

City of Lakes Youth Hockey Association

June 2023 BOARD and MEMBERSHIP Meeting Minutes

June 15, 2023

1. Call to Order: 7:02

2. In attendance (Board, Appointed Positions): Cory, Seth , Nancy, Peter, Joe, Paul, Brandon, Jennifer, Dalton, online - Geoff, Abigail, Sarah, Anne, Zhimin

Total attendance and determination of membership quorum: Quorum is 12

3. Previous meeting minutes:

<https://docs.google.com/document/d/18wIKSfKhfHDLnXVdSU2xo6bz6Yoz5Ch9/edit>

Minutes accepted: 7:04

4. Old Business:

- NOMINATION and ELECTION of OPEN BOARD POSITIONS and OFFICERS
- FIRST READING of PROPOSED AMENDMENTS to ASSOCIATION BYLAWS
- Lawn signs
- Individual board emails?

Review Action Items:

- Provide copies of Articles of Incorporation, Bylaws (current and proposed), Conflict of Interest Policy, and Minnesota Hockey Handbook to all Board members, and receive written confirmation of receipt and review; also, new members should review association leadership, structure, and governance materials from USA Hockey and Minnesota Hockey - Paul and Board members - DONE by Cory
- Transfer Secretary and Ice Director emails to [Joe Dieckhaus](#) and [Brandon Arneson](#) respectively. For the present, no other Board members (other than officers and appointed positions will have dedicated emails.)
- Nancy will make sure the banner is ready for Juneteenth.
- Anne M. needs approximations of team numbers for tournament planning/scheduling. - Cory
- [Jennifer Van Buren](#) will design new lawn signs and explore vendor options.

5. Monthly Calendar Review:

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

6. President's Report:

- Langford president (Scott Hamilton) has resigned
- Laura Mays will be taking over the position
- Starwhals
 - Minneapolis will host the 12U and 15U team
 - Langford will host the 10U team
 - Each girl will register with their appropriate age group and pay the host association of that age
 - We will attempt to make it clear where to register but if a family accidentally registers with the wrong program, we will catch it and send them the correct link
 - We will work on making the experience the same regardless of which program is the host
 - Uniforms needed?
- LTS
 - Registration will be open for the next year within the next week or so.
 - Link will be on the website
 - \$20 registration fee and then \$35/month.
 - Families are able to stop payment at any time
 - Ice times are tentatively scheduled and should be mostly Sunday afternoons
 - VOLUNTEER COACHING needed (or do we need to pay?) or possibly a LTS coordinator
- Outreach
 - Went to the Pillsbury, Waite and Columbia Heights fairs.
 - Good response from the community
 - They have been put into the execution calendar so they are on our radar for next year
 - I propose we put these items in DIBS early on so people can volunteer
 - Juneteenth on Saturday
 - NE parade is this Tuesday
 - Waite Park Community Council Table - 9/9
 - Hat Trick Challenge - Retention, Acquisition and Conversion - Do we want to do it?
- Pass the puck grant was denied but we can reapply after September 1st
- We will need a mite head coach
- Boundary Map

Accepted: 7:33

7. Treasurer's Report:

- Cash on hand (as of 6/15):
 - Checking: \$16,974.47
 - Cash box: \$5.83
- Income YTD:
 - Registration

Registration Fees	Budgeted Amount	Deposit Amount
U15		\$ 15,000.00
Pewees		\$ 17,632.49
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		\$ 2,615.03
REGISTRATION FEES TOTAL	\$ 50,625.00	\$ 66,843.27

- Volunteer buyout: \$1,622.50

- Fundraising profit: \$37,608, including \$10,449 from the spaghetti dinner
- Misc.: \$7,969.39
- D1 Festival concessions profit: \$644.01

- Budget Summary YTD

CURRENT BUDGET SUMMARY	BUDGET	ACTUAL
Total Income	\$ 92,625.00	\$ 118,688.32
Total Expenses	\$ 96,203.00	\$ 126,609.11

- Remaining expenses include:
 - NE Ice Arena Storage: \$840
 - D2 Fees
- FY 2022-23 Books will close on 6/31

- Taxes will be filed by 8/31/2023

- 2023-2024 Proposed Budget

CURRENT BUDGET SUMMARY	BUDGET
Total Income	\$ 146,754
Total Expenses	\$ 146,754
INCOME	
Registrations	\$ 81,625
Volunteer Buyout/Fee	\$ 1,500
Fundraising/Grants	\$ 63,629
Misc.	\$ -
TOTAL	\$ 146,754
EXPENSES	
Indoor Ice	\$ 70,000
Tournaments	\$ 10,600
Coach Expenses (Tournaments)	\$ 500
Year End Tournaments	\$ 3,200
Referees	\$ 500
District League Fees (D1 + D2)	\$ 7,000
Equipment	\$ 1,000
Training /Background Checks (USA Hockey)	\$ 500
Coach Jackets	\$ 500
Website	\$ 845
Avario Scheduler	\$ 525
Budgeting Software	\$ 324
Storage	\$ 840
Banquets/Awards (7 teams @ \$200 ea)	\$ 1,400
Skills/Goalie Coach	\$ 4,200
Marketing	\$ 2,000
LTS Registration	\$ 1,500
PO Box	\$ 170
Scholarships	\$ 5,500
Fundraising	\$ 10,000
Miscellaneous	\$ 250
Tournament Hosting Costs	\$ 400
Goalie Discount Refunds	\$ 2,000
LTS Discounts	\$ 3,000
Charitable Gambling Loan	\$ 20,000
TOTAL	\$ 146,754

Accepted: Budget Report at 7:57

8. Vice President's Report:

- Lock on the storage room is broken. Emily Wolfe of MPRB has been very helpful with coordinating a fix. Her team of carpenters cannot repair the lock but they are willing to tear open the door if we need them to. Our contract states that Titans are responsible for the door and lock. Central Lock will attempt to repair the lock tomorrow, 6/16. Estimated cost is \$125. Hopefully this will work and we will not have to destroy the door to get access.
- Banner - pvc pipe should make a good pole for carrying the new banner in the parade. Who can I give this to for the parade? Can you cut it down to size?

Accepted: 8:01

9. Secretary's Report: No formal report.

Accepted: n/a

10. Ice Director's Report:

- We have received ice time from MPRB and Ramsey County
 - More than last year at both
 - Ramsey County has given us time at Pleasant Arena, which does not have to be used exclusively for girls hockey (other ice does)
- Learn to Skate sessions have been roughly scheduled for September 10 through the end of the season
 - Weekly on Sunday afternoons, usually around 3 PM
 - We have the option to combine this with Try Hockey for Free on a couple occasions, do we think this is a good idea?
- Still waiting on Augsburg ice times
- Next steps:
 - Scheduling Goalie Clinics, Power Skating, and Open House
 - Scheduling pre-D1 game schedule practices for September/October (this will occur in August when we begin to have a better idea as to how many teams/players we will have. Let's push for two squirt teams!)

Accepted: 8:08

11. Gambling Manager's Report:

- Today starts our 90 day period, on September 13th I will be able to submit all applications to the State of MN.
- Meeting with Chris from MN Gaming Services next Thursday June 22nd to get all applications, and get forms in place. We will also go over the lease and premise permit for the bar that the pull tabs will be placed in.

Accepted: 8:09

12. Appointed Positions Reports

Equipment Manager (Dalton VanBuren): Will be at ice arena to meet locksmith

Coaching Coordinator (Brandon): nothing today

District Representative (President or available board member):

- New district director was elected this week. Congratulations [Paul Egtvedt](#)

Fundraising Chair: (Open):

- No report
- No meeting in June
- Next meeting July 24, 6-7:30 p.m. We will coordinate the fall sales, support lawn sign distribution, plan 1-2 dine outs, plan parent mixer, look ahead to Give to the Max, and write funding requests to community organizations. WHO WANTS TO HELP?
- This committee needs a chair. Contact Nancy Nordeen for info.

Registrar/Safesport Coordinator (Sarah Carsello):

USA Hockey Season 2023-2024 requirements–

Who needs SafeSport Training or a USA Hockey Screen

The following participants are required to have SafeSport Training and/or Background screen BEFORE the participant is allowed to have regular contact or authority over Minor Athletes (includes practices and team meetings):

Category of USA Hockey Participant	SafeSport Training	Background Screen
Affiliate Board of Directors	✓	✓
Member Program Administrators, including board members, hockey directors, or other employees of the Program	✓	✓
Coaches eighteen (18) or older	✓	✓
Officials eighteen (18) or older	✓	✓
Staff persons or volunteers eighteen (18) or older with regular contact and/or authority over minors (e.g., team managers, locker room monitors, chaperones, team drivers, etc.)	✓	✓
Coaches, officials, staff persons or volunteers with a 2006 birth year (turning 17 on or before December 31, 2023)	✓	✗
Players with a 2006 birth year (turning 17 on or before December 31, 2023) or earlier, and playing on a team that allows Minor Athletes	✓	✗

SafeSport Training

Renewal must be completed within 12 months of the prior training. Everyone, please go through it again ahead of the new season start.

Policy Requirements

USA Hockey Member Programs and Affiliates must follow the policies in the USA Hockey Safe Sport Program Handbook. In addition, Member Programs must develop and implement, in writing, the following policies, consistent with the provisions found in the Safe Sport Program Handbook:

- Locker Room Policy (review for current season)
- Travel Team Policy (includes both Transportation and Lodging)

Volunteer Coordinator (Open):

Tournament Coordinator (Anne Monnens): Scheduling in process

Webmaster (Cory Larson):

- All email access and rights have been transferred to their new owners
- board@minneapolisitanshockey.com has been created
- info@minneapolisitanshockey.com is still existing for the executive board members

Manager Coordinator (Matt Sheldon):

Communications Lead (Jennifer Van Buren): Link to lawn sign design options:

https://drive.google.com/drive/folders/19oUOAVnj9Qf_uyQnZu7eDHJ6SWrOjpV8?usp=drive_link

- Please send me an email with your feedback.

12. Action Items:

- Secretary to update website w/ current policies
- Cory to get Jen info on Hat Trick Challenge
- Nancy to get Cory PVC pipe
- Dalton to get swag tote to Paul
- All board members must complete SafeSport and Background check through USA Hockey
- Nancy, Sarah and Joe to work on Traveling Team Policy
- Cory to update execution calendar with May 1 tournament registration task
- Cory to update execution calendar with summer camp info in March
- Cory to open registration mid-July

13. New Business:

- Installation of new Board members and Officers- completed by acclamation
- Second reading of the proposed new Bylaws - accepted 8:30
- Any camps available?
- Starwhal Uniforms
- Need for volunteers Juneteenth and especially walkers and rollerbladers for the NE Parade; spread the word.
- Tendered resignation of [Paul Egtvedt](#) from board
- Provisional acceptance of Geoff to board with Sarah's resignation

14. Adjournment: 8:43