

# City of Lakes Youth Hockey Association

## September 2022 Meeting Minutes

September 15, 2022

1. Call to Order: 7:03

2. In attendance: Cory, Nancy, Peter, Seth, Sarah, Josh, Paul

3. Previous meeting minutes:

[https://docs.google.com/document/d/1OVJ\\_bScrVYWYexxGV0gCJLsv4VBlcCkE/edit](https://docs.google.com/document/d/1OVJ_bScrVYWYexxGV0gCJLsv4VBlcCkE/edit)

Minutes accepted: 7:05

4. Old Business:

- Working document for proposed Bylaws revisions has been distributed to Board for all to suggest revisions, changes, edits, etc.
- Add DIBS item for September 10 Open Streets North West Broadway, 10:00 - 4:00
- "Archive" events on front page of website, and add our new upcoming events (Audubon Farmers' Market, Camden Back to School, Open Street, Open House, etc.)
- New emails are set up?
- Provide access to the google drive to those emails?
- Discounts codes for scholarships (Goalies? scholarships. How much for each?)
- Equipment Manager position is void
- Do we need to register with District 2
- Jersey purchases (Provide jerseys for new mites/minis?) [Create an option for custom ordering](#) ? Do we need to put this in registration? A waiver?
- Goalie specific training this year? Who was that through?
- Do we have a grievance process, hockey is for everyone to post in the welcome letter?

Review Action Items:

- The board needs to finalize our plan for advertising THFF & LTS.
- We need to understand from Jennifer what our social outreach strategy could be for THFF & LTS and how well we could target parents of District 1 students.
- Seth will research other ways to advertise THFF & LTS at MPS and other District 1 schools
- Cory and Nancy to finalize bullying policy before registration opens to include with registration
- Peter to begin researching pull tabs
- Cory email District 2 to notify them of our intentions
- Peter send names of people with unfulfilled hours to Nancy

5. Monthly Calendar Review:

[https://docs.google.com/spreadsheets/d/1HOKnfJ3mwx4ykYM\\_eHQkrJsHqBbGa\\_MIDiG89GOMgjc/edit#gid=0](https://docs.google.com/spreadsheets/d/1HOKnfJ3mwx4ykYM_eHQkrJsHqBbGa_MIDiG89GOMgjc/edit#gid=0)

## 6. President's Report:

- Fundraising
  - Coupon sales
  - Pull tabs
    - Need to have a gambling manager that is a full voting member for atleast 90 days
      - Most groups hire this position
    - Hire an outside auditor (\$4,000-10,000)
    - A return is due monthly
    - An annual audit is required
    - Taxes are 9-36% - variable tax
    - We would need a bar to host
      - Booth operated
        - 10% of net receipts (max of \$1,750/month)
      - Bar operated
        - 20% of net receipts (no max)
      - Machine operated
    - Premise permit
    - Lease with bar
    - mn.gov/gcb for forms and applications
      - Forms needed would be in the LG200 forms
  - No word from Jax yet
- Registration
  - Numbers
    - 15U - 8
    - Peewee - 12
    - 12U - 1
    - Squirt - 10
    - 10U - 1
    - Mite - 6
    - Mini - 2
  - Notes
    - Lost the Dicksons
- Scholarship Requests
  - Jake Song
    - Mite
    - Requesting 50% (\$250)
    - Single income family; dad is a rising postdoctoral researcher in the medical field
    - Board passes motion to grant scholarship; 7:26 p.m.
  - Aubrey Keenan
    - Didn't get the goalie discount and asking to be considered for a retroactive discount
- Volunteer Opportunity
  - Josh Klicka
  - U of M sports management student
  - Interested in helping on and off the ice
- [Locker Room Policy/Monitor](#)
- Learn to Skate/Try Hockey For Free
  - Clarification on insurance
  - Any more needs with marketing
- DIBS
  - Available hours for the first mini/mites practices?
- Avario? Jeff?
  - What levels are our teams going to be?

- Goaltending Coordinator
  - Appointed position?
  - Pat Schwartz
    - Committed for the whole season and beyond
    - Will attend practices as needed
    - Will coach the coaches
    - Dryland sessions in the summer
    - Parent meetings
    - Attending games
    - 25+ hours/week
- Players that aren't ready to commit, what is the best place for them to try if they can't make the open house? They would be required to register for USA Hockey?

Accepted: 7:41

#### 7. Treasurer's Report:

- 2022-2023 registration
  - \$26,198.99 revenue in registration fees generated for season as of 8/15.
  - Registration numbers are 50% of 2021-2022 totals, but in line with numbers as of 9/15
  - Refunded \$75 each to 5 families who paid in full and weren't given the early registration discount
- Accounts & Cashflow
  - Current account balance: \$53,083.27
  - Need to pay Augsburg for last 2022 ice time invoice, waiting for treasurer to receive debit card. Paid \$25 for expedited debit card, which never arrived, will follow up with Huntington.
  - PayPal and Venmo are linked to the [mplstitanstreasurer@gmail.com](mailto:mplstitanstreasurer@gmail.com) account. I will either make [treasurer@minneapolisitanshockey.com](mailto:treasurer@minneapolisitanshockey.com) primary or close the current accounts to open new accounts.
  - I'd like to explore cheap / free bookkeeping software for tracking cashflow and budget. This will make the process of balancing accounts and tracking expenses transparent and consistent.
- Misc: We paid \$25 for an expedited debit card, which I still haven't received. I will Follow up with Huntington Bank

Accepted: 7:47

#### 8. Vice President's Report:

Open House: Nancy will coordinate 12:30-3:00. Who can be the point person from 3:00-end of event?

What is the schedule for ice and how is it divided?

How can the [calendar](#) be updated to include Open House better? Right now it just shows volunteer shifts.

Nancy will send email to membership with final info and request for more volunteers. There are not many kids registered for THFF, so how many volunteers do we really need?

What is the equipment room situation?

What is the budget for Open House expenses? The marketing budget is \$1200.

What items/tasks need to be added to this [planning document](#)?

Accepted: 8:26

#### 9. Secretary's Report:

Accepted:

#### 10. Ice Director's Report:

Accepted:

## 11. Appointed Positions Reports

Equipment Manager (Dalton VanBuren):

Coaching Coordinator (Dan Gustafson):

- Minis
  - Heidi
  - Amy?
  - Josh Klicka (Sunday's for sure, maybe more)
- Mites
  - Eric V
  - Erin (as needed)
  - Colin?
- Squirts
  - Dustin
  - Aaron
  - Eric V
  - Jeff P?
- Peewees
  - Eric L
  - Seth
  - Mike
- 10U
  - Nobody from Titans
- 12U
  - Rich (with two other LP coaches)
- 15U
  - Dan
- Coaches meeting 9/25 or 10/2

District Representative (President or available board member):

- Patrick was elected as the prospective district president
- Level 4 CEP will only be virtual and staffed by USA Hockey (8 Hours)
- 11/21 is a mandatory meeting for coaches/managers
  - They are requesting Anne to demonstrate gamesheets
- 75 minute games for peewees for D1 (D8 rules)
  - D2 is undetermined
- Starwals were a scheduling problem last year
  - They would like to avoid short notice and don't add games unless we give 7 days notice
- District 1 is looking for volunteers for positions

Fundraising Chair: (Open):

[Sponsorship Packet complete](#). Michelle Spangler did a great job on this! Please review and give any final feedback for edits. Sponsorship/grants (including grants, correct?) goal: \$10,000. Please send this to anyone you can think of. Please ask businesses you use to sponsor us, plumber, realtor,

mechanic, etc. What's the printing budget? Should we have some good copies made? Connections made: Larsen Dental - yes, Diamonds Coffee Shoppe -yes, Mpls Health and Wellness - pending, NE Lions - pending a vote next month. Sept 22, 6:30 pm Nancy will ask Eastside Oldtimers to sponsor us. This is the same night as the farmers market. Who can help out at the market so I can leave by 6:15?

Joe and Liz McLay solicited donations at an event on Sept 12. \$100 came in from 7 donors.

Wreath Sale will run Oct 1-29. I'd like to see managers work with Seth Spangler to organize team door-to-door sales. Let's take the pressure off people needing to sell so much to their families and own networks if possible. Cory and I are working on an incentive: Every skater who sells 10 wreaths gets to attend a HUGE TITANS BASH including a lock-in. Likely location is Gustavus Adolphus Church on Johnson and 27 Ave. Who would like to help plan the party? Who would like to chaperone?

80 skaters X 10 wreaths X \$15 = \$12,000. Can we please put group sales dates on the calendar now? Suggest we schedule 1-2 group outings per team to run directly after a practice. Managers please coordinate neighborhoods/blocks for each team or group to target so we're not overlapping.

A direct appeal campaign like Fan Angel could help us raise a good deal of money. Last year approx 40 baseball players raised \$12,000 for Edison baseball. Who would like to help? I suggest we plan to launch it over the winter school break and tie it to a skating goal like rink rats. 80 skaters X \$100 = \$,8000.

Recruitment/Promotions Coordinator (Seth Spangler):

Registrar/Safesport Coordinator (Sarah Carsello):

- Most of the coaches have completed USA Hockey registration, Safe Sport, and age specific modules. No issues/requests for assistance needed at this time.
- Board and other appointed positions have been submitting USA Hockey registrations and Safe Sport. There are a few outliers; Sarah will send the list to Cory.
- Still open questions on creating the Co-op teams and identifying the players that are playing on a co-op team versus co-ed team (need to send names to Langford).
- Received a spreadsheet of names of youth that registered last year and have not registered this year. Sarah will review the list and send it to Cory to assist with contacting families.

Volunteer Coordinator (Open):

-Nancy will add DIBS shifts to help at October mini practices. Cookie, say more about what the volunteer's role will be.

Tournament Coordinator (Anne Monnens):

Webmaster (Brad VanWinkle):

Manager Coordinator (Cory Larson):

Communications Lead (Jennifer Van Buren):

## 12. Action Items:

- Managers must assign people as locker room supervisors and they need to be SafeSport certified
- Cory to communicate to team managers
- Cory will clarify with Pat Schwartz that this a volunteer position - Cory

- Check with Paypal and Venmo to see if we are charged for having people use those to pay us or donate to us - Peter
- Will look into getting insurance - Cory
- Email Emily Wolfe about opening NE Arena on Sunday, September 18, 2022 - Paul (DONE 9/16/22)
- Will look into program sales at Wild games - Paul (DONE - application submitted 9/16/22)
- Will go to Wild Equipment Drive on Saturday, September 24, 2022 - Dalton, Paul

### 13. New Business:

Program Sales at Wild Game - Should we apply? Eric V told us about this. Nancy can fill out the application if we want to try to get chosen.

[https://wild.formstack.com/forms/mnwild1718\\_programsales\\_application](https://wild.formstack.com/forms/mnwild1718_programsales_application)

Reimbursement for background checks?

- Board passed motion to reimburse for background checks

We participated in Open Streets West Broadway; Board has been briefed

Minnesota Wild equipment drive is September 24, 2022, from 10:00 a.m. to 12:00 p.m.

Ribbon cutting at NE Arena is October 12, 2022, in the afternoon (exact time is not yet set); Gary

Bettman, Craig Leipold, and Matt Majka will be there; we should have a good Titans presence

Have we gotten USA Hockey sanction for Nov. 5 THFF? [YES registration here](#)

Equipment from MN Wild - 9/24 from 10 AM - 12 PM @ Gate 1 Xcel Center

Equipment purchase advice?

Maggie and Shannon (Mpls Cheerleaders) will be at the Open House. They are seasoned Learn to skate instructors

### 14. Adjournment: 8:47