

CHIPPEWA YOUTH HOCKEY ASSOCIATION



BOARD MEETING AGENDA

Wednesday, October 18, 2023

LOCATION: CYHA Board Room at 7 pm

President:	2026	Trevor Bohland
Vice President:	2025	Steve Gibbs
Treasurer:	2026	Dom Ryder
Secretary:	2025	Jennifer Lindstrom
Directors:	2024	Nick Hart, Derek Darrow, Eric Mueller, Abby Reilly
	2025	Doug Custer, Erik Lemay
	2026	Jason Darley, Mike Patten
Rink Manager:		Bob Normand

Attendance: All Board members attended except Mike Patten. Others in attendance included Brad Martin and Amy Bauman.

1. General Meeting

Amy Bauman, representing the Figure Skating Club (FSC), reported on Bingo activities ran by the FSC. She also announced that the FSC is hosting a competition on December 10th and that our figure skaters placed well in a recent competition.

2. Secretary's Report: Sent out and approved via email.

3. Treasurer's Report: Sent out via email. **Motion to approve by Steve Gibbs, seconded by Abby Reilly. Motion carried.**

4. Correspondence/Officer Reports

President's Report:

- Strategic action plan updates
 - Grow numbers, recruit more kids – Abby Reilly provided a proposed Recruitment Plan (see below).
 - Engage volunteers (Steve Gibbs) – no update
 - Recruit, engage new leadership (Trevor Bohland) – no update
 - Committees with strategic action plans – Doug Custer provided a written update. Also see committee reports below.
 - Replace soon to be obsolete ice system (Barry Bohman) - Bob and Barry Bohman gave Tweet Garot a tour of our facility to kick off the feasibility study for the new ice system project. Focus on Energy provided a provisional pre-approval letter which was executed authorizing the purchase, ordering and installing of equipment prior to receiving a formal incentive agreement as FOE waits for detail energy savings calculation from Trane.
- Monthly meeting with Chippewa Steel:
 - Steel players and coaches willing to help with tryouts
 - Steel will help at home tournaments when not traveling

- Steel goalies will run goalie clinics on Wednesday nights
- Coach Steve and Chris were trained on floor scrubbers for the Steel weekly cleaning.
- A few Board members need to complete SafeSport and background check.
- Team rosters need to include locker room monitors and be submitted to WAHA by November 15th.
- Eric Mueller reported that the warming house needs a new ventilation system to eliminate the mold on the ceiling. Bob will contact Kelly Heating.
- The Girls' co-op agreement needs to address working concessions for home games and tournaments. Erik LeMay proposed that CYHA girls work their own games to the extent that home games are proportional to their team percentage. Help from other CYHA members may be needed if home games exceed the proportional percentage, creating an excessive number of concessions hours for CYHA girls. For tournaments, the recommendation is to have parents from all four associations work concessions for their own tournaments. Jennifer Lindstrom will take this recommendation to the co-op committee for discussion.

5. Old Business

Bob Normand is working with Tom Giles to schedule team and individual photos.

6. New Business

None.

7. Committee Reports

A. Finance/Administration (Trevor B, Dom R)

- a. Chuck Zwiefelhofer and Jonathan Ippel finalized the Investment Policy Statement for our endowment. The finance committee reviewed and recommended approval. **Erik LeMay motioned to approve the Investment Policy Statement, seconded by Jason Darley. Motion carried.**

B. Fundraising (Jason D)

- a. Capital campaign for new ice system – On hold until the final cost and scope of the project is determined. We are considering a kick-off event to invite and recognize previous and potential supporters.
- b. Bingo – CYHA covers the 1st and 3rd Wednesdays of each month. Teams will be assigned soon, likely through November 2024 to ensure coverage until new teams are known.

C. PDC (Nick H, Eric M)

- Girls' co-op update – Eric Mueller presented the preliminary teams. **Motion to approve by Erik LeMay, seconded by Jason Darley. Motion carried.**
- Boys' tryouts are underway. The Board will meet at 7 pm on Sunday, October 22nd to approve teams and coaches. The former high school players did well as on ice coaches.
- Locker room policy – **Motion to approve by Nick Hart, seconded by Jason Darley. Motion carried.**
- Concussion policy – **Motion to approve by Doug Custer, seconded by Steve Gibbs. Motion carried.**

- Blood Borne pathogen policy – **Motion to approve by Erik LeMay, seconded by Derek Darrow. Motion carried.**
- Tryout policy – **Motion to approve by Derek Darrow, seconded by Steve Gibbs. Motion carried with minor edit.**
- Play up policy – **Motion to approve by Steve Gibbs, seconded by Derek Darrow. Motion carried.**
- Rostering up policy – **Motion to approve by Steve Gibbs, seconded by Eric Mueller. Motion carried.**
- Parent and Athlete agreement (including sudden cardiac arrest) already included as part of USA Hockey registration – **Steve Gibbs motioned to table until the next meeting, seconded by Erik LeMay. Motion carried.**

D. Concessions (Erik L)

- Cappuccino and Coffee Vendor
 - i. Transitioned to LakesCoffee, LLC for our coffee and cappuccino needs for better support and more flavor options
 - ii. New coffee makers and a cappuccino machine that dispenses 5 flavors have been installed
- Rental Ice/Games
 - i. None of the shifts for the WEHL games on September 17th were covered so concessions were closed
- Steel Games
 - i. Only 3 shifts were unfilled for Steel games for the month of September
 - ii. 10 shifts remain to be filled for October's games
 - iii. Teams will be covering open shifts beginning in November
- Open Skate
 - i. Open skate will begin Sunday, November 5th, the shifts have been posted on Dibs and any unfilled shifts will be responsibility of the assigned team for that week

E. Equipment (Mike P)

- Pro-shop, goalie equipment, jerseys, and training equipment are ready for the season.
- Puck bags ordered.

F. Operations and Maintenance (Derek D)

- Zamboni blade was changed the Friday before the meeting.
- Water needs to be turned off when turning the Zamboni on the ends of the rinks. The corners and ends are still too high.

G. Tournaments/Team Reps (Doug C)

- GameSheet score system is downloaded on iPads and should be ready to go
- **Motion by Doug Custer to move to one team manager, seconded by Jason Darley. Motion carried.**
- **Nick Hart motioned to approve the revised team managers duties, seconded by Erik LeMay. Motion carried.**

H. Recruitment/Publicity (Jason D, Abby R)

- IIHF Worlds Girls Ice Hockey Weekend was October 7-8. The Steel had free admission for girls wearing a hockey jersey. Nine 10U girls skated in a scrimmage between periods. The Steel did autographs after the game.
- GOAL update – 66 skaters registered with good attendance for the first 2 sessions. Thank you to the youth the Steel players for helping on the ice! Two more sessions to go with a focus on getting kids signed up. Historically, 50% of GOAL participants sign up to continue playing at CYHA.
- Abby Reilly presented a proposed Recruitment Plan documenting sources for general promotion, active participation promotion, early engagement programs, and ideas for promotional items.

I. Facilities (Bob N)

Bob Normand provided an extensive list of Rink Manager activities performed since the last Board meeting:

- Set up ice resurfacing schedule, covering when no one volunteers. Bob covered weekend resurfacing for Wisconsin Elite Hockey League 14U tournament, Team Wisconsin 14U Girls & Boys, WI Selects Girls, and Cobra. **Additional Zamboni drivers are needed.**
- Bob attended the Basic Arena Refrigeration class and the Wisconsin Ice Arena Manager Association conference in Milwaukee. Bob took the test and became certified.
- Bob and Melissa Martin attended the Region 1 meeting.
- Worked with Kelly Heating to get the heat working on the north rink dehumidifier. Had to get Matt Machnik involved and found a bad ignition module in the automation system. Heat is back on.
- Worked with Altoona, Eau Claire, and Menomonie on the practice schedule for the girl's co-op for November. Getting started on the schedule for December.
- Collected fire extinguishers for their annual inspection. Set up with Cintas to have them tested and certified.
- Confirmed pricing with Chippewa Valley Excavating for snow plowing for this winter. There was an increase of \$25 for each time from \$250 to \$275 for plowing and \$300 to \$325 for sanding. CVE has plowed since 2013. They have raised fees only a total of \$75 for plowing and this is the first raise for sanding.
- Ads on Boards was in on September 28 to clean the boards on both rinks. Did edging and multiple resurfaces after to clean up and get the ice back in shape.
- Placed and received an order with Blackstone for parts for the pro-shop skate sharpener.
- Fielded a call from the Chippewa County Health Department about our popcorn popper and licensing.

- Working on updating the website. SportsEngine changed us from Sports Management to Season Management which complicates the method for creating team pages for the new season. Bob emailed them to change us back. This is most likely the reason we have seen the cost for SportsEngine double since last May. Need to consider looking into other options such as CrossBar.

8. **Closed Session:** Jason Darley motioned to go into closed session at 9:07 pm, seconded by Derek Darrow. Motion carried. Returned to open session at 9:19 pm.
9. **Adjournment:** Motion by Jason Darley to adjourn at 9:20 pm, seconded by Erik LeMay. Motion carried.