

City of Lakes Youth Hockey Association

March 2023 Meeting Minutes

March 16, 2023

1. Call to Order: 7:01 pm

2. In attendance: Cory, Nancy, Peter, Paul, Tracy Camarillo, Anne Monnens, Seth Spangler, Sarah Carsello, Joe Dieckhaus, Jeff

3. Previous meeting minutes:

<https://docs.google.com/document/d/1EqRFwqEwLrSCUo0SLx04ImtDPAAblNmn/edit>

Minutes accepted: 7:02 pm

4. Old Business:

- Need to begin to identify candidates for elected and appointed positions for next year and determine who among the current position-holders want to remain in their position or switch positions (this is an election year for the Secretary and Ice Director; the incumbent Secretary will not run for re-election)
- Invite donors/sponsors to year-end festivals, tournaments, etc.? Done
- Pull tab update

Peter will take the gambling class; Tracy has taken the gambling class and exam and is qualified; Cory will look further into New Brighton ordinances. Cory will also meet with payroll professionals.

Review Action Items:

- Send out email to membership regarding open elected and appointed positions (include position titles and descriptions and whether there will be an incumbent running) and asking members to notify the Board of interest; include position titles and descriptions and whether there will be an incumbent running - Paul UPDATE for 3/16/23 MEETING: Cory sent targeted emails, but was a general email sent? Yes.
- Create a QR code and a talking table for the festival to discuss North Commons refrigerated ice. (Nancy)

5. Monthly Calendar Review:

<https://docs.google.com/spreadsheets/d/1ahYTZqBGhTYAT-qywiEY79we9p5hbfZM/edit#gid=400375471>

6. President's Report:

- LTS
 - There is a sign up sheet for any coach that want to volunteer
 - Recruitment strategies
 - Continue through the summer/fall?

- Next year's numbers
 - 10U - 13
 - 12U - 11
 - 15U - 11
 - Mini - 11
 - Mite - 8
 - Peewee - 11
 - Squirt - 20
 - Bantam - 3
- Coaches
 - Peeweess
 - Aaron Miller
 - Noah Goodman
 - Squirts
 - Eric Vegoe
 - Dustin Nienow
 - Andrew Nelson
 - Jared Roddy
 - Mite
 - Colin Hirdman?
 - Pete Donlin
 - Eric Anderson
 - Eric Vegoe
 - Mini
 - Joe Halvarson
 - Joe Barnes
 - Jared Roddy
 - Dave Salzer
 - Calee Brown
 - Brigid Sullivan
 - 10U
 - Tim Patronski
 - Steve Mann
 - 12U
 - Rich Oberlies
 - 15U
 - Clayton Howatt
- Co-Op
 - We are set to host 12U and 15U
 - Numbers are questionable for both teams
- Next year
 - Regular weight room use
 - Regular goalie training
 - \$185/hour for director training
 - \$75/Goalie/season for weekly instructions
 - Power skating instructions?
 - \$125/hour - Katrina Stewart

Accepted: 7:48 pm

7. Treasurer's Report:

- Cash on hand (as of 3/14):
 - Checking: \$32,645.28
 - Paypal: \$0
 - Cash box: \$919.75
- Income YTD:

- Registration

Registration Fees	Budgeted Amount	Deposit Amount
U15		\$ 15,000.00
Peewees		\$ 17,287.50
U12		\$ 2,225.00
U10		\$ 2,850.00
Squirt C		\$ 16,125.00
Mite		\$ 7,145.75
Mini Mite		\$ 3,250.00
Learn to Skate		\$ 2,515.03
REGISTRATION FEES TOTAL	\$ 50,625.00	\$ 66,398.28

- Volunteer buyout: \$1,622.50
- Fundraising: \$27,109.00
- Misc.: \$7,969.39
- D1 Festival concessions: \$644.01 profit

Concession and Chuck a Puck totals

Sales	
Gross Sales in Square	\$1,328.18

Chuck a Puck	
Chuck a Puck - Square	234
Chuck a Puck - Table	350
Total	584

Total - Cash	\$919.75
Total - Card	\$536.00
Fees - Square	(\$22.98)
Chuck a Puck Payout	(\$292.00)
Supplies	(\$60.11)
Product	(\$397.54)
Total	\$683.12

Net profit breakdown	
Concessions Net	\$391.12
Chuck a Puck Net	\$292.00
Total	\$683.12

Park Board 10% of concessions **(\$39.11)**
 Net Net \$644.01

Inventory	
Cost of remaining inventory	\$ 128.66
Retail Value of remaining inventory	\$ 624.50

- Budget Summary YTD

CURRENT BUDGET SUMMARY	BUDGET	ACTUAL	UNDER/OVER	Forecast
Total Income	\$ 92,625.00	\$ 103,099.17	\$ 10,474.17	
Total Expenses	\$ 96,203.00	\$ 114,756.81	\$ (18,553.81)	
		\$ (11,657.64)		

- Actual income does not include spaghetti dinner proceeds or cash from concession sales
- All ice time has been paid
- Remaining expenses include:
 - NE Ice Arena Storage: \$840
 - Avario Scheduler: \$525
 - SportsEngine: \$795

- Website domain registration: \$50
 - Districts 1 & 2 Admin & Ref fees
- The 990-EZ tax filing I mailed to the IRS on 12/11 (due 11/15) was rejected because all 990-EZ forms must be submitted electronically. I e-filed on 1/20. The late filing incurred a penalty of \$1,320

Accepted: 7:53 pm

8. Vice President's Report:

- Festival Wrap Up
- Hockey Leader Conference is May 5-6.
- Board Recruitment Update Requested
- Tournament scheduling
- Yearly / Seasonal Calendar - 1-pager needed
- Titans banner missing

Accepted: 8:05 pm

9. Secretary's Report:

- Board must decide whether electronic ballots will be distributed prior to the Annual Meeting or whether voting will occur only at the meeting.
- I would suggest, for the purposes of membership involvement, that we send out electronic ballots in an agreed-upon timeframe, but encourage attendance at the meeting as well so that we can ensure a quorum.
- For those voting at the meeting, Board must determine whether electronic voting can occur at the meeting or whether it will be paper (secret) ballots only, voice vote, or a combination of the two depending on whether more than one candidate is running for the same position; I think, with the numbers likely to attend and the likelihood that there will not be multiple candidates for each position, that a voice vote should be sufficient.
- Board should create a working group to finalize any amendments to Bylaws and/or Articles of Incorporation prior to Annual Meeting so that first reading can occur at that Meeting. I would suggest that the incoming secretary be included in that workgroup.
- Reminder for the Annual Meeting: there must be a report on the activities and financial condition of the association (given by the president and treasurer respectively makes the most sense, in my opinion).

Accepted: 8:12 pm

10. Ice Director's Report: Ice director work was completed for the season earlier this month. It's my understanding that all ice invoices for 2022-2023 have been paid (big thanks to Peter), though I think there are a few hours we returned to both MPRB and Augsburg that we've yet to be credited for. Ramsey County ice requests for the 2023-2024 season are due May 1st, which is a bit complicated given the unknowns around the girls co-op programs and how they're structured/where they might be hosted.

Accepted: 8:13 pm

11. Appointed Positions Reports

Equipment Manager (Dalton VanBuren):

Coaching Coordinator (Dan Gustafson):

District Representative (President or available board member):

- Invoice from the district will be coming in the next week or two
- They recommend we reach out to WHAM to find coaching for the 12U and 15U team
- \$2,500 from MN hockey will be mailed to us this month

Fundraising Chair: (Open): (Nancy)

Seeking new and renewed sponsorships for 2023-2024 season

Will contact current sponsors about how to support their upcoming events

Committee meeting scheduled for early April to recap the season and make some plans for next year

Seeking nominations for Fundraising Chair!

Registrar/Safesport Coordinator (Sarah Carsello):

- Nothing to report.

Volunteer Coordinator (Open):

Tournament Coordinator (Anne Monnens):

Webmaster (Brad VanWinkle):

Manager Coordinator (Cory Larson):

- Manager's meeting was 3/14
 - Future managers
 - Peewee
 - Kate Goodman
 - Squirt
 - Matt Sheldon
 - Mite
 - Anne Monnens
 - Zhimin Song
 - Mini
 - Maca Barnes
 - Co-op teams
 - TBD
 - Manager Coordinator
 - Matt Sheldon

Communications Lead (Jennifer Van Buren):

- We have sold 37 Spaghetti Dinner tickets via Eventbrite.com
- I'm experimenting with an ad on Facebook promoting the event. Total ad budget is \$18 (I will cover the fee)

- Please let me know if any design work for signs, etc. are needed for displaying at the dinner. What else can I do to help? It would be great to have an update on what is left to be done, when event setup begins, what is needed during the event, etc. Thank you!

12. Action Items:

- Draft notice of annual meeting to membership - Paul
- Draft electronic ballot for annual meeting elections - Paul
- Send email to squirts re peer to peer recruitment for LTS; do presentations at Las Estrellas and other schools if possible. - Paul and Joe Dieckhaus

13. New Business:

- Minnesota Hockey Annual Meeting, April 14-16, 2023; Marriott in St. Louis Park
- Hockey Leaders Conference May 5-6 also at the Marriott in SLP (Nancy)
- Yearly / Seasonal Calendar - 1-pager needed (Nancy)
- Tournament Scheduling (Nancy)
- \$200 Raised for Starwhal fundraiser through Give.MN. We need to ask the Starwhal parents what they intend the money to go toward.
- End of season letter.

Discussion concerning the balance of practices and games, especially at the squirt level, as well as how to trim the number of games. No decisions.

Justin Thatcher will be trained with respect to equipment manager.

Brad V. will not return as webmaster. Dan G. will not return as coaching coordinator.

14. Adjournment: 8:43 pm