaching staff.
 - i. Goalies in position to skate out must continue to fulfill their goaltender duties to receive the registration discount. If the player does not fulfill their goaltender duties as determined by the head coach the player must forfeit the goalie discount and pay the balance of funds due.

6. Goalie Equipment Rental Fees

- a. The annual rental fees for goalie equipment owned by NMYHA are as follows. Fees are due when the equipment is picked up.
 - i. \$15 - Chest Protector & neck guard
 - ii. \$15 - Leg Pads
 - iii. \$10 - Catcher
 - iv. \$10 - Blocker
- b. Goalies must supply skates, breezers, gender specific pads and helmets at traveling team levels
- c. All goalie equipment owned by NMYHA must be returned at the end of the season.

7. Slush Fund / Team Related Expenses

- a. Each team (Squirt/U10 and older) will develop a budget for anticipated team expenses which could include but may not be limited to tournament entry fees, tournament gate fees, team apparel, team meals, end of season party, etc.
- b. Unless arrangements have been made with the team manager, the budgeted slush fund payment is due to the team manager on the date that is communicated to the team.
- c. All deposits and team expenses must run through the team's NMYHA slush fund bank account.
- d. Team managers, board members and coaches with kids on the team are not exempt from paying their share of the slush fund.
- e. Refund checks will be issued at the end of the season which will divide up the unused balance equally.
- f. All funds remaining in the account at the end of the season will be treated as a donation to NMYHA.
- g. Team managers are responsible for the team checkbook/account and must return the checkbook along with an accounting of all deposits and expenditures no later than May 15th. The team manager's volunteer check will not be returned until the team checkbook is returned.
- h. NMYHA reserves the right to audit team checking accounts at any time during the year.
- i. Each player must donate at least \$10 to the SKATE banquet through their team's slush fund.



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8. Withdrawing from NMYHA

- a. A full refund of the registration fees will be honored if NMYHA does not have enough kids to host a team (i.e. Jr Gold, Girls U14, etc).
- b. A refund of the \$56 which was paid directly to USA Hockey at registration time will not be honored by NMYHA. You will need to contact USA Hockey directly to request a refund.
- c. For players withdrawing from NMYHA prior to tryouts or evaluations, 5% of the refund amount will be withheld to help cover costs associated with credit card payments.
- d. For those players who participated in tryouts or evaluations, \$150 will be withheld from the refund amount.
- e. After the mite evaluations are held, no refunds will be honored for kids playing at the Mite I, Mite II or U8 level. This is because those fees are heavily subsidized.
- f. If anything has been picked up for the first mandatory fundraising, a refund will not be honored.
- g. Slush fund refunds will be reduced by the dollar amount of any items purchased or for any expenses incurred on behalf of the player.
- h. Slush fund refunds will not be honored after December 1st.
- i. No refunds for the registration fees or the first mandatory fundraiser will be honored after the team's first practice.
- j. No refunds for the registration fees or the initial mandatory fundraiser will be honored for players expelled from the association for behavioral issues.
- k. The volunteer check will be returned once jerseys have been returned and all outstanding balances have been paid.

9. Players waiving in from another association

- a. Scholarship funding is not available for players waiving in from another association.
- b. The \$56 MN Hockey & USA Hockey fees will need to be paid directly to USA Hockey before registration will be accepted by NMYHA.
- c. Registration fees will not be reduced or prorated for any player waiving in from another association.
- d. Players waiving in from another association will be required to follow all rules, policies, & procedures defined by NMYHA including what is outlined in this document.

10. Players waiving out of NMYHA to play for another association

- a. The \$56 MN Hockey & USA Hockey fees must be paid to USA Hockey before the waiver will be signed by the President of NMYHA.
- b. All outstanding prior year fees must be paid in full before the waiver will be signed by the President of NMYHA.



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11. Coach's fees and reimbursements

- a. The \$86 USA/MN Hockey fee paid by rostered NMYHA coaches can be reimbursed by the association. \$30 background fee is included in the \$86.
- b. Coach's CEP (Coaching Education Program) certification fee paid by rostered NMYHA coaches can be reimbursed by the association.
- c. For the USA/MN Hockey & CEP training a completed expense report & proof of payment needs to be submitted to the treasurer of NMYHA by January 1st of the current season.
- d. The coach's name must appear on the Official Team Roster that is submitted to & approved by Minnesota Hockey District 3 in order to receive reimbursement. Exceptions will be determined by the executive board.
- e. Parent coaches will not receive reimbursement from the association for team related travel expenses.
- f. All eligible non-parent coach's travel expense reimbursements need to be submitted to the treasurer within 1 month of occurrence. Please see section 10.8 of the current year's By-Laws for a full explanation of reimbursable expenses. Exceptions will be determined by the executive board.
- g. Student coaches who are listed as a player on another NMYHA roster are not eligible to receive reimbursement for the \$56 USA/MN hockey fee.
- h. Student coaches must have completed the student coach's form and have participated in 6 (six) team practices before reimbursement of the \$50 USA/MN hockey fee will be honored.

12. Volunteer Responsibilities

- a. Each family will be required to complete volunteer hours. The number of volunteer hours to complete will be 18 hours per player (mite/U8 through Bantam/U14)
- b. These hours will include, but may not be limited to, working shifts in the concession stand, helping at tournaments and/or any other fundraising opportunities defined by NMYHA's board.
- c. Running the clock, scoreboard, scorebook, or penalty box during non-Pirate Classic tournament games or during team scrimmages does not satisfy the volunteer requirement. These are team-related activities.
- d. Voting board members will receive a 3-volunteer hour credit (maximum of 18 hours) for each monthly board meeting that they attend. Please see section 10.9 of the current year's bylaws for a complete list of the voting board positions.
- e. Voting board members sharing a position can decide how the 18-hour credit will be divided between them.
- f. A credit of 36 volunteer hours will be given to the rostered coaches on each NMYHA team (Squirt/U10 through Bantam/U14). The team can decide how to split the credit up between the rostered coaches.
- g. A maximum 36-hour credit will be given per family.
- h. Families receiving scholarship funding will be required to work 1.5 additional hours for each \$25 of aid received.
- i. The maximum number of volunteer hours to complete per family will be 36 hours. However, scholarship families must complete the original required number of hours plus the additional hours because of the scholarship funding.
- j. Team managers are not exempt from completing the required number of volunteer hours.
- k. A \$500 deposit check will be collected for each player registering with NMYHA (mite/U8 through Bantam/U14). Skaters will not be able to participate in team activities until the volunteer deposit check has been given to the volunteer coordinator. The check must be postdated to March of the following year.
- l. In the event that a family does not complete all their hours, their deposit check will be cashed. No refund will be given for hours worked.
- m. All of the required volunteer hours must be completed and accounted for before the deposit check will be returned or shredded.
- n. If a player decides to withdraw from NMYHA, the volunteer check will be returned once all outstanding balances have been paid.
- o. If a board member or coach is not able to fulfill their duties as the board member or coach, they must complete the number of volunteer hours that were waived.
- p. Jr Gold families are exempt from having to complete volunteer hours.



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13. NSF fees

- a. A \$35 per check service charge will be assessed for all checks returned because of non-sufficient funds.
- b. The NSF fee and the amount of the original check must be paid to the association immediately.
- c. This will include, but not limited to, checks written for:
 - i. registration fees
 - ii. fundraising fees
 - iii. concessions
 - iv. boosters
 - v. team fees
 - vi. volunteer deposit check
 - vii. tournament fees & expenses

14. Suspension of Play:

Failure to pay the registration fee, mandatory fundraising activities and team fees shall subject players to be restricted from skating or removed from the team roster unless special arrangements are made with the Executive Board. The team coach, manager and the family will be notified of the suspension. Any players suspended due to behavior or violation of NMYHA policies will still be responsible for payments due during the suspension.

15. Miscellaneous charges:

Charges can and will be assessed for damaged equipment, equipment not returned, or damage to any NMYHA property, the property of another association, or hotel damages charged to the association. NMYHA assumes no financial responsibility for property damage incurred by any player, parent, or coach. Damages occurring during a scheduled NMYHA event will be reviewed by the executive board to determine who is liable for the expense.

16. Team Tournament Reimbursement:

NMYHA will pay tournament fees for all NMYHA teams participating in Minnesota Hockey playoffs. (I.e. Districts, Regional, and State). In the event of a NMYHA team participating in a Minnesota State Hockey Tournament said team would receive the following to help offset the transportation expenses and represent NMYHA and the communities of Brooklyn Park, Fridley, Columbia Heights and Brooklyn Center: up to \$3,000 for out state venues, up to \$1,500 for metro venues. These funds will only be granted to the team upon the submittal of receipts documenting the team expenses.

17. Other Fundraising Opportunities:

The Fundraising Committee made up of representatives from the general membership will determine what other optional fundraising opportunities may be facilitated. Profits from these activities will be allocated in a split between the NMYHA general fund, the participant's individual NMYHA account, and the participant's team account. The split will be determined by the Executive Committee prior to the commencement of the fundraising activity.

18. Donations:

Outside organizations or individuals who wish to make a donation to NMYHA may designate the destination of the donation. The SKATE program, the Pirate Classic tournaments, the mite program, or the general fund are just a couple of examples. If no designation is specified, the donation will be given to the general fund. If a donation is to be designated towards an individual player's registration fees or their team fees, the check should be written directly to the individual not to NMYHA.

Note: All fees and discounts mentioned above are per player not per family. All unpaid fees may result in your child(ren) not being able to participate with his or her team.