



# ACYHA Board Of Directors Annual Meeting Minutes April 2016

**Meeting Type:** Monthly meeting  
**Date:** April 11, 2016  
**Time:** 6:30 pm  
**Location:** New Hope Ice Arena - Meeting Room #1

<b>Attendees:</b>	P	Scott Gaul - Chair	P	Buck Humphrey - Vice	P	Eric Jeffreys-Berns - Trea	P	Jim Tuchtenhagen - D3
	A	Jon Hill - ACE	P	Bob Sticha - BTT	P	Tawnia Johnson - CD	P	Julie Ann Schmidt - Sec
	P	Kirk Anderson - ED	P	Jerry Mlekoday - GTT	P	Mark Lucas - Ice Sch	P	Carla Schoenberg - SFD
	P	Brian Thul - Mite	P	Jay/Lisa Annis - CMD	P	Crissy Ginther - Reg	P	Jenn Sondrall - TD
	E	Sara Subby - VPD	P	Tim McGlone - SS				

<b>Add'l Reps:</b>	E	(NV) Bob Schlosser - Web	P	(NV) Tracee deNeui - GM	A	(NV) Matt Cook - Ast ACE	A	(NV) Mike Zacharias - HDC
	A	(NB) Catherine Hansen - Eval Cord	A	(NB) Dawn Speltz - AMC				
	A	Absent	E	Excused	P	Present		

## Guests:

**18 Current voting board members; 10 required for quorum; have 17, so quorum is met for this meeting.**  
**28 of total membership in the rooms for a simple majority is 15 and a 2/3 vote requires 18**  
**2/3 of the board is 12**

**(Motions passed by unanimous vote unless the vote count is noted)**

Call to Order at 6:35 p.m. by Scott Gaul

Roll Call by Julie Ann Schmidt

Motion to approve the March Minutes motion by Julie Ann, seconded. Motion passed.

Gambling Report by Tracee deNeui - Report attached.

**Motion to approve the monthly report; approval for expenses for May 2016 in the amount of \$56,250; approval to make an Ice Time payment to ACYHA in the amount of \$20,000; approval to pay the City of Plymouth their first quarter taxes in the amount of \$3,819.95. Motion to approve by Tawnia, seconded. Motion passed.**

Julie Ann raised the question that we approved the monthly report for the previous month without actually seeing the report. We did not resolve the issue as it is currently about timing. Buck suggested to table to exec.

## Chairman Report Scott Gaul

State of the Club Report - Our number has increased after many years of decreasing. We have also set a goal of improving our brand and we have had successes. We also set a goal to grow girls hockey and have had a good increase. We had good luck with the 5 "Try Hockey for Free" events and the marketing signs have helped. We added a U15 Girls team and they went to State. This is our second year of Junior Gold and has been successful. Thank you to Jay and Lisa for their hard work in supporting these goals.

More players added to the ice challenges; Mark has worked hard to find us ice and is doing things to keep increasing our options. New Uniforms this year were very exciting and we got great feedback; thank you to Kirk for his hard work. Thank you to Buck for running the December 3-on-3 tournament, we had over 100 skaters and the kids had a great time. We also did a new event - Junior Goal Alumni event - we have about 80 skaters, so we think we will do this again.

We have been working hard on process improvements and adding roles to make our process work more smooth, including the new Evaluations Coordinator; thank you to Catherine for taking on that role. We also now have manuals for all board members; thank you to Julie Ann for that. We are adding an Assistant Treasurer and this is another way we are trying to deepen our bench.

We had a good year with Dryland. Thank you to everyone for all the hard work.

Balloted Elections Nominations Report by Crissy Ginther - The nominating committee put forth the slate of: Chairman - Buck Humphrey the outgoing Vice Chair; remarks made. This would be a three year term with full hours compensation.

Vice Chairman - Jeff Pappas new to the board; remarks made. This would be a three year term with full hours compensation.

Scott called for nominations off the floor, hearing none we will move on to the bylaws.

Bylaws Update Secretary Julie Ann Schmidt - We have a number of bylaw changes for approval by the membership. They were approved by the board last month, unanimously.

Administrative changes - Changing Player Development Committee (PDC) to Hockey Development Committee (HDC), Section 5.1 updating the asterisks on the compensation (noting changes, just improved the wording to be more clear, Typos)

Policy Changes - Changing the Registrar from a voting board member to a non-voting member, so we are following the MN Hockey rules as we have been out of compliance; adding a definition of HDC; changing the attendance wording in Section 5.4 (c)

Questions were raised about why the Evaluations Coordinator was not listed as a non-voting board member; the reason it is not listed is because it is not a board position.

**Distribution of Ballots - Congratulations to Buck Humphrey as our new chairman and Jeff Pappas as the new Vice Chair. They are instilled tonight and will step into the role in May.**

Chairmen Appointments - Nomination Committee report by Crissy. After interviews the following people are recommended for appointment.

Assistant Treasurer: Anne Saffert, one year term, full hours

Boys Traveling Coordinator: Dave Essen, three year term, full hours

Girls Traveling Coordinator: Jerry Mlekoday, three year term, full hours

Volunteer Program Director: Stephanie Smith, three year term, full hours

Tournament Director: Jenn Sondral for a one year term, full hours ;Susie Melynychuk three year term, full hours the first year, and they will have one vote collectively for the first year.

**Scott made a motion to approve the slate as presented, second. Motion passed**

Reminder for the May meeting - all old and new members must attend for the start. Bring your notebooks and if you need more time to transition into your position, please set up time off line with your counterpart.

Vice Chairman's Report Buck Humphrey - The HDC Chair position is open, Mike is taking a new job in Chicago so we have posted the positions. Please promote the opening. Ask the following people to fill Nominating Committee to vet this position - Chairman Buck Humphrey, Vice Chairmen Jeff Pappas, Boys Travel Director Dave Essen, Girls Travel Director Jerry M, Mite Director - Brian Thul and Jerry Mlekoday will act as Chair.



Secretary Report Julie Ann Schmidt - May Meeting reminders - bring your books, be prepared to spend 5-7 minutes with an good overview of your positons assuming someone in the room has no idea of what your role is.

Bob has moved out of our association so we posted the Web Administrator. **We Interviewed (Julie Ann and Bob) Rachelle Erickson and I would like to make a motion to nominate her for the role, second. Motion passed.**

Treasurer Eric Jerfferys-Berns - End of year report sent to Board electronically and handed out hard copy. Please review and get final note/changes to Eric. We will approve the budget next month.

District Three Report Jim Tuchtenhagen - There is a regional tournament option for us to bid on, we do not know that date. If we bid then we have to do a presentation on June D3 meeting, the second meeting in June. We think it is a U12 B tournament. Tuck and Jenn/Susie will work on that presentation.

The Assoc. Leaders Excellence Conference will take place Saturday May 7<sup>th</sup> in St. Louis Park. It costs \$30 pp and you have to register on the MN Hockey Association web site. You will get reimbursed if you attend and get counted in that day and you get your check at the end of the day. You can donate your reimbursement to Gear Up, their equipment program. We can send 5 people. Going so far: Brian, Julie Ann, Buck, Jay/Lisa, Jeff. We will assign session at the exec meeting so all sessions are covered and bring back notes.

Registrar Crissy Ginther We had a request for a grade waiver for Scott Joslyn to play up from 3rd year mite 3 to squirt; He has Aug 9<sup>th</sup> birthday. This is a Grade Waiver to play with his class mates. Bob noted if approved, he will stay with this age group, he cannot move back later. If approved we would not approve again, Crissy will make sure his parents know. It was also noted we do not need to approve tonight as registration is months away.

**Motion to approve the grade waiver by Crissy Ginther, second. Approved.**

Tournament Director Jenn Sondra - We have set the ACYHA Tournament dates for next year. The Squirt Tournament is Dec 9-11, 2016; The Knockdown Tournament is Jan13-15, 2017; and the New Hope Invitation is Jan 27-29, 2017. The Junior Gold Feb 10-12, 2017.

ACE Director Jon Hill – Absent, so no report on what Coaches want to come back next season. A motion from the board was required per guidelines.

Guest Kendra Verboten - Armstrong Senior Party - Did not make the meeting, will offer her the opportunity to speak next month.

### **Adjournment**

Preliminary minutes, respectfully submitted by Julie Ann Schmidt, Secretary, April 11, 2016. Approved by Board May 9, 2016.



**ARMSTRONG COOPER  
YOUTH HOCKEY ASSOCIATION**

**MONTHLY GAMBLING REPORT TO MEMBERS - APRIL 2016**

**MEETING DATE - April 11, 2016**

**ITEMS INCLUDED IN REPORT TO MEMBERSHIP OF ACYHA (SEE ATTACHED DOCUMENTS)**

<input checked="" type="checkbox"/>	1 - G-1 Lawful Gambling Summary ( Schedule A, B2, E)
<input checked="" type="checkbox"/>	2 - Copy of check register or itemized expense journal
<input checked="" type="checkbox"/>	3 - Copy of LG1010 Schedule C/D
<input checked="" type="checkbox"/>	4 - Copies of Distributor invoices or perpetual inventory records
<input checked="" type="checkbox"/>	5 - Copy of month-end inventory
<input checked="" type="checkbox"/>	6 - Copy of Itemized bank statement
<input checked="" type="checkbox"/>	7 - Correspondence with GCB, MN Revenue, IRS, Miscellaneous items
<input checked="" type="checkbox"/>	8 - P&L Statement
<input checked="" type="checkbox"/>	9 - Monthly Expense Approval - See below
<input checked="" type="checkbox"/>	10 - Review of recent and upcoming activities

**BOARD APPROVAL ITEMS**

<input checked="" type="checkbox"/>	Approval of monthly report to board
<input checked="" type="checkbox"/>	Approval for expenses for May 2016 - \$56,250 Needs to be in Minutes.
<input checked="" type="checkbox"/>	Approval to make a Ice Time payment to ACYHA in the amount of \$20,000
<input checked="" type="checkbox"/>	Approval to pay the City of Plymouth their 1st Quarter taxes in the amount of \$3,819.95
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

1 - Checkbook balance end of March 31, 2016- \$56,035.60

2- Profit for MARCH 2016 - \$15,559.30

3-Revenue in March 2016 \$ 79K , Feb. 2016, \$ 78K, Jan 2016 \$ 77K

4- Had a meeting with Steve, owner at Pub 42, Is happy with the Gambling side of things now.  
He does have concerns about the Pub Club cards and the lack of response from ACYHA.

5 - Having a special Bingo event at Pub this Saturday. High Stakes Cash bingo with a \$500 jackpot for the final game!

6 - Purse Bingo at Sunshine Factory will be on Saturday, May 14th and at Pub 42 on Saturday, May 21.

7 - New Hope Bowls Pulltab booth will be closed from May - Sept.

**Forecasting profits and plans for gambling money**

Current running total of City taxes owed for 2016 - estimate \$5,800

To see additional details on revenue or expenses please contact Tracee L. deNeui 763.226.8372

Copy of this information must be included in meeting minutes (including pre-approved amounts)

See Page 2 for Monthly Expense approval for May 2016

Handwritten notes: 2/3, 1/2, 15, 19, 20, 29, 30, 16



**A STRONG COOPER YOUTH HOCKEY ASSOCIATION - PRE-APPROVAL FOR EXPENSES -**

**Pre-Approval: Allowable Expenses for May 2016**

Payee	Purpose	Estimate	Actual	Approved
Compensation	Pay of employees	14,000		4/11/16
Pub 42	rent	1750		4/11/16
Sunshine Factory	rent	1750		4/11/16
New Hope Bowl	rent			4/11/16
Broadway Pizza	Rent	1000		4/11/16
Larson Allen	accounting	600		4/11/16
of Diamonds - Ben'	Pull tabs	9000		4/11/16
Meat Raffles	Meat	900		4/11/16
Fees and Taxes	Fees and Taxes	26000		4/11/16
Operation expenses	supplies	500		4/11/16
Annual fees				4/11/16
Storage unit	Storage unit	750		4/11/16
<b>TOTAL</b>		<b>56250</b>		

**Pre-Approval: Lawful Purpose Expenditures for May 2016**

Payee	Purpose	Estimate	Actual	Approved
<b>TOTAL</b>		<b>0</b>		

This report was presented to the organization by the Gambling Manager.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

AYHA Director

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**ACYHA**  
**Budget vs. Actuals: Budget 2015-16 - FY16 P&L**  
June 2015 - May 2016

	Actual	Total Budget	over Budget	2016-17 Budget
<b>Income</b>				
4000 *REGISTRATION FEES*3.25%+ \$1.50	289,251.66	270,976.00	18,275.66	352,737.00
4005 TEAM LEVEL(manual payments)	0.00	0.00	0.00	0.00
4010 Bantam/U14 \$1,350	8,407.50	6,275.00	2,132.50	0.00
4015 Peewee/U12 \$1,250	13,633.34	11,021.00	2,612.34	0.00
4020 Squirt/U10 \$1,150	14,200.00	9,100.00	5,100.00	0.00
4025 Mite 3 \$475	1,405.00	2,550.00	(1,145.00)	0.00
4026 mite 2 \$330	940.00	330.00	610.00	0.00
4027 mite 1 \$200	350.00	550.00	(200.00)	0.00
4030 mini Mite \$50	0.00	300.00	(300.00)	0.00
4035 Move to New Mite Level	540.00	1,760.00	(1,220.00)	0.00
4037 Jr Gold	3,200.00	2,400.00	800.00	0.00
Total 4005 TEAM LEVEL(manual payments)	\$ 42,675.84	\$ 34,286.00	\$ 8,389.84	\$ -
Total 4000 *REGISTRATION FEES*3.25%+ \$1.50	\$ 331,927.50	\$ 305,262.00	\$ 26,665.50	\$ 352,737.00
4050 MISC INCOME*	1,037.26	2,282.00	(1,244.74)	2,275.00
4052 fee income	383.85	41.00	342.85	150.00
4050 Interest Income	253.61	42.00	211.61	160.00
4065 mite jamboree income	2,207.38	3,900.00	(1,692.62)	1,500.00
4070 Volunteer Deposits	3,105.00	0.00	3,105.00	4,000.00
4404 NHIA Ad revenue	4,602.00	2,500.00	2,102.00	5,000.00
4901 Ice sold off INCOME	7,386.00	2,000.00	5,386.00	16,000.00
Total 4050 MISC INCOME*	\$ 18,975.10	\$ 10,765.00	\$ 8,210.10	\$ 29,085.00
4200 *ACYHA TOURNY INCOME*	52,624.97	58,021.00	(5,396.03)	64,000.00
4204 tourney(internal)payback	750.00	0.00	750.00	0.00
4210 Dist Tourney Income	0.00	6,796.50	(6,796.50)	0.00
4215 refunds	0.00	3,875.00	(3,875.00)	0.00
4217 merchandise sales	678.72	747.00	(68.28)	1,050.00
4220 misc tourney income	100.00	2,560.50	(2,460.50)	0.00
Total 4200 *ACYHA TOURNY INCOME*	\$ 54,153.69	\$ 72,000.00	\$ (17,846.31)	\$ 65,050.00
4400 *FUNDRAISING income	1,600.98	0.00	1,600.98	1,600.00
4401 Wreath Sales	54,633.00	53,191.00	1,442.00	54,000.00
4403 Fundraiser buyout/deposit	4,975.00	2,309.00	2,666.00	4,750.00
4405 Mite pancake breakfast	1,994.00	2,500.00	(506.00)	2,000.00
Total 4400 *FUNDRAISING income	\$ 63,202.98	\$ 58,000.00	\$ 5,202.98	\$ 62,350.00
4450 *SPONSORSHIPS*	4,800.00	5,000.00	(200.00)	5,000.00
4700 *Gambling Income*	110,000.00	110,000.00	0.00	110,000.00
4900 Concessions Income*	30,000.00	30,000.00	0.00	30,000.00
Total Income	\$ 613,059.27	\$ 591,027.00	\$ 22,032.27	\$ 654,222.00
<b>Cost of Goods Sold</b>				
5000 Scholarships	(2,500.00)	9,000.00	(11,500.00)	7,500.00
5016 pw/U12 scholarships	3,000.00	0.00	3,000.00	0.00
5017 squirt/u10 scholarships	2,375.00	0.00	2,375.00	0.00
5019 mite 3/U8 \$475 scholarships	950.00	0.00	950.00	0.00
5020 mite 2 \$330 scholarship	280.00	0.00	280.00	0.00
5021 mite 1 \$200 scholarships	200.00	0.00	200.00	0.00
5025 Jr Gold scholarships	1,200.00	0.00	1,200.00	0.00
Total 5000 Scholarships	\$ 5,505.00	\$ 9,000.00	\$ (3,495.00)	\$ 7,500.00
5001 registration credits-mgrs/ice sched/registrar	0.00	17,000.00	(17,000.00)	15,450.00
5030 bantam/U14 reg credits	6,950.00	0.00	6,950.00	0.00
5031 pw/U12 reg credits	6,250.00	0.00	6,250.00	0.00
5032 squirt/u10 reg credits	5,450.00	0.00	5,450.00	0.00
5033 mite 3/U8 \$475 reg credits	480.00	0.00	480.00	0.00
5037 mite 1 \$200 reg credit	0.00	0.00	0.00	0.00
Total 5001 registration credits-mgrs/ice sched/registrar	\$ 19,130.00	\$ 17,000.00	\$ 2,130.00	\$ 15,450.00
5002 Refunds	0.00	7,000.00	(7,000.00)	7,440.00
5003 refund Jr Gold	1,800.00	0.00	1,800.00	0.00
5100 refunds bantam/U14	2,800.00	0.00	2,800.00	0.00
5101 refunds PW/U12	300.00	0.00	300.00	0.00
5102 refunds squirt/U10	950.00	0.00	950.00	0.00
5103 refunds mite 3	370.50	0.00	370.50	0.00
5110 Fundraising buyout refund	178.75	0.00	178.75	0.00
5120 tourney refunds(ACYHA hosted)	750.00	0.00	750.00	0.00
Total 5002 Refunds	\$ 7,149.25	\$ 7,000.00	\$ 149.25	\$ 7,440.00
5090 fundraising invoices	36,721.02	35,000.00	1,721.02	36,700.00
5200 Goalie Credits	0.00	0.00	0.00	13,175.00
5201 goalie credit bantam/U14	3,375.00	2,600.00	775.00	0.00
5202 goalie credit PW/U12	5,625.00	6,500.00	(875.00)	0.00
5203 goalie credit squirt/U10	4,025.00	6,600.00	(2,575.00)	0.00
Total 5200 Goalie Credits	\$ 13,025.00	\$ 15,700.00	\$ (2,675.00)	\$ 13,175.00
5300 Shared ad revenue w NH	883.50	5,000.00	(4,116.50)	4,000.00
56650 bad debt	200.00	0.00	200.00	1,000.00
56601 NSF bank fee charges	20.00	120.00	(100.00)	0.00





# Association Leader Excellence Conference

Saturday, May 7, 2016

Marriott Minneapolis West - St. Louis Park, MN

	Waterford Ballroom	Galway A	Galway B	Galway C
Welcome Session	Welcome & Opening Remarks			
Session #1	Running Your Hockey Association	Charitable Gambling 201: Raise Funds the Right Way	Save Time and Money with Efficient Ice Scheduling	The Vital Roles of an Association Hockey Director
Session #2	Local Discipline, Grievance & Due Process	SafeSport: Keeping Players Safe Off-Ice	Using Vision and Mission to Guide Your Association	The Minnesota Model & High School Hockey
Session #3	Optimizing Player Development	Managing Association Finances	Developing a Culture for Long-Term Success	Best Practices for Fair and Effective Tryouts
Lunch				
Session #4	Key Resources for Growing Hockey in Your Community	Maximizing Your Communications Through Digital Media	Recruit & Keep Great Youth Hockey Volunteers	Club Excellence: A Tool to Make Your Association Better
Session #5	Marketing Your Association with Local Growth Programs	How to Organize Successful Tournaments	High Performance and Tier I Programs	Find and Develop Top Notch Coaches