# CLHA BOARD MEETING AGENDA

February 13th, 2017

# Board Members Present:

President–Ted Garvey

Vice President–Chris Phelps

Secretary–Raki Swanson

Treasurer-Sara Nelson

Director of Competition-Brady Peterson

Director of Operations / Equipment-Chad Lindberg

Assistant Treasurer-Jen Hegstad

Advisor-Jen Starkey

Coach in Chief-Keith Wilmer

Ice Scheduling-Shannon Hejny

Mite Director-Pat LeVasseur

Boys HS Head Coach Advisor-Paul Gibson

**Others Members/Guests Present:**

* **Call to Order: 7-7:02**
* **Review of Agenda: 7:02-7:05** Made changes to agenda-it is the same, just made changes to the wording of some of the items. Revised agenda accepted
* **Review/approval of last meeting minutes: 7:05-7:10**
* **Treasurer’s Report and Association bills to be paid: 7:10-7:15**
* Not much changed since January-when viewing January financials in February; we are under budget and it is looking favorable
* We received 2nd half of D10 bill which is about $8K
* Spoke with Chris, we do not have another ice bill due for the remainder of the season
* All non parent coaches have been paid
* Do need to pay out remainder of the raffle winners
* Money able to be transferred back to the money market account ($35K) and funds are in the jersey account total about $29K
* Question brought up about refunding teams that do not make it into D10 District tournament play-as association fees include ice time up to D10 District Tournament Play
* Motion made: “Those teams that do not qualify for the D10 District Tournament will receive a refund for ice time- from the end of their season to the start of D10 District Tournament play. Refunds will be provided in the following manner: U15/U12/Bantams will receive a refund check; PeeWees will receive a credit towards their next year’s dues. Should a PeeWee player choose to not return to the association the following year, their credit will be forfeited”
* Motion made to accept policy; 2nd, passed.
* Motion made to accept Treasurers report; 2nd, approved; Chris and Keith did not vote as they did not read Treasurers report
* Sara received an email MAP; which is a company that specializes in helping nonprofit organizations
* Their tax preparation fee is $1250-this is a good thing to have another fresh set of eyes to review our tax preparation
* CLHA previous accountants did not do a very good job-their fee was $425-MAP would be more money-however
* MAP isn’t a general accounting firm-as stated, they specialize in non profits and the fee would also cover a one-time financial assessment-go over books, look everything over, ensure everything is coded correctly-preparation of 1-90 and charitable report that we have to file with the Attorney General
* In addition to the previous $425 fee to prepare taxes, we were paying $275 quarterly to have our reports reviewed.
* Motion made to engage MAP to prepare our tax returns beginning with the 2016 tax year; 2nd, approved

**New Business:**

1. **LARA partnership-DoC-10 min-7:10-7:20**

* Lot of discussion about whether or not there will be a partnership with LARA for incoming mini mites (6 and under)
* Would like to get the word out with LARA or partner with them, meaning
* CLHA would run the ice and the coaching and training and they would manage the membership
* Would transfer over to CLHA when the skaters would be level of mites
* Discussion around what kind of play would it be-recreational league for that young or would be part of D10
* No motion made around this topic as there will be more discussion around this topic at future meetings

1. **Annual board meeting agenda-all-15 min-7:20-7:35**

* Set date and time of Annual Board meeting
* Annual meeting to be at 6PM on 3/22 and March monthly meeting to be at 7PM
* Members interested in open board positions, if approved, will send secretary their intent

1. **Approval of tax concerns-Treasurer/Pres-15 min-7:35-7:50 (Original item #6 “Vote on selection of accounting for tax preparation” combined with this item)**

* **Item moved to March meeting**

1. **Discussion of coaches that receive stipends-CiC-10 min-7:50-8 (Item wording changed from “Pay schedule for paid coaches (from September meeting)-Fundraising/Slush fund for difference)**

* Have an idea of where we should start (dollar amount) for the stipend to pay non parent coaches
* Motion made, 2nd; passed; approve pay scale for non parent coaches depending on level of play and how many years coaching within association

1. **Agenda form Alex-Dir of Outdoor fac-5 min-7:50-7:55-Did not discuss as Alex Pohlman not in attendance**
2. **Vote on board restructure-all-5 min-7:55-8**

* No voting was done on the board restructure at this meeting
* Special meeting will be held once wording of the board structure to approve
* Notice will go out to association of the special meeting and will send out email with open positions to association

1. **2017/2018 jerseys-Dir of Op-10 min-8-8:10**

* Throughout the season, have been noticing other teams jerseys
* Chad found a company where the jersey type was really nice and affordable
* The jerseys are not cheap looking, cost affordable but not as spendy as replacing the same type of jersey that the association has now
* Reached out to the company and got samples
* Would want to use current logo that has been on the decals
* Working on getting a mock up created from this company to bring to a future meeting
* Hoping to do this for next season (2017-2018)
* Due to the low cost, wouldn’t need to do just one level first, we could do 2 jerseys for Squirts-Bantams and 1 jersey for Mites
* Will get proposal together when has mock up and present to board and will also look at expanding the numbers available on the jerseys

**Open Forum: Zac Strong Award-**Nominees brought to the board; reviewed the candidates and winner was chosen and will be announced at the Boys Varsity Hockey game later in the week.

**Agenda for March meeting: Set and will be posted online**