CLHA BOARD MEETING AGENDA

Monday, August 14th 2017

# Board Members:

President–Ted Garvey

Vice President–Chris Phelps

Secretary–Raki Swanson

Treasurer-Sara Nelson

ACE Coordinator-Brady Peterson

Director of Operations / Equipment-Chad Lindberg

Director of Business Operations-Michael Andre

**Additional Board Members:**

### Advisor-Jen Starkey

### Assistant Treasurer-Kristen White

### Registrar-Sara Johnson

### Web Coordinator-Jen Starkey

### In-House Tournament Director-Jon Shandley

### Fundraising Coordinator-Jamie Kelley

### Outdoor Ice Coordinator-Alex Pohlman

### Ice Schedule Coordinator-Dan Swanson

### Director of Boys Hockey-Keith Wilmer

### Director of Girls Hockey-Jason Aarnio

### Mite Director-Pat LeVasseur

### Goalie Coordinator-Geoff Pawlenty

### Team Manager Coordinator-

### SKATE Coordinator-

### DIBS Coordinator-

* **Call to Order: 7-7:02**
* **Review of Agenda: 7:02-7:05-** Minutes for July and agenda for August; motion made to approve; 2nd; carries and approved.
* **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 going on so far this month, just collecting registration fees

We are on trend with last year and previous year with registration

Registered for tournaments today and Keith did a good job getting the tournaments together

Received a check from United Way for donation

* **New Business:**
* **Registration Update-Registrar-10 min-7:15-7:25**
  + As of today, we currently have 95 skaters registered as of this afternoon and since the last report, we are now up to 100 as of a few minutes ago
  + U12 and U15 have to register with us so that we can get the waivers for them, but the families will pay Centennial directly for fees
  + Will need to figure out a new registration link for the girls-maybe should just email us with information, Sara will check on that with SE
  + Email to go out on the 15th  that registration will still continue, but if register after the 20th, families will be paying a late fee
  + Need an email to go out to association that intent to try out form needs to be turned in as of 9/1

1. **Tryout software-ACE-10 min-7:25-7:35**

* Keith, Pat and I met with team genius people and we went through how to utilize the software
* We were given a deal of $750 for association for the year up to 200 kids
* We would like to use this software for tryouts, the last day of fall hockey, get a baseline for the families
* This isn’t just tryout software, is an assessment tool
* I also will be asking the coaches to use it at least one time during the season
* This will be at least 3 touches with the software during the season
* Motion made to spend $750 for Team Genius for the 2017/2018 seasons; 2nd; carries

1. **Try Hockey Free-ALL-5 min-7:35-7:40**

* Date is set for 11/4 and we are still working on the time of the event
* Once confirmed time will send time to the ice scheduler and then will send out email
* Will need volunteers to help with skates and tying—this took the longest last year
* Email will go out about DIBs credits available for event

1. **Kick off meeting agenda finalization-ALL-20 min-7:40-8:00**

* Agenda confirmed and outline provided
* Email will go out to association advising of the meeting and that one parent is required to attend
* Opening of meeting, Key Note Speakers
* ACE to speak about ADM and how it applies to CLHA
* Keith Wilmer talking about coaching
* Sara Nelson talking about Treasurers report
* Mike about volunteer and DIBs
* Raffle tickets will be handed out if registered

1. **Policy and Procedure handbook vote-ALL-5 min-8-8:05**

* Need some bylaws changed regarding fundraising with guns
* Will be holding special meeting to approve P&P and approve insurance purchase

1. **Computer purchase for Treasurer-ALL-5 min-8:05-8:10**

* Computer that received from before never correctly worked
* I have been doing work for board on computer at home
* Recently experienced a power surge and hard drive was fried
* Asking that as an association, we switch to cloud based accounting and come up with some policy for IT
* We should move to Quick Books online
* I did buy a flash drive and will be reimbursed but to avoid this in the future, Quick Books online would be better
* The cost is $15 a month for online
* Motion made to change to online version and spend the money; 2nd and carries
* Will look into a computer to purchase and seek approval when amount is confirmed

1. **Game length change-President-10 min-8:10-8:15**

* D10 just recently voted on changing game length for PeeWee A from the length of one hour to one hour and a half
* With this increase in ice time, fees should increase and will
* However, have not had tryouts and the fees for the 2017/2018 season have already been set—families have already registered
* We will be advising fee options to those that make the PeeWee A team
* Will include this information in the save the date for tryouts
* PeeWee A fee will be $1300 for PeeWee
* Dates for tryouts, Squirts and up 10/6-10/9
* Mites placement will be after MEA
* 9/10 is when Fall Hockey will start and emails will go out this week

1. **Insurance Policy-Advisor-5 min-8:15-8:20**

* USA Hockey already covers the board for insurance
* For other policy, to utilize school buildings and would be commercial liability coverage
* The cost would be $692 for 220 kids--Last year we had 223 skaters that included Fall Hockey and worried that this could be more
* This policy would cover the association on anything we rent
* Need to look into whether or not we can get this policy for half a year—possible cost going up if we have more than ; commercial liability coverage; use of the school facilities; covers us on anything we rent; personal liability; can we get it for one day vs one year; look at changing the skaters
* Will look into these changes
* No vote on approval of policy until all questions answered
* Date set for special meeting and will send out notification to association
* **Old Business;**
  + Golf Tournament-In need of prizes for the auction; gift cards, anything
  + Also need hole sponsorships; $100 per hole; $150 hole and HS book
  + Wanting to offer 1 DIBs credit for donating prize
  + Motion made that any donation will receive 1 DIBS credit; motion 2nd and carries;
  + In addition to donations, with the gun raffle tickets, motion made that any association members who sell 2 gun raffle ticket will receive 4 DIBS credits and will not need to provide check; 2nd and carries
* Motion made to accept affiliation agreement with Centennial; 2nd and carries
* **Open Forum:**
* Raffle tickets for association—in the past, we have had an independent person pull the tickets—will continue this (new board member in charge of tickets) and will choose neutral person to pull the winners
* **Agenda for following month:** Agenda set