CLHA BOARD MEETING AGENDA

September 12th, 2016

# Board Members:

President–Ted Garvey -/- Vice President–Chris Phelps -/- Secretary–Raki Swanson -/- Treasurer-Sara Nelson -/-Assistant Treasurer-Jen Hegstad -/- Registrar–Tammy Bluhm -/- Director of Business Operations/Fundraising – John Koch -/- Advisor-Jen Starkey -/- Coach in Chief-Keith Wilmer -/- Boys HS Head Coach Advisor-Paul Gibson -/- Girls HS Head Coach Advisor- Dave Burgen -/- Director of Outdoor Facilities-Alexander Pohlman -/- Director of Competition-Brady Peterson -/- Director of Operations / Equipment-Chad Lindberg -/- Director of Girls Hockey-Jason DeVries -/- Ice Scheduling-Shannon Hejny -/- Mite Director-Vacant

**Others Present:**

**-Call to Order: President 7-7:02-Meeting called to order 7:01**

Due to some members absent, noted that we do have a quorum for the meeting

**-Adoption of Agenda and previous month’s meeting minutes: Secretary 7:02-7:05;**

Need to make changes to agenda; Item 7 and 9 are one in the same (**Legal Services-President-8:15-8:25** (10 min) and **Outside council-Advisor-8:35-8:45** (10 min)—mistake made when President and advisor emailed Secretary to add items to agenda; these items are truly one in the same; will combine; and #4 (**Pull Tabs- Director of Business Ops –7:40-7:55** (15 min) **)** will not to be covered as Jon Koch will not be attending the meeting; will move this item to January meeting; motion made to accept agenda; 2nd- revised agenda accepted

**Motion made to accept meeting minutes for August meeting; motion made; 2nd, meeting minutes for August approved**

**-Treasurer’s Report: Treasurer 7:05-7:07**

-Sara gave copies of financials for July and August- Association has collected roughly$54K in fees; registration is low, numbers are not what expected to be at this point in registration; however, they are the same as they were last year at this time; many families wait until deadline; Association has received enough to transfer funds back to savings that were moved at end of last year; almost all tournament checks have been cashed; no bills to be paid for September; should be getting ice bill (1st half) soon to pay in October

**-Bills to be paid: Treasurer 7:07-7:10**

**-** No bills to be paid for September; should be getting ice bill (1st half) soon to pay in October

**NEW BUSINESS:**

1. **DIBS -Secretary-7:10-7:30** (20 Min) **--**Photo coordinator (DIBS), Dryland coordinator (DIBS) –locker room coordinator—DIBS is a requirement for association families; originally felt that didn’t need to require Bantams to participate in DIBS as I feel they have done their time in the association; ideas for all families to fulfill their credits to ensure that there isn’t a shortage; will revise policy for next season; need an internal DIBS process for Board Members to follow; have a proposition; conversations with Lyn and Jen; making a motion to accept internal policy on how to submit for DIBs to coordinator, contacting the DIBS volunteers before the date of the event, post on website, follow through with ensuring parents show up and provide correct credit to the family; motion made-way to get an automated email sent from Sport Ngin with DIBs volunteer offers; advised there is an email saying you signed up; motion made to approve internal process; 2nd; motion passed
2. **Scheduling pictures for teams-Secretary-7:30-7:35** (5 min)—earlier—Working with photo guy (fill in name), need 2 days to schedule pictures; going to work to see if we can get on ice for pictures vs being in dryland room; Shannon will check into that option; Shannon will also work around practice schedule to make it easier for teams; looking at dates of November 1 and 2
3. **Approval on funds for Booster Club-7:35-7:40** (5 min) –We do not have a budget for donations to other organization; was under impression that last year donation was a onetime thing, didn’t know it was going to be a yearly thing; we are considering to be in the program with our photos from the youth program; due to the financial state of the association, this doesn’t seem to be an option this year; we will look into getting an add into the Goal Crease program; instead of giving funds, send an email out to the association saying the GC needs sponsorship-larger audience; wait until after registration to confirm whether or not we can contribute; or doing something with parent night and helping that way; **tabled to October meeting**
4. **Goalie reimbursement program-DoC/CiC-7:55-8:10** (15 min) No vote on proposal this meeting-CiC will put together proposal; will write it up to vote on it at October meeting; what it is looking like, if you are a full time goalie (Squirt – Bantam) get up to 50% off registration fee reimbursed to you when parent can provide receipt of hockey gear purchased or goalie training outside of association AND has to attend goalie training provided at no cost to the families by association (5 are scheduled)
5. **Attendance October/November and now December Meetings-Secretary-8:10-8:15** (5 min) Secretary will be out of town on business and not able to attend November (for sure) board meeting and possible October/December meetings; needing board member to take notes during absence; Brady willing to help
6. **Legal Services-President-8:15-8:25** (10 min) President and Advisor discussing if the association has ever had an attorney to approve bylaws; only thing can find is with the first President; never have had outside counsel review the articles and bylaws; Ted and Jen met with attorney; main practice is business, real estate, incorporation; discussed with him going over bylaws and articles; Jen doesn’t want to give legal opinion on whether or not they are good; wanting to do is get approval from board for $500 (up to) (onetime fee) to pay him to review what is completed now and answer some questions; if we pay him, he will look into what we have filed with the state, what is typed up now, etc; how they were prepared as of now is good; will look at bylaws, renewal with Secretary of State, needs to be done; this needs to be in place; we would create an ongoing relationship with this attorney, would only pay him if we needed outside counsel (not on retainer); if that happens, will come to the board stating need to engage attorney to pay XX amount in the future; **motion made to hire attorney, up to $500; motion 2nd, passes**
7. **Waivers outside the association-President-8:25-8:35** (10 min) Need to review waivers for outside the association; we have already reviewed policy for exceptional player; board already has approved a waiver for outside association-for something there isn’t a USA Hockey/D10/; referring to if current association doesn’t have an A team for player to play on, able to waive to another association that does have an A team; it was our understanding that there was an existing policy; we didn’t do our due diligence as a board to confirm whether or not this existed; as an association, we should have a policy in place regarding this type of situation for the future; add to January agenda make policy regarding waiving outside of association-whether or not we do or don’t have one
8. **Paid coaches-per level**-**CiC-** Wants to change how we pay our paid coaches; would like to see Bantams go to $1500, PeeWees/U12 $1200 Squirts $900 Mites $600; to start with; each year would increase based on experience; starting Bantam at PeeWee, not fair; not the same amount of hours; looking for feedback; is $1500 enough for Bantam? No, don’t feel that it is; need to revisit structure; this is in addition to out of town pay at tournaments and parent responsibility for all coaches (see policy and procedures); this year has budgeted $3K for stipend for paid coaches; this year, will only have 2 coaches for this scenario for 2016/2017 season; for this season, Bantam coach will get $1600 and PeeWee/12U will get $1300; **will revisit pay schedule for next season**

**Set agenda for October meeting:**

**Open Forum**

-Nate Kerkow; questioning about waivers but reviewed that there aren’t waivers for 2016/2017 (Exceptional player), asking about teams for Squirts this season, advised will have B1 and B2 levels

**Meeting adjourned 8:55 PM**

**\*\*\*Agenda may be changed periodically; please do check to make sure that you are viewing a current copy; last update will be made 7 days before the next monthly meeting**