



# CCHA Board Meeting Minutes

Chaska Chanhassen Hockey Association (CCHA)  
 Board Meeting Minutes – April 25, 2016  
 Victoria Recreation Center – Blue Line Room  
 7:00 – 9:00 pm (Planned)

1.) **Call to Order:** Brian Hegarty @ 7:07 pm

2.) **Roll Call/Introductions:**

\*=present

Board Members	
*Brian Hegarty	<i>President</i>
*Mike Newman	<i>Vice President</i>
*Dawn Rodell Riley	<i>Treasurer</i>
*Jeff Weyandt	<i>Jr. Gold</i>
*John Lynch	<i>Bantam</i>
*Jay Girard	<i>PeeWee</i>
*Jessee Parker	<i>Squirts</i>
Jay Musolf	<i>Mites</i>
*Brian Baker	<i>Mini Mites/Termites</i>
*Jeffrey Peltier	<i>U10, U12, U14</i>
Cordell Mack	<i>U6, U8</i>
Eric Jensen	<i>HDC</i>
*Jeff Heil	<i>HDC</i>
Nick Gerbi	<i>HDC</i>

Key Volunteers	
*Julie Eklund	<i>Ice Coordinator</i>
*Lori Hill	<i>Accounting</i>
Michelle Fontaine	<i>Website</i>
*Tammy Lueck	<i>Registrar</i>
*Brenda Reddan	<i>Concessions (CCC)</i>
Rachel Anderson	<i>Concession (VRC)</i>
Joyce Thomas	<i>Volunteers</i>
Courtney Hamre	<i>Brick City</i>
Mike Colleran	<i>Equipment</i>

List of Members at Large in Attendance:

1. None.

3.) **March Minutes Approval:** To be posted on the web site once approved.

4.) **Special Matters from the President:**

A. CCHA By-Law Amendment:

1. Overview of the changes to the By-Laws made available.
2. Time opened for questions and comments.
3. Discussion held about how items removed from By-Laws will be relocated to an Operating Policy and Procedures Manual (the “OPPM”). Target date for completion and publication of the initial version of the OPPM is August 1<sup>st</sup>. Discussion closed.



# CCHA Board Meeting Minutes

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4. Article 11 of current By-Laws reviewed regarding procedures to amend current By-Laws.
5. Recognition that notice to members was provided at least 10 days in advance of this meeting.
6. Motion to commence voting made (by V.P. Newman; seconded by Mr. Baker).
7. Confidential ballots distributed and voting commenced at 7:17 p.m.
8. Voting concluded at 7:19.
9. Votes counted and announced by Treasurer Rodell-Riley:

In Favor: 20

Against: 0

- Amended By-Laws adopted by unanimous vote.
- Next steps will include:
  - Filing conforming documents with the State of MN, USA Hockey and Minnesota Hockey as necessary; and
  - Position descriptions for the two new Board positions (Secretary and Vice President – Administration) will be posted and a special election to be held.

## 5.) Standard Agenda:

A. Special Reports/Guests On the Agenda: None.

B. New Business/Executive Updates

1. President – Brian Hegarty

- Recap of successful StormHawk Awards ceremony on April 18th, including a special thank you to volunteers who planned and executed the event.
- Noted that two initial workshops occurred – one for *Fundraising, Sponsorship, Volunteers and Concessions* (led by Jay Musolf) and the other on *HDC Role and Structure* (led by Cordell Mack). Each will need one or more follow on sessions to get to specific actionable proposals to the Board.
- Plan to implement a Confidentiality Policy for signing by the Board and any committee handling sensitive or confidential CCHA and/or member matters. Draft to be circulated for review ahead of next Board meeting.
- Noted upcoming Minnesota Hockey leadership conference and need to pre-register if attending. Would like to know who is going so we can spread attendance and cover as many sessions as possible. Notify Brian.

2. Vice President – Mike Newman

- 2015-16 Parent Evaluations of Coaches and CCHA



# CCHA Board Meeting Minutes

---

- 152 received (~18% response rates based on # of players).
  - All identifying information regarding the person submitting the evaluation was removed.
  - Note sent to 137 registered coaches (out of 220 total, **62%** of coaches had a presence and email contact on the web site) that their evaluations were available.
  - **To date, 40 coaches requested and received their evals, if any were received.**
  - Several current commissioners asked for all of their level's feedback, which was provided.
  - Comments specific to the tryouts was also provided to the HDC along with coach evaluations.
- Discussed team declaration timing/due dates for D6; Commissioner Lynch will send a request for indication of interest for PeeWee and returning Bantam players to get an early indication of players at the Bantam level; will include update regarding coach search and other items of interest at Bantam level.

## 3. Treasurer – Dawn Rodell-Riley

- Almost all expected 2015-16 CCHA bills paid.
- Proposed 2016-17 budget will be circulated prior to next meeting.
- Looks like tournament costs for next season are increasing, so take that into consideration.
- One last attempt will be made to communicate with any member whose volunteer check will be cashed because they did not fulfill volunteer hours.

## C. Updates to the Board

### 1. Brian Baker – Lower Mite Commissioner

- Trophy Case at CCC plans reviewed and approved. Lifetime Construction will be donating significant labor to build them if work can commence soon. Approved.
- Banner designs being finalized. Coach Wilson will assist with having them hung in West Rink at VRC.
- White boards will be installed by July in all locker rooms at both facilities.

### 2. Jay Musolf – Upper Mite Commissioner. *No report.*



# CCHA Board Meeting Minutes

---

3. Cordell Mack – Lower U Commissioner (Mr. Baker for Mr. Mack who was absent due to business travel)
  - Skate School advertising going on this evening at CCC with the help of the Chaska Figure Skating Club. Josie and Keri are there handing out materials.
  - Interest in coordinating equipment donation drive in support of recruiting efforts.
4. Jeff Peltier – Upper U Commissioner
  - Found feedback in coach evaluations and Upper U program helpful. Will be following up as appropriate.
  - Making plans for tournament registrations.
5. Jesse Parker – Squirt Commissioner
  - Making plans for tournament registrations.
  - Reached out to last year's coaches and commissioner.
6. Jay Girard – PeeWee Commissioner
  - Making plans for tournament registrations.
  - Reached out to last year's coaches and commissioner.
7. John Lynch – Bantam Commissioner
  - Planning communication to returning and new Bantam players about interest. Will draft and circulate.
  - Making plans for tournament registrations.
8. Jeff Weyandt – Jr. Gold Commissioner
  - Making plans for tournament registrations.

## D. Committee/Key Volunteer Updates

1. Accounting – Julie Eckland/Lori Hill *No report*
2. Concessions – Brenda Redden/Amy Lindquist/Rachel Anderson
  - Awaiting proposal from CCC rink manager; needed soon.
3. Equipment – Mike Colleran *No report*



# CCHA Board Meeting Minutes

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4. Apparel – Sarah Grobel *No report*
5. Web Master – Michelle Fontaine *No report*

## 6.) Closed Session<sup>1</sup>

None.

## 7.) Next Meeting

Monday, May 16<sup>th</sup> @ 7 p.m. @VRC

- Budget
- Registration
- Tryouts
- Workshop updates (Fundraising, HDC)
- Special Election for new Board positions (2)
- HDC Updates
- Operating Policies and Procedures Manual

### Motion to Adjourn:

Time: 08:31pm

By: Newman

Seconded By: Baker

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<sup>1</sup> Required for any individual player/member discussion, family financial discussion, discipline or other sensitive matters.