



Purpose

The purpose of this document is to capture meeting agenda items, action items, and motions (key decisions) from monthly Board Meetings. Meetings are the last Sunday of each month at 7pm at Coon Rapids and minutes are taken by the Secretary unless otherwise noted.

CRYHA Board Meeting Information

Fill in the meeting details in the below table.

Date	July 25th, 2021	
Scheduled Time	7:00pm (called to order at 7:02pm)	
Location/Conference #	CRIC Conference room	
Participants	<input checked="" type="checkbox"/> Dave Schmidt, President	<input checked="" type="checkbox"/> Scott Brinkhaus, District 10 Representative
	<input checked="" type="checkbox"/> Sara Barsness, Vice President	<input checked="" type="checkbox"/> Don Ruotsinoja, Sponsorship Coordinator
	<input checked="" type="checkbox"/> Holly Bachman, Treasurer	<input checked="" type="checkbox"/> Mandi DeGrote, Registrar
	<input checked="" type="checkbox"/> Todd Bushy, Youth Traveling Director	<input checked="" type="checkbox"/> Stacy Johnson, Recruiting and Retention
	<input checked="" type="checkbox"/> Kelly Traynor, Secretary	<input checked="" type="checkbox"/> Gerad Remus, Tournament Director
	<input type="checkbox"/> Rheanna Mickelson Fundraising Coordinator	<input checked="" type="checkbox"/> Jermey Johnson, Player Representative
	<input checked="" type="checkbox"/> Brian Peterson, House/Mite Director	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
	<input checked="" type="checkbox"/> Scott Anderson, Girls Traveling Director	<input type="checkbox"/> Assistant Gambling Manager (Vacant)
	<input type="checkbox"/> Jim Boden, Coaching Director	<input checked="" type="checkbox"/> Jessica Ables, Communications Coordinator
		<input checked="" type="checkbox"/> Jessica Morgan, Volunteer Coordinator
		<input type="checkbox"/> Brian Alphin, Ice Scheduler
Voting Members Present	15 <i>*Non-voting members are designated with a grey highlight and yellow highlight, if the position is vacant.</i>	



Agenda Items & Meeting Minutes

Provide details of the agenda items and related meeting minutes (*see Motions Made section for motion details on Agenda Items noted with an (*)*).

#	Agenda Topic	Board Position	Board Member	Agenda Item
1	Attendance	Secretary	Kelly Traynor	Roll call
2	Agenda	President	Dave Schmidt	
3	Meeting Minutes	President	Dave Schmidt	June 2021
4	President Report	President	Dave Schmidt	
5	Treasurer Report	Treasurer	Holly Bachman	<p>Significant Changes-N/A Revenue Sources- 60,000 Gambling donation Employees (new/terminated/resigned)- N/A Process and Controls-N/A Identified Risks- N/A Annual Audit (preparation, status, presentation)- Operating Budget Review- June 2021 Financial Statements*</p>
6	Gambling Report	Gambling Manager	Sue Erickson	<p>Significant Changes- N/A Gambling Sources (sources, sites, upcoming events, etc.) Employees (new/terminated/resigned)Donations (amount/to whom)- Increase in pay for Bingo employees. Donation to Scoops for the golf tournament on August 14th. Process and Controls- Completed Engagement letter with Mair. Annual Certified Physical inventory and cash count completed. Identified Risks- None Compliance (rules, regulations, star rating) - 5 Star rating Annual Audit (preparation, status, presentation)- N/A Gambling Financial Review- Everything looks good on the report. July 2021 Gambling Activities and Related Expenses*</p>

COON RAPIDS

YOUTH HOCKEY ASSOCIATION



				August 2021 Estimated Gambling Activity and Expenses* July 2020 Gambling Activity Comparison*
7	Committee Report	District 10 Representative	N/A	
		Vice President	Sara Barsness	Admin Committee- Worked on association policies
		Traveling Director	Todd Bushy	Hockey Operations Committee- Worked on association policies
8	Old Business	N/A	N/A	N/A
9	New Business	Vice President/ Traveling Director/ Mite Director		Gambling Manager Contract Approval - Did not move forward with this. Policy review and approval - Tryout policy, Player payment policy, Mite Player Policy Refund policy, Volunteer policy and Financial Assistance policy
10	Good and Welfare	Mandi DeGrote/ Stacey Johnson		Board registration Yard Signs
11`	Adjournment	President	Dave Schmidt	

Motions Made

List the motions made during the meeting for documentation purposes (*see Agenda Item/Meeting Minutes section for additional details*).

#	Agenda Topic/Agenda Item	Motion By	Motion 2nd	Any Opposed?	Motion Pass?
1	Agenda-July 2021	Scott Anderson	Don Ruotsinoja	No	Yes
2	Special Meeting Minutes - June 22, 2021	Sara Barsness	Holly Bachman	No	Yes
3	Meeting Minutes-June 2021	Don Ruotsinoja	Todd Bushy	No	Yes
4	Treasurer Report-June 2021 Financial Statements	Kelly Traynor	Stacey Johnson	No	Yes
5	Gambling Report-June 2021 Gambling Activities and Related	Stacey Johnson	Kelly Traynor	No	Yes

COON RAPIDS

YOUTH HOCKEY ASSOCIATION



	Expenses				
6	Gambling Report- July 2021 Estimated Gambling Activity and Expenses	Brian Peterson	Scott Anderson	No	Yes
7	Gambling Report- June 2021 Gambling Activity Comparison	Kelly Traynor	Scott Anderson	No	Yes
8	New Business- High School Donation from Gambling	Sara Barsness	Dave Schmidt	No	Yes
9	New Business- Gambling Manager Contract approval	see notes		No	Yes
10	New Business- Tryout Policy	Sara Barsness	BrainPeterson	No	Yes
11	New Business- Player Payment Policy	Todd Bushy	Jessica Ables	No	Yes
12	New Business- Mite Player Policy	Brian Peterson	Todd Bushy	No	Yes
13	New Business- Refund Policy	Todd Bushy	Brian Peterson	No	Yes
14	New Business- Volunteer Policy	Todd Bushy	Holly Bachman	No	Yes
15	New Business- Financial Policy	Todd Bushy	Dave Schmidt	No	Yes
16	New Business- Sponsorship Guide	Don Ruotsinoja	Stacey Johnson	No	Yes
	New Business- Game Sheet	Sara Barsness	Jessica Morgan	No	Yes
17	Adjournment- July 2021 Board Meeting (9:32pm)	Scott Anderson	Brian Peterson		

Key Decisions Made

List the key decisions made during the meeting for documentation purposes.

#	Agenda Topic/Agenda Item	Description
1	open board positions	Player Representative - Jeremy Johnson



Supporting Documents

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



Coon Rapids Youth Hockey Association

Balance Sheet
As of June 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11800 Spire Savings Account	87,009.18
11810 Spire Main Checking Account	70,003.06
Total Bank Accounts	\$157,012.24
Accounts Receivable	
11000 Accounts Receivable	1,261.88
Total Accounts Receivable	\$1,261.88
Total Current Assets	\$158,274.12
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	(6,496.63)
Total Other Assets	\$ (6,496.63)
TOTAL ASSETS	\$158,577.49
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	281,823.49
32000 Unrestricted Net Assets	(160,090.34)
Net Revenue	36,844.34
Total Equity	\$158,577.49
TOTAL LIABILITIES AND EQUITY	\$158,577.49