



Coon Rapids Youth Hockey Association

Purpose

To capture meeting agenda items, action items, and motions (key decisions) from monthly Board Meetings. Meetings are held on the last Sunday of each month at 7:00pm at Coon Rapids Ice Center. Minutes are taken by the Secretary unless otherwise noted.

CRYHA Board Meeting

DATE: April 27, 2025
TIME: 7:00pm (called order at 7:00pm)
LOCATION: Coon Rapids Ice Center

Participants

<input checked="" type="checkbox"/> Tia Duhamel, President	<input checked="" type="checkbox"/> Deb Pulskamp, Vice President
<input checked="" type="checkbox"/> Holly Bachman, Treasurer	<input checked="" type="checkbox"/> Kristin Hultquist, Secretary
<input checked="" type="checkbox"/> Stacey Johnson, Youth Traveling Director	<input checked="" type="checkbox"/> Missy Walicke, Girls Traveling Director
<input checked="" type="checkbox"/> Nick Hanzlik, Mite Director	<input type="checkbox"/> , Recruitment and Retention
<input checked="" type="checkbox"/> Joe Carlin, Traveling Coaching Director	<input checked="" type="checkbox"/> Jeremy Johnson, Player Representative
<input type="checkbox"/> , Fundraising/Volunteer Coordinator	<input checked="" type="checkbox"/> Jocelyn Matanich, Communications Coordinator
<input checked="" type="checkbox"/> Corrie Niska, Mite Coaching Coordinator	<input checked="" type="checkbox"/> Jenni Gallipo, Tournament Coordinator
<input checked="" type="checkbox"/> Dan White, Equipment Manager	<input type="checkbox"/> , Sponsorship Coordinator
<input type="checkbox"/> Brian Morgan, Registration	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
<input checked="" type="checkbox"/> Tim Matsch, Ice Scheduler	

Guests: Michelle Clark (Assistant Gambling Manager), Maddie Trepanier, Erik Trepanier, Mike Hawk, Andrea Hatehitt

**Non-voting members are designated with a grey highlight and yellow highlight if the position is vacant.*



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Agenda items & meeting minutes

Please refer to the Motions Made section for details on the motions made regarding agenda items noted with an asterisk (*).

Topic	Board Member	Agenda Items
Attendance	Kristin Hultquist	Roll call: 7:02pm
Agenda *	Tia Duhamel	April 2025 *
Prior Month Minutes *	Tia Duhamel	March 2025 *
President & D10 Reports	Tia Duhamel	<p>PRESIDENTS REPORT</p> <ul style="list-style-type: none"> • Continued participation in meetings for both boys' and girls' co-op programs. Progress is ongoing across both groups. <ul style="list-style-type: none"> ○ SLPCR Peewee and Bantam Contracts: Presented to the board via email; board to vote on submission. SLP President will forward to D10 for final approval. * ○ Girls' Co-op contract with Champlin and Anoka is nearing completion. Remaining items include finalizing ice scheduling and registration details. <ul style="list-style-type: none"> • A request letter was submitted to D10 asking for the inclusion of 8U players in the girls' co-op. Awaiting response. <p>SUMMARY OF D10 MEETING</p> <ul style="list-style-type: none"> • Attended the meeting in early April. • D10 will attend a Minnesota Hockey meeting to review the expiring 3-year Game Sheet contract. • Leaders Excellence conference scheduled for May 3rd - 4th.
Treasurer Report *	Holly Bachman	<ul style="list-style-type: none"> • Significant Changes: None • Revenue Sources for March 2025: Gambling Donations, Registration & Player payments, Misc. Donations and Sponsorships. • Employees (new/terminated/resigned): • Process and Controls: N/A • Identified Risks: N/A • Annual Audit (preparation, status, presentation): • Misc: Discussion regarding the projected positive balance at the end of the 2024–2025 fiscal year (ending June 2025). Planning is underway to determine appropriate use or spend-down of excess funds for the upcoming year.
Gambling Committee	Sue Erickson Tia Duhamel Kristin Hultquist Deb Pulskamp	<ul style="list-style-type: none"> • Reviewed/discussed the following: <ul style="list-style-type: none"> ○ Completeness and accuracy of all deposits, game records, game counts/audits, raffles, and financial statements. • Accounting: <ul style="list-style-type: none"> ○ Reviewed/confirmed every aspect of the CRYHA Gambling Fund.
Gambling Report	Gambling Manager: Sue Erickson	<ul style="list-style-type: none"> • Significant Changes: NA • Gambling Sources (sources, sites, upcoming events, etc.) • Process and Controls: NA • Identified Risks: N/A • Compliance (rules, regulations, star rating): <ul style="list-style-type: none"> ○ 4 Star rating



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		<ul style="list-style-type: none"> • Annual Audit (preparation, status, presentation): <ul style="list-style-type: none"> ○ Gambling Financial Review* ○ March 2025 gambling activities and related expenses * • Misc: <ul style="list-style-type: none"> ○ Email Vote – Bylaws Update: For tax filing purposes, the CRYHA auditor requested a revision to Section 2: Purpose of the bylaws. The original statement— “CRYHA is organized and shall be operated exclusively to engage in, advance, support, and promote the sport of hockey in the city of Coon Rapids.”—was updated to include “and surrounding area” to reflect charitable gambling sites in St. Francis and Oak Grove * ○ Suggested donation to CRYHA of \$93K* ○ Suggested donation to SFYHA of \$30K* ○ Coon Rapids High School All Night Party donation \$2K* ○ Requesting to purchase AccuCounter for counting paper pull tabs \$2K* ○ Requesting to purchase a V2 computer for races at MC Garage \$1800* ○ 363 games closed out in March – record amount ○ Working with bar owners and general managers on pull tab differing ○ Stumpy’s seeks to partner with Coon Rapids High School Football for charitable gambling and requests Sue’s assistance. This would be CRYHA’s fifth and final allowable site under its current license, until Football takes over. * ○ The State of MN informed St. Francis that their gambling manager, Sam, must be a voting SFYHA board member for at least 90 days to qualify for a license. CRYHA will continue overseeing their gambling sites until this requirement is met.
Mite Director Report	Nick Hanzlick	<ul style="list-style-type: none"> • Held Mite Committee meeting <ul style="list-style-type: none"> ○ Discussed survey results and how to improve for next season ○ Addressed equipment needs. ○ Discussed summer training sessions and JCC
Admin Committee	Tia Duhamel	<ul style="list-style-type: none"> • Admin meeting met on 4/13, finalized role transitions and possible policy updates.
Hockey Ops Committee	Stacey Johnson, Joe Carlin, Missy Walicke	<ul style="list-style-type: none"> • Awaiting D10 approval for co-op contract approvals (girls’ co-op to include Anoka). No further updates until approvals are received.
Unfinished business	Kristin Hultquist Tia Duhamel Tim Matsche Sue Erickson	<ul style="list-style-type: none"> • Bylaw updates: 19 updates requested (see attached). Each update was read aloud and discussed with attendees. * • Gift for rink employees will be further discussed as a potential option for next year. • Blue Ox trailer Follow-up from March meeting: Sue was to connect with Jay about the CRYHA sponsorship logo but forgot to reach out. The topic will be revisited in May’s meeting with an update.
New Business	Tia Duhamel	<ul style="list-style-type: none"> • Election of interim Vice President to backfill until the next annual board meeting in March 2026. <ul style="list-style-type: none"> ○ Nomination: Deb Pulskamp, accepted; Nominated by: Tia Duhamel* • Election of Ex-Officio Board appointed Director Positions – Board appointed * <ul style="list-style-type: none"> ○ 11 voting members in attendance. ○ Volunteer/Fundraising position remains open. ○ Sponsorship position remains open: Maddie Trepanier was nominated but could not stay for the vote. The board will revisit the position at May’s meeting after hearing from her.
New	Tia Duhamel	



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Business Cont.		<ul style="list-style-type: none">○ Dan White accepted the Equipment Manager position; his current role of Recruitment and Retention, will be posted for backfill until the 2026 annual meeting. The position will be discussed further at the next regular board meeting on May 18th.• Policy Updates for the 2025/2026 season moved to May's Board meeting.• SLPCR Co-op contract review and approval*• Tim proposed offering some form of compensation to managers for their volunteer work during the season. Currently, coaches receive jackets and have their hotel expenses covered. This topic will be revisited at next month's meeting for further discussion.• The organizers of the Red & Black Open golf tournament contacted us to inquire about potential sponsorship. This item was tabled and will be discussed at the May meeting.
Good & Welfare		<ul style="list-style-type: none">•
Adjourned	Tia Duhamel	<ul style="list-style-type: none">• Time: 9:15 pm *



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Motions Made

Agenda Topic/Agenda Item	Motion By	Motion Seconded	Opposed?	Motion Pass?
Agenda: April 2025	Kristin Hultquist	Joe Carlin	No	Yes
Meeting Minutes: March 2025	Joe Carlin	Missy Walicke	No	Yes
Meeting Minutes: Annual Meeting	Missy Walicke	Joe Carlin	No	Yes
Election Board Member – Interim 1 year Vice President Nominee: Deb Pulskamp Nominated By: Tia Duhamel			N/A	Yes
Bylaw Updates: See Attached 19 Total Updates	Joe Carlin	Holly Bachman	No	Yes
Election Ex-Officio Position: Tournament Coordinator Nominee: Jenni Gallipo Nominated By:	Kristin Hultquist	Holly Bachman	N/A	Yes
Election Ex-Officio Position: Communications Coordinator Nominee: Jocelyn Matanich Nominated By: Jocelyn Matanich	Nick Hanzlick	Perry Troyer	N/A	Yes
Election Ex-Officio Non-Voting Position: Registration coordinator Nominee: Brian Morgan Nominated By: Tia Duhamel/Brian Morgan	Holly Bachman	Missy Walicke	N/A	Yes
Election Ex-Officio Non-Voting Position: Ice Coordinator Nominee: Tim Matsche Nominated By:	Kristin Hultquist	Missy Walicke	N/A	Yes
Election Ex-Officio Non-Voting Position: Gambling Manager Nominee: Sue Erickson Nominated By: Everyone	Holly Bachman	Perry Troyer	N/A	Yes
Election Ex-Officio Non-Voting Position: Equipment Manager Nominee: Dan White Nominated By: Dan White	Perry Troyer	Nick Hanzlick	N/A	Yes
Treasurer Report: March 2025 Financial Statements	Joe Carlin	Nick Hanzlick	No	Yes
Email Vote: Bylaw verbiage updated per auditor	Corrie Niska	Holly Bachman	No	Yes
Gambling Report: March 2025 Gambling Activities/Related Expenses	Joe Carlin	Nick Hanzlick	No	Yes



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Gambling Report: May 2025 Estimated Gambling Activity and Expenses	Deb Pulskamp	Jo Carlin	No	Yes
Gambling Report: March 2024/2025 Gambling Activity Comparison	Deb Pulskamp	Joe Carlin	No	Yes
Motion: Purchase of AcuCounter Total Amount Approved: \$2K	Joe Carlin	Dan White	No	Yes
Motion: Purchase of V2 Computer Total Amount Approved: \$1800K	Joe Carlin	Dan White	No	Yes
Motion: Adding fifth and final site to support CR Football start up with Gambling (Stumpy's).	Joe Carlin	Jeremy Johnson	No	Yes
Motion: Allowing Sue Erickson (CRYHA's Gambling Manager) to oversee Stumpy's as a Gambling site for CR Football.	Joe Carlin	Jocelyn Matanich	No	Yes
Motion: Donation CR High School Senior All Night Party Total Donation Approved: \$2K	Joe Carlin	Dan White	No	Yes
Motion: Donation Gambling to CRYHA Total Donation Approved: \$93K	Joe Carlin	Dan White	No	Yes
Motion: Donation Gambling to SFYHA Total Donation Approved: \$30K	Kristin Hultquist	Dan White	No	Yes
Motion: SLPCR Co-op Contract Approval	Kristin Hultquist	Corrie Niska	No	Yes
Motion: Manager Compensation				
Motion: Red Black Open				
Adjournment- 9:15pm April 2025 Board Meeting	Joe Carlin	Holly Bachman	No	Yes



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Supporting Documents

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



Coon Rapids Youth Hockey Association

Balance Sheet
As of March 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
11800 Spire Savings Account	116,943.81
11810 Spire Main Checking Account	76,244.77
Total Bank Accounts	\$193,188.58
Total Current Assets	\$193,188.58
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	(6,800.00)
Total Other Assets	\$ (6,800.00)
TOTAL ASSETS	\$193,188.58
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	281,823.49
32000 Unrestricted Net Assets	(158,947.24)
Net Revenue	70,312.33
Total Equity	\$193,188.58
TOTAL LIABILITIES AND EQUITY	\$193,188.58

COON RAPIDS YOUTH HOCKEY ASSOCIATION BYLAWS

(Amended 6-2013; approved 7-28-2013)

(Amended 8-2000; approved 10-29-2000)

(Amended 2-2002; approved 3-10-2002)

(Amended 1-2004; approved 3-14-2004)

(Amended 4-2005; approved 5-23-2005)

(Amended 7-2005; approved 7-12-2005)

(Amended 8-2005; approved 8-25-19)

(Amended 2-19-2020; approved 6-28-2020)

(Amended 2-28-2021; approved 3-28-2021)

(Amended 2-27-2022; approved 3-27-2022)

(Amended 2-26-2023; approved 3-26-2023)

(Amended 2-23-2025; approved 4-27-2025)

ARTICLE I. NAME, PURPOSE, and AFFILIATION

Section 1. Name

The name of this organization shall be Coon Rapids Youth Hockey Association (CRYHA).

Section 2. Purpose

CRYHA is organized and shall be operated exclusively to engage in, advance, support, and promote the sport of hockey in the city of Coon Rapids and surrounding areas.

Section 3. Affiliate Agreement with Minnesota Hockey (MH)

CRHYA is committed to abiding by and acting in accord with the Articles of Incorporation, Bylaws, Rules and Regulations, Playing Rules, and decisions of the Board of Directors (BOD), MH, and such documents and decisions shall take precedence over and supersede all similar governing documents and/or decisions of this organization. Further, CRYHA is committed to assisting MH in the administration and enforcement of the provisions of the Bylaws, Rules and Regulations, Playing Rules, and decisions of the BOD of MH, within and upon its members and/or within its jurisdiction and agrees to be guided by the following core values of USA Hockey and MH:

SPORTSMANSHIP - Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.

RESPECT FOR THE INDIVIDUAL - Treat all others as you expect to be treated.

INTEGRITY - We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

PURSUIT OF EXCELLENCE AT THE INDIVIDUAL, TEAM, AND ORGANIZATIONAL LEVELS -

Each member of the organization, whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability.

ENJOYMENT - It is important for the hockey experience to be fun, satisfying and rewarding for the participant.

LOYALTY - We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

TEAMWORK - We value the strength of learning to work together. The use of teamwork is reinforced and rewarded with success in the hockey experience.

ARTICLE II. OFFICES

Section 1. Offices

The registered office of the organization shall reside in the city of Coon Rapids, Minnesota.

ARTICLE III. ASSOCIATION MEMBERSHIP

Section 1. Association Membership

Parents of players automatically become members of CRYHA and carry voting privileges when a player registers for any program sponsored by CRYHA. Also, any adult who, through their efforts, formally and actively participates in the CRYHA program shall be a member with full voting privileges. Members shall be entitled to vote for Board of Directors, amendments to these Bylaws and any other such issue as set forth in these Bylaws.

Section 2. Dues

Dues, if any, shall be determined by the Board of Directors.

Section 3. Termination

Membership in this organization terminates when any member no longer has a child in the organization and/or ceases to be a formal participant in the activities promoting the organization's purposes. Any member that disputes the termination of their membership will be required to appeal their status to the CRYHA Board of Directors.

ARTICLE IV. ASSOCIATION MEMBERSHIP MEETINGS

Section 1. Place

All meetings of the members shall be held at such meeting places as designated by the BOD.

Section 2. Annual Meeting of the Members

The annual membership meeting of the organization for the purposes of informing members of actions or policies adopted or requested to be adopted by the BOD, and electing BOD positions shall be held on the last Sunday of the month of March at a time and place designated by the BOD.

Section 3. Special Meetings of the Association

Special meetings of the members for any purpose shall be called by the President, at their own request, or at the request in writing of twenty-five (25) of the members entitled to vote at such meeting. Such call shall state the purpose or purposes of the proposed meeting, and the business transacted at all special meetings shall be confined to the purpose stated in that call.

Section 4. Quorum at any Association Meeting

A quorum is defined as more than fifty (50) percent of the voting members at any association meeting.

Section 5. Voting

Each member shall be entitled to one vote for non-ex-officio BOD positions, amendments to these Bylaws, and other such issues as set forth in these Bylaws and any issue as may be designated by the BOD. There shall be no voting by proxy and no cumulative voting. Upon demand of any member, the vote for directors or the vote upon any question before the meeting shall be by secret ballot. All elections shall be had, and all questions decided by a majority vote unless otherwise stated in these Bylaws.

ARTICLE V. BOARD OF DIRECTORS

Section 1. Board of Directors (BOD)

The management and business of this organization shall be vested by BOD. This Board will consist of a President, Vice President, Youth Traveling Director, Girls Traveling Director, Mite Director, Treasurer, Player Representative, Secretary, Recruitment and Retention Coordinator, Fundraising and Volunteer Coordinator, Communications Coordinator, Mite Coaching Coordinator, Traveling Coaching Director, Tournament Coordinator and Equipment Manager. Non-voting members of the Board include Registration Coordinator, Ice Coordinator, Gambling Manager, Sponsorship Coordinator and Ex-Officio President.

The majority of the Board must always consist of representatives selected through a democratic election process, and no more than one member per household may hold voting rights on the Board.

Section 2. Elections and Elected Directors

The majority of the Board must always be composed of representatives selected by a democratic election process by the members of the association. This must be considered even if the general members or the BOD expand or contract the number of Directors serving on the Board. The term for each elected position of the BOD is two (2) years. The BOD considered elected positions are the President**, Vice President**, Treasurer, Secretary, Youth Traveling Director**, Girls Traveling Director**, Mite Director, Mite Coaching Coordinator, Player Representative, Recruitment and Retention Coordinator, and Traveling Coaching Director.

The individual who has obtained greater than fifty (50) percent of the votes cast shall fill the elective positions. If one candidate is running, the vote shall still consist of a greater than fifty (50) percent majority by yay or nay ballot. If more than two candidates are seeking the same office, and no candidate receives greater than fifty (50) percent of the votes cast, the top two candidates will face each other in a runoff until a candidate receives greater than fifty (50) percent of the votes cast.

EVEN ELECTON YEARS	ODD ELECTION YEARS
Vice President**	President**
Secretary	Treasurer
Youth Traveling Director**	Girls Traveling Director**
Mite Coaching Director	Mite Director
Recruitment and Retention	Girls Traveling Director
	Player Representative

Section 3. Appointed Ex-Officio Directors and Other Members

The positions of Fundraising and Volunteer Coordinator, Communications Coordinator, Tournament Coordinator, and Equipment Manager are ex-officio members. The BOD will appoint individuals to fill these positions. Registration Coordinator, Ice Coordinator, Sponsorship Coordinator and Gambling Manager(s) are also appointed by the BOD but have no voting privileges. Past President will assume the Ex-officio President role by default of their former position in the association. Ex-officio President is not required to attend Board meetings and shall have no voting privileges.

All appointments of ex-officio director positions are made each year as the first order of business at the first regular meeting of the BOD following the annual meeting of the members. Each term for an ex-officio position ends and the new term begins after the annual appointment process of their position is concluded.

Section 4. Executive Directors

The Executive Directors shall be responsible for managing and resolving any grievances, human resources, discretionary, and disciplinary issues of the membership and shall be made up of the President, Vice President, Treasurer, Player Representative, Secretary, and Recruitment and Retention Coordinator. The President is a non-voting member of the Executive Board, except as a tie-breaking vote.

Section 5. Vacancies and the Filling of Vacant positions on the Board of Directors

If the office of any Board position becomes vacant by reason of death, resignation, retirement, disqualification, removal from office or otherwise, the Board of Directors then in office, by majority vote, may choose a successor(s) who shall hold office for the remaining term in respect of which such vacancy occurred. Once a position becomes vacant, The BOD shall solicit nominations for the vacant position from the membership for a period of fourteen (14) days. After the solicitation period concludes the Board will vote by secret ballot on all nominations received during the solicitation period. Filling the vacancy will be the first order of business at the next meeting, under quorum, of the Board of Directors.

ARTICLE VI. MEETING OF BOARD OF DIRECTORS

Section 1. Notice of Regular Meeting of the Board of Directors

Regular meetings of the Board of Directors (BOD) shall be held once per month. Association members are welcome to observe any regular or special meetings of the Board of Directors (BOD). Association members who are not Board members may present to the Board at a regular meeting as a specific agenda item for a period of five (5) minutes.

Section 2. Notice of Special Meetings of the Board of Directors

Special meetings of the BOD may be called by the President at any time and shall be called by them whenever requested to do so by any member of the BOD. Notice of special meetings shall be given to each director prior to the special meeting. Any action that could be taken at a meeting of the BOD may instead be taken without a meeting, provided it is done via email and in accordance with the quorum guidelines outlined in these Bylaws.

Any action which might be taken at a meeting of the BOD may be taken without a meeting if done in writing and signed by all the Directors.

Section 3. Quorum for Meetings of the Board of Directors

At all meetings of the BOD, a majority vote (more than 50 percent) of the directors in attendance shall constitute a quorum for the transaction of business. The act of the majority of directors at any meeting where a quorum is present, including Executive meetings, shall be considered the act of the BOD, unless specifically stated otherwise in these Bylaws.

At all meetings of the Board of Directors, a majority of the directors then in office shall be necessary and sufficient to constitute a quorum for transaction of business and the act of the majority of directors at any meeting at which there is a quorum shall be the act of the Board of Directors unless specifically stated otherwise in these bylaws. A quorum is also needed for executive board meetings.

Section 4. Order of Business

The Board of Directors may determine the order of business at their meetings.

Section 5. Resignations

Any member of the BOD may resign at any time by providing written notice to the BOD. A Board member may be considered to have resigned if they miss three (3) regular meetings within a twelve (12)-month period. A missed meeting may be excused with the consent of the President. If a Board member knows in advance that they will be absent, they must provide an update to another Board member to present on their behalf. If a Board member accumulates three (3) unexcused missed meetings, the Board of Directors will vote on their removal.

Any member of the BOD may resign by giving written notice to the BOD at any time. Any BOD shall be considered as having resigned upon missing three consecutive meetings of the Board of Directors. Any Member of the Board may also be considered having resigned for missing three regular meetings of The Board of Directors within a 12-month period. A missed meeting may be excused with the consent of said Board and noted in the minutes of the organization.

Section 6. Dismissals

A BOD member may be removed if they fail to fulfill the responsibilities of their role and do not meet the corrective actions set by the Board. The decision to dismiss a member will follow the CRYHA quorum rule and must be preceded by a written warning. In the event of dismissal, the BOD shall appoint an interim replacement until the next annual membership election.

ARTICLE VII. POWERS OF BOARD OF DIRECTORS

Section 1. Transfer of Assets to Organization

The BOD shall have the authority to approve and accept all property, gifts, funds, and facilities, turned over to the organization without responsibility or obligation to pass upon or determine the nature thereof.

Section 2. Powers

In addition to the powers and authorities conferred upon them by these Bylaws, the BOD shall have the power to do all lawful acts necessary and expedient to the conduct of business of this organization that are not conferred upon the members by these Bylaws.

ARTICLE VIII. OFFICERS

Section 1. President

The President shall be the Chief Executive Officer of the organization. They shall preside over all meetings of the membership and directors. They shall have general active management of the business of the organization and see that all orders and resolutions of the BOD are carried into effect. Attending District 10 meetings on behalf of the organization or designating another attendee.

Section 2. Vice President

The Vice President is responsible for assisting the President with the administrative and Hockey Operations of the organization, including but not limited to, oversight of all billing of association members. The Vice President shall oversee the Admin Committee. The detailed responsibilities of the Vice President shall be determined by the President. The Vice President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President, and shall perform such other duties as the BOD shall prescribe.

The Vice President shall have access to the financial institution and all applicable financial documentation to serve as oversight of the Treasurer. The role of the Vice President requires a hard credit check by the CRYHA financial institution.

Section 3. Secretary

The Secretary shall attend all CRYHA board meetings and record all votes and the minutes of all proceedings. Once approved, upload the minutes to the CRYHA website and shared drive. Other duties may include maintaining CRYHA master files, facilitating elections, updating these Bylaws and The CRYHA Policies and Procedures. They shall give or cause to be given notice of all meetings of the members and of the BOD and shall perform such other duties as prescribed by the BOD.

Section 4. Treasurer

The Treasurer shall have custody of the organization's funds and securities, keeping a full and accurate account of receipts and disbursements in books belonging to the organization. They shall deposit all monies and valuable effects in the name and credit of the organization, in such depositories as may be designated by the BOD; taking proper vouchers for such disbursements and render to the President and other directors at regular meetings of the BOD, whenever they may require it, an account of all transactions as Treasurer and of the financial condition of the organization. The Treasurer, along with the Vice President, is responsible for the oversight of all billing of association members (e.g., registration fees, ice bills, bank account, etc.). The role of Treasurer is subject to background and hard credit check. The treasurer shall have no access to the gambling financial account or funds.

Section 5. Youth Traveling Director

The Youth Traveling Director is responsible for all youth traveling hockey teams within the CRYHA organization. The Youth Traveling Director operates and performs all functions related to youth traveling teams within the greater function of the Hockey Operations side of the organization. Working in conjunction with the Hockey Operations group and the BOD, the Youth Traveling Director's duties include, but are not limited to: coordination and oversight of the tryout process for all youth traveling levels, recruitment, selection and supervision of coaches for all youth traveling teams, coordination and oversight of all player evaluation meetings, support for the Coaching Director in the coordination and completion of coaching clinics, and oversight of the Junior Gold level and its operation.

In conjunction with the Hockey Operations group and Executive Board, the Youth Traveling Director shall oversee the conduct of all parents, coaches and players participating in the traveling program. If the Youth Traveling Director finds any conduct inconsistent with the policies of this organization, or finds that coaches are not adhering to coaching standards or coaching policies established by the BOD, they shall have, with concurrence of the Executive Board, the responsibility of communicating the agreed upon appropriate disciplinary action to the offending party.

Section 6. Girls Traveling Director

The Girls Traveling Director is responsible for all girls traveling hockey teams within the CRYHA organization. The Girls Traveling Director operates and performs all functions related to girls traveling teams within the greater function of the Hockey Operations side of the organization. Working in conjunction with the Hockey Operations group and the BOD, the Girls Traveling Director's duties include, but are not limited to coordination and oversight of the tryout process for all girls traveling levels, recruitment, selection, and supervision of coaches for all youth traveling teams, coordination and oversight of all player evaluation meetings and support for the Coaching Director in the coordination and completion of coaching clinics.

In conjunction with the Hockey Operations group and Executive Board, the Girls Traveling Director shall oversee the conduct of all parents, coaches and players participating in the Girls traveling program. If the Girls Traveling Director finds any conduct inconsistent with the policies of this organization, or finds that coaches are not adhering to coaching standards or coaching policies established by the BOD, they shall have, with concurrence of the Executive Board, the responsibility of communicating the agreed upon appropriate disciplinary action to the offending party.

Section 7. Mite Director

The Mite Director is responsible for all mite and U8 teams within the CRYHA organization. The Mite Director operates and performs all functions related to mite and U8 teams. Working in conjunction with the Admin Committee, the Hockey Operations group and the BOD, the Mite Director's duties include, but are not limited to: organization and selection of teams for the Mite/U8 level, coordination of all player evaluation sessions, organization and running of skill development programs for the Mite/U8 level, scheduling of referees for Mite/U8 games, and oversight of the equipment loan program, in coordination with the Equipment Manager. The Mite Director may appoint a Mite Administrator per season to function as an assistant with admin needs. *The Mite Administrator will not be in a Board position and will be an appointed volunteer with no voting rights.

The Mite Director, in conjunction with the Mite Coaching Coordinator, shall oversee the conduct of all parents, coaches and players participating in the Mite program. If the Mite Director finds any conduct inconsistent with

the policies of this organization they shall have, with the concurrence of the Executive Board, the responsibility of communicating the agreed upon appropriate disciplinary action to the offending party.

Section 8. Recruiting and Retention Coordinator

The Recruitment and Retention Coordinator is responsible for all activities in pursuit of recruiting new players to the organization and retaining current players. This includes, and is not limited to, community and city functions, school communication and the organization of the Junior Cardinal Camp (JCC).

Section 9. Player Representative

The Player Representative is responsible for representing the player's best interests by gathering and evaluating inputs from participants in CRYHA. They shall gather information with appropriate surveys, meetings and discussions with coaches, players, and parents. The Player Representative shall be approachable by all members of CRYHA. When necessary, the Player Representative is responsible for representing the player's interest in a confidential manner.

Section 10. Traveling Coaching Director

The Traveling Coaching Director is responsible for oversight of all coaching activities for all traveling teams. The Traveling Coaching Director operates and performs all functions related to coaching for traveling teams within the greater function of the Hockey Operations side of the organization. Working in conjunction with the Hockey Operations group and the BOD, the Traveling Coaching Director's duties include, but are not limited to the recruitment and selection of coaches for all traveling teams, coordination and completion of coaching clinics, management and resolution of coach/player and coach/parent issues, and coordination and oversight of the coach evaluation process.

Section 11. Mite Coaching Coordinator

The Mite Coaching Coordinator is responsible for oversight of all coaching activities for all Mite/U8 teams. The Mite Coaching Coordinator operates and performs all functions related to coaching for Mite/U8 teams. Working in conjunction with the Mite Director and the BOD, the Mite Coaching Coordinator's duties include, but are not limited to the recruitment and selection of coaches for all traveling teams, coordination and completion of coaching clinics, management and resolution of coach/player and coach/parent issues, as well as coordination and oversight of the coach evaluation process, and other duties as assigned by the Mite Director.

ARTICLE X. APPOINTED EX-OFFICIO POSITIONS

Section 1. Fundraising and Volunteer Coordinator

The Fundraising and Volunteer Coordinator shall be responsible for coordinating association wide fundraisers as designated by the BOD and is responsible for obtaining volunteers to support all requested events and track the completion of volunteer requirements by members.

Section 2. Communications Coordinator

The Communication Coordinator is responsible for facilitating the development and population of the CRYHA website, as well as association wide communications. They are also responsible for maintaining the associations' social media presence.

Section 3. Equipment Manager

The Equipment Manager will work with the Mite Director to oversee the equipment loan program for all CRYHA players and the JCC program. The Equipment Manager is responsible for acquiring and tracking all distributions. They shall develop and maintain the appropriate tracking tools for the loan program.

Section 4. Tournament Coordinator

The Tournament Coordinator will be responsible for identification, selection and registration of all youth and girls traveling tournaments as well as Mite and U/8 away tournaments, with oversight and approval by the Hockey Ops Committee and Mite Director. If it is deemed to be so, the Tournament Coordinator would be responsible for organizing any tournaments, jamborees or scrimmage events sponsored by CRYHA.

ARTICLE XI. Non-Voting Members

Section 1. Gambling Manager

The Gambling Manager is responsible for the development of all gambling opportunities for CRYHA. This includes investigating and proposing gambling opportunities to the BOD. The Gambling Manager(s) shall be responsible for managing all gambling activities performed by the organization. The gambling manager shall operate in compliance with the Minnesota Gambling Board, as well as State and Federal Regulations. By the nature of their position, the Gambling Manager is required to attend and participate in all meetings of the BOD, excluding executive sessions, but shall have no voting powers.

Section 2. Ice Coordinator

The Ice Coordinator is responsible for obtaining all ice hours available through the various ice arenas and the allocation of hours to the various levels of organized hockey within this organization as directed by the BOD. They are responsible for scheduling all District 10 and in-house games. The Ice Coordinator is required to attend all regular BOD and Admin meetings. This position shall not have any voting rights.

Section 3. Registration Coordinator

The Registration Coordinator is responsible for all registration activities for all youth wishing to play hockey in the CRYHA organization. They shall be responsible for registering players, coaches, managers, and teams according to District 10, Minnesota Hockey, and USA Hockey requirements. They shall select such members from the organization as necessary to assist in the registration of such players, coaches, managers, and teams. The Registration Coordinator is required to attend all regular BOD and Admin meetings. This position shall not have any voting rights.

Section 4. Sponsorship Coordinator

The Sponsorship Coordinator is responsible for promoting, acquiring, implementing, and managing Sponsorships for the CRYHA program and its teams. The Sponsorship Coordinator is a non-voting position and will be compensated based on commissions outlined in Sponsorship Coordinator roles and responsibilities. The Sponsorship Coordinator is required to attend all regular BOD and Admin meetings. This position shall not have any voting rights.

ARTICLE XII. BOARD OF DIRECTORS ORGANIZATION

Section 1. Organizational Chart

The Board of Directors shall be organized into the groups below. These groups shall focus on the assigned areas of responsibility as shown on the chart below, noting that the President, Vice President and Recruitment and Retention Coordinator shall be representative of all areas as needed.

President*
Vice President*
Recruitment and Retention

Admin Committee	Hockey Operations	Mite Hockey
Secretary*	Youth Traveling Director	Mite Coaching Coordinator
Fundraising and Volunteer	Girls Traveling Director	Mite Director
Communication Coordinator	Coaching Director	Equipment Manager
Treasurer*	Player Representative*	Mite Admin***
Registration Coordinator**	Ice Coordinator**	
Sponsorship Coordinator**	Tournament Coordinator	
Equipment Manager		

The Equipment Manager shall be invited to attend both Admin and Mite Committee Meetings.

*Executive Directors shall be invited to attend the Admin, Hockey Operations and Mite Committee Meetings

**Board Member without voting rights

***Non-Board Member without voting rights

ARTICLE XIII. INDEMNIFICATION OF DIRECTORS, OFFICERS, EX-OFFICIO POSITIONS

Each Director, Officer, and Ex-Officio position member of this organization, whether or not in an office, shall be indemnified by the organization against reasonable costs and expenses, including attorneys' fees incurred by them in connection with any action, suit or proceeding to which he may be a party by reason of them being or having been a Director, Officer, Ex Officio position member of this organization, except in relation to matters to which they shall finally be judged in such action, suit or proceedings, to have been derelict in the performance of their duties as such Director, Officer, or Ex-Officio position member, and the foregoing right to indemnification shall not be exclusive of other rights to which they shall be entitled as a matter of law.

ARTICLE XIV. ORGANIZATION RECORDS

Section 1. Record Keeping

The BOD shall keep a complete record of all their minutes, acts and proceedings of the members, showing in detail the assets and liabilities of the organization.

Section 2. Inspection

All organization records shall be open to inspection by the membership at reasonable times.

Section 3. Annual Financial Reporting

The BOD shall provide its membership with an annual financial report of operations.

ARTICLE XV. MISCELLANEOUS

Section 1. Contracts

The Board of Directors may authorize any officer(s) or agent(s), of the organization, in addition to officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name or on behalf of this organization. Such authority may be general or confined to specific purposes.

Section 2. Checks, Drafts, Etc.

All checks, drafts, or orders of the payment of money, notes or other evidence of indebtedness issued in the name of the organization shall be signed by each officer(s) and/or agent(s) of the organization, and in such a manner that shall be determined by resolution of the BOD. In the absence of such determination by the BOD, the Treasurer or President of the organization shall sign such instruments. The Treasurer shall be excluded from signing such instruments as they pertain to the gambling account.

Section 3. Deposits

All funds of the organization shall be deposited to the credit of the organization in such banks, trust companies, or other depositories as the BOD may select.

Section 4. Policies

That the policies of the organization shall be made by the BOD and may be revised or amended by a majority vote of the BOD. Newly adopted policies and procedures will be posted in a timely fashion to the membership on the CRYHA website and will also be communicated to the members at the annual meeting.

Section 5. Masculine/Feminine

Where appropriate, the masculine includes the feminine; the singular includes the plural, and vice versa.

Section 6. Equal Opportunity

This organization will provide an equal competitive opportunity, taking into account ability, physical size and other athletic criteria, to amateur athletes, coaches, trainers, managers, administrators, and officials to participate, consistent with the requirements of the Amateur Sports Act of 1978, as amended, in amateur athletic competition without discrimination on the basis of race, color, religion, age, gender, sexual orientation, disability, or national origin. CRYHA will abide by Minnesota Hockey, USA Hockey and Federal Regulations governing the American Disabilities act. The association acts in accordance with ADA Regulations and will make reasonable accommodations to support inclusion so long as the way the game is played is not hindered or altered.

ARTICLE XVI. GRIEVANCE RESOLUTION

The BOD will provide for the prompt and equitable resolution of grievances of its members, including fair notice and opportunity for a hearing to any amateur athlete, coach, trainer, manager, administrator, or official before declaring an individual ineligible to participate. This organization will adopt dispute resolution (grievance) policies and procedures as written and determined in the Minnesota Hockey and USA Hockey Handbooks.

ARTICLE XVII. AMENDMENTS

These Bylaws may be amended by a majority vote of the members at any regular or special meeting provided that notice of said proposed amendment shall be posted on the CRYHA website for twenty (20) days prior to the meeting.

The CRYHA Secretary is authorized to correct article and section designations, punctuation, and cross references and to make such other technical and conforming changes as may be necessary to reflect the intent of the members in connection with the bylaw's adopted amendments. Any change(s) as described above are subject to the CRYHA Board approval and ratification.

ARTICLE XVIII. PURPOSE and DISSOLUTION CLAUSE

Section 1. Purpose Clause

CRYHA is organized exclusively for charitable, religious, and educational purposes including the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. No part of the net earnings of the CRYHA shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof.

Notwithstanding any other provision of this document, the corporation shall not carry on any other activities not permitted to be carried on (a) by any organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

CRYHA is not organized and shall not be operated for the private gain of any person. The property of the corporation is irrevocably dedicated to its educational and charitable purposes. No part of the assets, receipts, or net earnings of the corporation shall inure to the benefit of or be distributed to any individual. The corporation may, however, pay reasonable compensation for services rendered, and make other payments and distributions consistent with these Articles.

Section 2. Dissolution Clause

Upon termination or dissolution of the CRYHA, any assets lawfully available for distribution shall be distributed to one (1) or more qualifying organizations described in Section 501(c)(3) of the Internal Revenue Code of 1986 (or described in any corresponding provision of any successor statute) which organization(s) have a charitable purpose which, at least generally, includes a purpose similar to the terminating or dissolving corporation.

The organization to receive the assets of the CRYHA hereunder shall be selected by the discretion of a majority of the managing body of the CRYHA and if its members cannot so agree, then the recipient organization shall be selected pursuant to a verified petition in equity filed in a court of proper jurisdiction against the CRYHA by one (1) or more of its managing body which verified petition shall contain such statements as reasonably indicate the applicability of this section. The court upon a finding that this section is applicable shall select the qualifying organization(s) to receive the assets to be distributed, giving preference, if practicable to organizations located within the State of Minnesota.

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