

CCHA Board Meeting Minutes
Monday, September 9, 2002
CMSE Room #30

Present:

Susie Blake	Cathie Koob	Rob Nordby
Bob Jones	Rick Fiebiger	Kaj Doerring
Brian Dahlke	Kevin Kohler	Mike Buller
Pete Bigaouette	Frank Mork	Michele Daly
Julie Matson	Bob Kelly	Tom O'Brien
Dave Snuggerud	Chuck Nichols	

Absent:

Cindy Hromatka	Steve Labatt
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Discussion

• **President Report**

- Registerfest – Thanks to Cathy Koob, Kevin Kohler, and Steve Labatt for coordinating this year's participation in the CCC Registerfest August 24, 2002.
- Board Transition – We have a number of key board positions turning over next year. We are continuing to look for ways to transition new Board members/Key Volunteers and make the CCHA operate as efficiently as possible. This season we plan to take this process to the next level. Details are listed below. This information will provide a great framework and help the CCHA work smarter not harder for future hockey seasons. More information on positions will be communicated in Nov/Dec timeframe.

For 2002/03 Season, Susie has asked each Board member to track the following information (task description, owner, due date) on a monthly basis. Positions earning ice credits for services provided (Bookkeeper, Registrar, Equipment Manager, Ice Coordinator, Tournament Director, Concession Coordinator, Tryout Administrator) and Player Development positions (Chuck and Dave) will be required to submit a standard timesheet on a monthly basis to the treasurer to provide accounting support for ice credits and/or dollars paid out. We will also be using these timesheets to gather task/deadline information for these positions. Our goal is to create a comprehensive CCHA master task list by the end of this season.

This consolidated Master Task Listing will serve the following purposes for future CCHA Board Members/Key Volunteers

1. Provide a master list of tasks for each position with description due date and approximate time commitment required.
 - a. Help current members budget time accordingly
 - b. Help insure a smooth transition for new members
 - c. Provide a benchmark for budgeting labor hours
2. Provide a monthly task checklist for the Board as a whole to make sure nothing falls through the cracks
 - a. Help current Board make sure it has covered its basis
 - b. Help insure consistency from year to year
3. Provide an approximate estimate of total time commitment required per position. This information will be helpful when recruiting new board members and key volunteers. It will also help us identify where we may need to delegate tasks or get others involved to minimize volunteer burnout or overload.

- **Secretary**
 - August minutes were approved.
 - Picture dates – Tentative dates are 11/7 and 11/14. We are in the process of securing a location.
 - Reminder – Mouth guard fitting at Chaska Orthodontics is scheduled for Saturday, September 14th. Details are in the newsletter.

- **Treasurer**
 - Financials statements and related listing of disbursements were approved

- **VP Competition**
 - Coaching Update. Andy Brink has been appointed as the head coach for the Pee Wee A team. All other coaching positions for traveling teams will be announced following tryouts. A letter is being mailed this week to all registered coaches from last season and anyone indicating a coach interest on the registration form outlining selection process, clinics and certification, monthly coaches meetings, and District 6 timeline.
 - Declaration of Teams – We are in the process of verifying if District 6 policy on assignment of teams per level. (i.e., A, B1, B2, C) has changed with the naming of a new District Director this season. A recommendation will be emailed to Board members with a decision to be made by the end of the week.
 - Mite/Mini Mite Program - Plans are to have the mite and mini mite program run very similar to last season. A summary of enhancements will be emailed to last year's mite/mini mite coaches later this month. Details will be finalized at the October coaches meeting.
 - U12 Team Placement

- **VP of Business**

- Gold Cards
- Dasher Board Advertising
- Team Sponsors

- **VP of Communication**

- Merchandise - Michelle Daly and Julie Matson provided an update on progress made since the July Board meeting. There was a miscommunication regarding parameters the Board wanted the group to work within. A motion was approved to move forward with a CCHA sweatshirt.
 - Action Item: Kaj will chair a committee to include Michelle Daly, Julie Matson, Bob Kelly and others to investigate options to use our volume to leverage a quality product at an affordable price for our membership.
- Cookie Dough – Kaj presented information regarding a cookie dough fundraising opportunity for the association. Players would sell 3 lb. Bulk cookie dough. Cost is \$10/tub. The association would make \$5.00 per tub sold. Maple Grove Hockey Association earned \$15,000 last season.

To help provide incentive, the Board also approved funding for prizes to be given to the top sellers. 1st Prize = 2 tickets to the 2003 NHL All-star Game in Columbus OH, 2nd prize = 2 synergy sticks provided by Gold Medal Sports, and 3rd Prize = Skates provided by Gold Medal Sports. Details will be communicated to team managers in October.

- Tattoos Kaj presented information regarding a tattoo fundraising opportunity for the association. A motion was approved to provide initial \$1000 in funding to purchase 100,000 removable tattoos. These sell very well at athlete events and generate enthusiasm for our problem. More details to follow.
- CCHA Booster Club – The Board discussed booster club concept. Based on feedback from past Board members of the CCHA and other associations, motion was approved to integrate potential “Booster” volunteers into the current CCHA structure versus creating a separate entity at this time for reasons outlined below. Process will be reviewed at the end of the season to see if any structure changes are needed moving forward.
 - Opportunities exist under current CCHA structure
 - Separate entity would be required to obtain its own 5013C status
 - Separate group soliciting funds could create confusion to potential sponsors.

Marketing at Football Game – Kaj Doerring, Bob Kelly, Frank Mork, Kevin Kohler and Rob Nordby will coordinate a booth at the September 20th CHS varsity football game to raise awareness for our program.

- **District 6**

Brian Dahlke attended the District 6 meeting August. Highlights are listed below.

- D6 will be purchasing Max Schedule. This will make the Ice Coordinators and Terry Lokken's job a lot easier. Terry Lokkens' new email address is d6referee@lakecoast.net
- D6 will not be involved in Stickstats this season. The new D6 website will be on-line by mid-September. When it is up and running the address will be www.District6Hockey.net
- D6 Grievance Committee will meet at the following times this season. All meetings are at 7PM and are at Breamar south except for the 1/6 meeting which will be at BIG. The dates are 12/4, 12/18, 1/6, 1/22, 2/2, 2/19, 3/5, and 3/19.
- The Dodge Test Drive Program will take place again this season, 9/1 - 12/31. The CCHA will receive \$20 for each Dodge we test drive. Rob Nordby will be heading this up this season. More details to follow.
- Mandatory Coach/Manager Meetings will be held 11/20, and 12/5 at Creekside Community Center (Bloomington, 98th & Penn) at 7 PM.
- There is going to be 38 girls' teams in D6 this year. By far the most of any District.
- All Coach info must be sent into D6 again this year. This must be in before the end of the year.
- D6 playoff dates should be set and sent out within the next two weeks.
 - Action Item: Brian Dahlke will contact District 6 to confirm dates and advise Bob Lanzi and Mike Buller regarding CCHA hosting Bantam C post-season tournament.

- **Bantam Commissioner**

- We have 53 players and 7goalies registered to date. We plan to register four Bantam teams for the 2002/03 season. We have one injured player, Jordan Imdieke, broken ankle.
- VFW Sponsorship – For the past two years, the Chaska VFW has provided funding for the Chaska Bantam A team
 - Action Item: Rob Nordby and Pete Bigaouette will follow up with the VFW to secure sponsorship funding for this season

- **Pee Wee Commissioner**

- We have 55 skaters and 3 goalies registered to date. We plan to register four Pee Wee teams for the 2002/03 season
- Goalie shortage discussion was taken off line.
 - Action Item: Rick Fiebigger and Pete Bigaouette will discuss options and submit recommendation to the Board.

- **Squirt Commissioner** – (Absent) Update provided via email
 - We have 81 skaters and 6 goalies registered to date. We plan to register six Squirt teams for the 2002/03 season. There are not plans to move Squirt goalies to fill Pee Wee Goalie vacancies.
- **Girls Commissioner**
 - Board clarification on plans for U10 and U12 were emailed to parents on August 26, 2002. An update will be emailed this week incorporating discussion from this meeting additional options for extra skaters. See U12 section under Vice President of Competition section of this recap.
 - U10 – Anna Spillers is out with an injury.
- **Mite Commissioner**
 - Registration is underway. Deadline is September 22, 2002. Flyers were distributed to grades K-3 the first week of school to all District 112 elementary schools, Guardian Angels, St. John's Lutheran School, and St. Huberts. A welcome letter outlining plans for the season will be mailed to players in early October.
- **Mini Mite Commissioner**
 - Registration is underway. Deadline is September 22, 2002. Flyers will be distributed to grades K-3 the first week of school to all District 112 elementary schools, Guardian Angels, St. John's Lutheran School, and St. Huberts. A welcome letter outlining plans for the season will be sent to players the early October.
- **Ice**
 - Mike Buller presented proposal from Bob Lanzi regarding allocation of late night ice among teams. A motion was approved stating all Bantam, Pee Wee, and U12 teams will be assigned late night ice (after 8:45 pm) based on team hours as a percentage of total hours of those teams. Example: Bantam A Hours divided by (Bantam+Pee Wee +U12 hours) = percentage of late night ice that will be assigned to Bantam A.
 - Reminder – commissioners, please forward your remaining tournament plans to Bob Lanzi as soon as possible.

New Business

Next Board meeting set for Monday, October 14, 2002 at CMSE Room #30

Summary of Open Action Items

Action Items	Owner	Due	Status
Submit proposal to the Board regarding CCHA process for granting scholarships to graduating seniors	Susie Blake	9/02	
Submit proposal to the Board regarding options/write offs for outstanding miscellaneous receivables.	Cindy Hromatka	9/02	
Meet with the City of Chaska to finalize arrangements for the Concession/Dasher Board Advertising arrangement. Contract should be in place no later than September 1, 2002.	Rob Nordby Steve Labatt Kaj Doerring	9/02	
Research and provide a proposal to the Board regarding merchandise opportunities	Kaj Doerring Julie Matson Michelle Daly	Sept	Motion was approved to move forward with soliciting bids for a sweatshirt
Secure VFW Bantam A funding for 2002/03 Season	Rob Nordby Pete Bigaouette	Aug	
Tryout volunteer lists completed	Mike Buller Pete Bigaouette Steve Labatt Kevin Kohler Cathy Koob		
Submit recommendation for Pee Wee goalie shortage	Rick Fiebiger Pete Bigaouette		
Submit recommendation for team declaration	Rick Fiebiger		
Coordinate Booth at 9/20 CHS Varsity Football game to raise awareness of program and solicit new members	Kaj Doerring Bob Kelly Frank Mork Rob Nordby Kevin Kohler		
Confirm District 6 playoff dates	Brian Dahlke		