CLHA BOARD MEETING MINUTES

**May 13th, 2013**

# ROLL CALL:

\_X\_ Mike Klun \_X\_ Chris Bodell \_X\_ Theresa Cottingham \_\_\_ Laura Boudreau \_\_\_ Cathy Trelstad \_X\_ Howard Immel \_X\_Lea Vogelsang \_\_\_Todd Phillips

\_X\_ Amber Hill \_\_\_ Dave Burgen \_X\_ Shannon Hejny \_X\_Lisa Stangl

\_X\_ Scott Thompson \_X\_ Louise Bye \_\_\_ Jenae Palewicz \_\_\_Dir Outdoor Facilities

Others present: Jennifer Caudill, Eric Edson, Cory Lindgren

* Call to Order – Meeting called to order at 7:02pm by Mike Klun

### Review of Agenda –Theresa Cottingham made a motion to approve the meeting agenda seconded by Mike Klun approved unanimously

* Review/approval of last meeting minutes – Group moved to table the approval of last meeting minutes, Secretary did not print out copies of April Meeting minutes these will be reviewed at the June Board meeting.
* Treasurer’s Report – In lieu of the board treasurer President Mike Klun stepped in. He introduced Mr. Cory Lindgren of Lindgren and Associates. Mike Klun with Mr. Lindgren explained a Profit & Loss Comparison.

Registration income was up from the previous year

Raffle ticket sales are down this year

Associations bottom line was -$8782.55

Mike continued to compare why it was a loss this year from last year, increased ice purchases, less hosted tournaments etc.

Mike presented Cory Lindgren to the group and Cory began to give the board his recommendations relative for the bookkeeping of the association.

*Recommendations*

* + Develop an annual budget
  + Produce quarterly comparisons
  + Dual signatures on checks
  + Annual third party review of books and financials this could be done at a cost of $1000 annually by Lindgren and Associates
  + Cory Lindgren offered to become the interim treasurer for the 2013-14 fiscal year

Chris Bodell made a motion to leave the treasurer position of the board open and ask Cory Lindgren to become the associations bookkeeper at a cost of $1000 to the association.

The board decided it was important to assign two individuals to sign the checks issued to the association. Chris Bodell made a second motion appending to his first to have the association president Mike Klun and the association secretary Theresa Cottingham to be dual signers on the association financial accounts. Louise Bye seconded the first motion with the attached second motion, approved unanimously.

**NEW BUSINESS:**

1. Coach in Chief- Paul Gibson & Eric Edson-Motion by Chris Bodell seconded by Louise Bye to table the Coach in Chief decision as the board is requesting further communication from each of the candidates. Motion made by Louis Bye to Table the decision for one month seconded by Lisa Stangl. Approved unanimously.
2. By Law Change Request-Theresa Cottingham-this was not actually a “By Law Change” simply a change to the player/parent handbook and specifically the mission statement and the Purpose/Philosophy of Chisago Lakes Hockey. The proposal is as follows:

Mission Statement: The Chisago Lakes Hockey Association is dedicated to providing an environment with a high level of athletic and personal development for all players wishing to excel in the game of ice hockey.

Purpose/Philosophy: Chisago Lakes Hockey Association intends to establish and maintain a hockey player development program that ensures the development of individual and team skills. The emphasis will be on skills required for advancement to the high school/junior level of competitive hockey while expressing a tradition of excellence with heavy weight given to developing not only hockey, but also life skills for all players. The needs of all players will be met whenever possible, but the focus will be on developing competitive players in a competitive environment. Through solid leadership, strong member relationships, positive coaching, focus to fair play, good sportsmanship and fiscal responsibility, Chisago Lakes Hockey Association intends to produce seasons of success which leads to fun for all players.

Motion made by Mike Klun to allow the board to review the proposed changes and review the proposal at the June board meeting seconded by Amber Hill approved unanimously.

1. Fee Schedule-Louise Bye, Motion made by Chris Bodell to keep the 2013-14 season fees for Bantams/U14 $1250, Peewees/U12 $1100 and Squirts/U10 $885 the same as the 2012-13 fees. Seconded by Scott Thompson. Approved unanimously.
2. Online Registration for 2013-2014 Season-Louise Bye- Amber Hill will work with Thriva to push them to open registration by June 1st so the association can have a 4 payment option realistically the company requires 4 months therefore it may have to be a 3 payment option. Motion made by Chris Bodell to approve a 4 month payment option if available for the Bantams/U14, Peewees/U12, and Squirts/U10 or a 3 month payment option seconded by Louise Bye approved unanimously.
3. Coach Selection Committee-Dave Burgen-Dave Burgen was unable to attend the board meeting this item will be placed on the June agenda.
4. Refund Policy-Laura Boudreau-In lieu of Laura Boudreau Mike Klun presented to the board the issue of refunding the and the bantam B2 team for not using their district 10 post season refund for a tournament. Motion made by Scott Thompson to refund the team seconded by Mike Klun while appending the idea that he will search the meeting minutes to make sure this is the board policy approved unanimously.
5. SafeSport Coordinator-Mike Klun-USA hockey has said there needs to be a specific SafeSport Coordinator for each association. Chris Bodell offered to take over this responsibility. Motion made by Mike Klun to have Chris Bodell be the SafeSport Coordinator seconded by Louise Bye approved unanimously.
6. Learn to Skate-Jenae Palewicz-Jenae Palewicz was not present at the meeting this item will be placed on the June agenda.

# OLD BUSINESS:

1. President – Mike Klun- Mike spoke with Doris Zacho of City of Chisago City, the Parks committee has acquired boards for 3 additional rinks measuring 160’ X 175’. Their plan is to put 1 other rink at the “hole” in Chisago City and Coach Gibson has requested an outdoor rink at the arena.
2. Vice President – Chris Bodell-Nothing to report
3. Secretary – Theresa Cottingham-Nothing to report
4. Treasurer- vacant
5. Coach in Chief –Todd Phillips-Not Present
6. Tournament Director – Lisa Stangl-Nothing to report
7. Director of Competition - Dave Burgen-Not Present
8. Director of Operations / Equipment – Howard Immel- reported we had earned $924 from the team wear purchased through Lettermans throughout the 2012-13 season.
9. Director of Girls Hockey – Amber Hill- Wants to be clear that there is a chance Chisago Lakes Hockey Association could have a U14 team she’s not saying there will be but she doesn’t want it to be ruled out either
10. Director of Business Operations/Fundraising – Lea Vogelsang- Working on Sponsorships, sticks for a hand out at the Karl Oskar Days Parade, a fundraiser at the Linders Greenhouse, and changing the spaghetti dinner to October vs. September.
11. Ice Scheduling – Shannon Hejny-Nothing to report
12. Advisor – Scott Thompson- The Forest Lake Ice Arena purchased by the Forest Lake High School. Scott is working on the NHL Alumni Game and the Jeff Parker Benefit Game for the 2013-14 season.
13. Assistant Treasurer- vacant
14. Mite Director - Jenae Palewicz-Not present
15. Outdoor Facilities – vacant
16. Registration – Louise Bye-Nothing to report

Open Forum:

Jen Caudill inquired about the years past birth certificates and wanted to make sure those certificates had been purged appropriately.