

CHIPPEWA YOUTH HOCKEY ASSOCIATION



BOARD MEETING AGENDA

Wednesday, September 20, 2023

LOCATION: KC Hall after Bingo, approximately 9:00 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 attended except Nick Hart. No others in attendance.

1. **General Meeting:** No topics.
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 Doug Custer. Motion carried.**
4. **Correspondence/Officer Reports**
 - **President's Report:**
 - The Executive Committee approved the appointment of Jennifer Lindstrom as Secretary
 - Strategic action plan updates are due next month
 - Chiller replacement contract for design services with Tweet Garot has been executed, with costs expected to come in under \$20,000 for this portion of the project. Installation target is mid-July 2024. Focus on Energy application and capital campaign activities are in progress.
 - Monthly meeting with the Chippewa Steel
 - 26 kids skated with the Steel players, planning additional events
 - Steel players willing to assist with tryouts
 - Would like to revamp chuck-a-puck so there are more winners, also considering a 50/50 raffle
 - New game day coordinator Josh Damon and marketing director Joey Erickson
 - Steel players will clean on non-travel Thursdays as part of their community service requirement
 - **Vice President's Report:**
 - Built and installed new shelving for the concession stand.

- Ordered new fobs for the rink because people are not turning in fobs when they leave. Cost has increased from \$3 to \$10 each.
- Met with Access Security to get the security system and key fob system to integrate. PDC will determine which coaches will be issued fobs for dry land room.
- Ordered keys for concessions and locker rooms for the season.

5. Old Business

- Board members need to complete SafeSport certification
- The Executive Committee reviewed Liz Bowe's proposed referee pay structure and recommends approval of the proposed rates, bonus system, and ability to adjust as needed to fill shifts. **Motion to approve by Jason Darley, seconded by Erik LeMay. Motion carried.**
- Erik LeMay presented a written proposal outlining how to handle certain key positions: concessions lead, ref scheduler, game scheduler, and registrar.
 - These positions will be approved annually by the Board.
 - Upon successful completion of the duties of the position, the incumbent can elect one of the following options:
 - The following year, the registration fees and fundraising requirements will be waived for the person who held the position the prior year (figure skating fees would still apply)
 - If the person did not successfully complete their duties, then no reduction in fees/fundraisers is warranted
 - The board may elect to do a partial waiver on a case-by-case basis
 - If this option is selected, no work assessment hours are granted for that year for this appointed position and the normal work assessment policies would apply (including the rink operation hour requirement)
 - Submit their actual hours for work assessment, fulfilling their requirement for the season in which the hours were worked
 - Hours do not qualify for carryover to the next season
 - The following year, fundraising and registration fees would be due (would still qualify for the reduced registration fees based on the board approved pricing)
 - The appointed person must continue to fulfill all team responsibilities (working games/tournaments, open skate, Steel games, Bingo, cleaning, etc.)
 - **Motion to approve by Steve Gibbs, seconded by Doug Custer. Motion carried.**

6. New Business

- Tom Giles was the photographer for team and individual photos last year. He is offering to do them again this year. **Motion to approve by Steve Gibbs, seconded by Jason Darley. Motion carried.** Bob Normand will contact Tom Giles and schedule photos for early in the season. Team reps will be asked to help coordinate.

7. Committee Reports

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

- Jennifer Lindstrom advised that we could avoid the cost of two financial statement audits if the capital campaign pledges were all made within the same fiscal year.

B. Fundraising (Jason D)

- Jason Darley reported on the status of the capital campaign for the chiller replacement project. The project proposal needs to be completed, then we can kick off the campaign to the community. Jason also invited a third vendor to provide a quote. Ideally the project should be defined by December, so Jason and committee can begin pitching to the key donors in Chippewa Falls.

C. PDC (Nick H, Eric M)

- Working on a locker room policy that complies with SafeSport
- Updated tryout policy also in progress
- Mentoring 4 new coaches, former high school players
- Registrations are still coming in. **Steve Gibbs motioned to charge an extra \$25 for registrations after October 1st, Doug Custer seconded. Motion carried.**
- Girls' co-op update
 - Pre-skates scheduled for 9/28 & 9/30, tryouts 10/5 & 10/7
 - List of coaches and tentative game schedules are available
 - FAQ's being drafted for 10/5 Q&A session with parents
 - Draft agreement in progress

D. Concessions (Erik L)

- New Square registers are up and running
- New shelving thanks to Steve Gibbs
- Committee members include Sara Hasart, Lindsey Boettcher, Sunny Custer, and Jessie Jack
- Two new pizza ovens donated from Brew Pub
- Transitioning to LakesCoffee for coffee and cappuccino needs for better support and more flavor options, will have new coffee makers and a cappuccino machine that dispenses 5 flavors
- Filling Steel game concessions is still a struggle. Erik LeMay recommended that we assign the games to the teams to cover if no one signs up to work. This would be similar to open skate concessions/skate rentals. The Dibs sign up will be available and if the shifts are full, the team doesn't need to work them but if not, then the team is responsible. Would utilize the same schedule as Chuck A Puck for the teams. The hours would count toward assessment requirements. **Motion by Abby Reilly to approve this plan, seconded by Steve Gibbs. Motion carried.**

E. Equipment (Mike P)

- Several grants have been submitted for new skates and helmets for beginner programs. Post Glass offered to donate \$500 the program.
- Pro-Shop training and schedule to be completed in October.

- Discussed the purchase of Blackstone skate sharpener maintenance parts for \$840. **Steve Gibbs motioned to approve the purchase, seconded by Jason Darley. Motion carried.**

F. Operations and Maintenance (Derek D):

- Building repairs to fix heat in the North rink, found a broken drain causing water to remain in the dehumidifier and corrode wires.
- Wade Hutton has fixed most of the doors on the list
- Routine Zamboni and ice maintenance. **Zamboni drivers**, please shut the water off when turning at the ends of the ice.
- Monica Laux will help coordinate with the company that will be cleaning after Steel and Chi-Hi games and help ensure that we have sufficient cleaning supplies on hand throughout the season.
- Derek presented a proposal to purchase two vacuums at \$350 each. **Motion to approve by Erik LeMay, seconded by Abby Reilly. Motion carried.**

G. Tournaments/Team Reps (Doug C)

Tournaments

- Tournaments are essentially full except for a couple of spots
- GameSheet should be up and rolling for the season which should help with staffing and accuracy for running tournaments
- Will be reaching out to potential backups to help with tournaments when most of our teams are out of town.

Team Reps

- Committee is discussing a potential rewrite of team manager duties, considering reducing to one team representative. This should free up available assessment hours for the association.
- Positions will be assigned after tryouts are completed.

H. Recruitment/Publicity (Abby R)

- Worlds Girls Ice Hockey Weekend, October 7-8 – discussed options for promoting. Trevor will contact the Steel about getting free tickets for girl hockey players for the Steel game on the 7th.
- GOAL – October 1, 8, 22, 29
 - i. 45 players registered!
 - ii. Additional communication forthcoming, more proactive regarding options, commitment, and cost
- Committee met to discuss current programs and new ideas to be presented at October meeting

I. Facilities (Bob N)

- Bob Normand provided an extensive list of Rink Manager activities performed since the last Board meeting: met with several vendors, ensured coverage for ice resurfacing, submitted beer license applications, renewed bingo agreement, and helped to coordinate the referee clinic to list a few.

8. **Closed Session:** Erik LeMay motioned to go into closed session at 10:45 pm, seconded by Mike Patten. Motion carried. Returned to open session at 10:53 pm

9. **Adjournment:** Motion by Jason Darley to adjourn at 10:55 pm, seconded by Erik LeMay.