



BOARD UPDATE

Chaska Chanhassen Hockey Association (CCHA)

June 18, 2012 Board Meeting Minutes

Victoria Field House 7:00pm – 10:20pm

Board (* present)

Brian Charchenko – President

Mike Clauson – Vice President*

Tracy Langheinrich – Treasurer*

Rich Pelzel – U12, U14 Girl's Program Commissioner*

Matt Smalley – U6, U8, U10 Girl's Program Commissioner*

Tom Opheim – Bantam Co-Commissioner*

Jeff Weyandt – Bantam Co-Commissioner*

Ken Palattao – Peewee Commissioner

Tim Kauffman – Squirt Commissioner*

Melissa Horn – Mite Commissioner*

Nick Smith – Termite Commissioner*

Kyle Billadeau – Accountant*

Jennifer Kinneman – Webmaster*

Tracy Welch – Key Volunteer

Joyce Thomas – Key Volunteer

Annette Stock-Lind – Key Volunteer

Brenda Reddan – Concessions

Andy Brink – HDC*

Angie Smalley – Key Volunteer - Apparel

Kris Hansen – Key Volunteer – Equipment

Meeting Call to Order - (7:04pm) – Mike Clauson, second Tim

Approval of Mar Meeting Minutes – Yes via email, posted on the web

Open Forum – detail in specific update areas below

HDC Review

1. 14U level structure, Tues special meeting called for argument and final vote

2. HDC liaison by level:

a. Mite – Andy

b. Squirt – Nick

c. Peewee – Pat K

d. Bantam – Jessie (and ACE Director)

e. U8/10 - lower level - Tom

a. U12/14 - upper level – Chad

3. Nick Smith question on overall tie in to CCHA System – Productive round table w Andy. Topics:

a. Monthly coaching meeting





BOARD UPDATE

- b. Coaches manual
 - c. Coaches meeting
 - d. CEP clinics and certification
 - e. 10 core drill list
 - f. Ice allocation on systems vs skills
 - g. Skills sessions set
 - h. Goalie clinic
4. AI: Shift Bantam Skills clinics from Sundays to weeknight touches, especially utilizing late Wed PM times to avoid conflicts. Work to utilize HS Coaches and HDC reps.
 5. AI: Coaches meeting target for Sept with HDC

Open Forum

Commissioner Ice for early Sept:

Motion - create a survey for CCHA membership interest for 3 Boys ice sessions. PASSED

Mike to create the survey verbiage ASAP for Registration build, send for feedback

Motion – U8, U10, U12 for girls programs 3 optional ice sessions. PASSED

Mike to frame up session Registration send to Matt / Rich and BOD for feedback

Financials / Ice Situation – Kyle

1. Financial and Budgets presented in detail.
 - a. Great questions on cost reduction ideas.
 - b. AI: Kyle to explore a different ice utilization model for more teams on the ice, possibly sell more ice, still the challenge of finding a buyer. Look at Mite and Squirt levels for more teams on the ice for skills.
 - c. Will be sent out for BOD review and email approval.
 - d. Key Cost areas brought up and discussed by entire BOD
 - i. Tryout process cost – continue to evaluate lower cost options.
 - ii. Volunteer role breakdown – more roles but growing as an Association.
 - iii. Will use Jersey cost of \$25 for Mites.
 - iv. Subsidy rates on Mites to encourage enrollment. Possibly not subsidize Big Mites as much while keeping the lower levels structure in place. Will add in expected sponsorship goals.
 - v. Reduced Equipment cost, and level 4 coach certification buckets.

President Report – Brian

1. Contained within VP report

Treasurer Report – Tracy

1. Led Budget discussion with Kyle

Commissioner's Reports

All Mite Level Commissioner Report (Nick and Melissa)

1. Jamboree – Allow outside teams is under consideration
2. Set ice schedule hours at the Mite Level





BOARD UPDATE

3. Secure Skate Day Date for late September.
4. Explore “try Hockey for Free” USAHockey program and determine the pros / cons. Includes U8s. Kyle suggestion to look at the benefits of the program.

Squirt Commissioner Report – Tim

1. Fargo tournament all registered and ready to go (1-A and 1-B team). Selection date is Oct. 15
2. Registration completed for multiple other tournaments for Squirt teams.
3. Tom Whalen (HDC member) has agreed to assist with Squirt tryouts.
4. Nick Gerebi will be the HDC liaison for Squirts during the 2012-2013 season. Conversations have already begun.

Peewee Commissioner Report – Ken

Bantam Commissioner Report (Jeff / Tom)

1. Non parent coach ad needed for the A team – discussion on going with Jessie on candidates
2. Brian to post Bantam A coach ad in USA Hockey.
3. Junior Gold email review of Metro Hockey League President memo, use “too old”
4. Toruneys to be locked this week.

U8/U10 Girl’s Program Commissioner Report – Matt

1. Girls townhall presentation is on Sunday.
2. Met with Tracy, HS coach.

U12 / U14 Girl’s Program Commissioner Report – Rich

1. Significant research and discussion to date on 14U structure. HDC to vote on Tues.

Key Volunteer Reports

Ice Coordinator – Kyle

1. Forecasted ice rates
 - a. CCC will hit \$209 – 7% increase effective October 1, 2012
 - b. VFH ice rates - \$195, expected to increase to \$200 effective October, 2012..
2. Tryout Schedule: Looking into Football schedule, school calendars and other potential conflicts, will discuss HDC requirements, targeted at the next HDC meeting
3. Rink Improvements:
 - a. Next week Brian / Kyle going to VFH and CCC, financials requested, discuss improvements.
 - b. See rink improvement email from Kyle

Volunteer Coordinator – Joyce Thomas

Fundraising Report – Tracy Welch





BOARD UPDATE

Webmaster – Jen Kinneman

1. Individual Pages as File Folders vs Box.net
 - a. Each BOD member would store info on the page
 - b. Owner read / write, others would have view
 - c. Use private page
 - d. Jen to build the pages
 - e. Look into standardizing file naming conventions (best practices).
 - f. Update the HDC liaisons – posted in HDC update
 - g. HDC meeting minute page – Mike to load minutes
 - h. Tournament electronic build – reach out to Jenny McPartland
 - i. Reach out to Kris Hansen on goalie equipment. Kris wants last years roster to recover outstanding goalie equipment. Kris requested permission for rosters to tie to inventory for this year.
 - j. Registration Build – still needed
 - i. Volunteer Policy needed – Brian to complete, Joyce confirmation on hours and coaches credit. Mites how to handle Rookie Mites. Don't charge the rookies, no gold cards in the past. Brian has been notified the almost completed doc is needed.
 - ii. Budget needs to be settled.
 - iii. Concern by Jen over turn around time of up to 7 days. \$100 expedite fee is an option.

Golf Tourney – Tracy Langheinrich

1. Announcement on the web today.
2. 75 as of today, running the same as last year.

Equipment Managers – Kris Hansen / John Swisher

1. Conducting a beginning position inventory which includes condition.

Concessions Update –Brenda

Registrar – Annette Stock-Lind

Vice President Report – Mike

1. Tryout Process Docs
 - Boy's completed and approved
 - Girl's doc is in review – HDC meeting on Tues for final decisions.
2. Next D6 meeting actions
 - Discuss June / July birthday cut off option of playing up or staying at the same level. Waivers needed?
 - Pick up coach reimbursement check
 - Discuss 14U A/B structures for D6 members.
 - Verify Coach CEP requirements
 - Obtain current Consent to Treat, Waiver forms
 - 7/18 is the annual President's meeting
 - Junior Gold Metro League communication letter to Bantam Commish / HDC





BOARD UPDATE

3. Gambling Director Role

- **Motion:** Approve Discover Role for volunteer hour credit, post for interviews. PASSED
- Proposed Role: 6 month discovery role -> 1 year implementation -> 1 year growth
- Discovery Highlights:
 - i. We have an 15+ year expert in the Association to assist provide advice
 - ii. Key is a. location and b. Organization
 - iii. Roles - Need a Manager, Runner and Accountant / Auditor
 1. Mgr – 10hours / month – suggested comp. \$6K per year
 2. Runner – 4 hours / week – suggested comp. \$6K per year
 3. Acct / Auditor – 15minutes per box, target 4-6 boxes per week.
 - iv. State is quite involved and audits every three years.
 - v. Runners have to be engaged at least every 3.5 days.
 - vi. 6 month sitting in role, then apply for license
 - vii. www.gcb.state.mn.us for the key website
 - viii. <http://www.house.leg.state.mn.us/hrd/pubs/chargambib.pdf>
 - ix. Bars can expect \$1000 to \$1200 per month at established run rates
 - x. 2 boxes recommended one playback one swing for the fences game
 - xi. Box pays back 40% on 3000 tickets, boxes and game type vary..
 - xii. Inventory: Physical (at the site), perpetual (to be released boxes)
 - xiii. Cost \$40 to \$60 per Box. One mfg is Diamond Corp in Shoreview
 - xiv. Have to set up a cash bank at the bar for payouts.
 - xv. Track winning tickets, close out properly.
 - xvi. Have clearly defined process.
 - xvii. Bar owners manage the boxes, have a tendency to close out boxes too soon, establish rules.
 - xviii. Finance: Healthy est.: \$500K to \$1500K rev. with 8% to the bottom line.
 - xix. Summary:
 1. More discovery needed: Location and Organization are key
 2. Maximum return likely at \$500K for \$42K or approx \$70 per player
 3. Work directly with Lion's club for donation, marketing co-op? Let them do the heavy lifting with their established operation

4. Accountant Role

- Written Job Ad with Kyle's role description
- Send out to membership, place on line, and investigate outsourcing.
- Need to post role ASAP.

5. Sponsorship role (per Brian)

- Looking for two commissioner's to step forward: Ideally one Boys and Girls Commish
- Add a team of three helpers
- Obtain list – sending spreadsheet to candidates
- Feedback – pay percentage of money taken in. Look at value delivered vs return.

6. Equipment Locker transfer time line to VP (Brian)

- Key transfer, etc

7. Tournament Director Role (Brian):





BOARD UPDATE

- Website to be updated this week
 - Three Assoc already interested
 - Posing an ad in Lets Play Hockey
8. Volunteer Policy (Brian)
- Done to be transferred, sent to Jen for Registration build
9. CEP clinics – offer local at CCC
- Coach level expiring, likely to offer Level 1 / 2/ 3
10. Equipment Storage
- Kris has set up inventory, still needs to count Goalie Eq
 - Need metal shelving. Office surplus? to 16' long x 18-24"d x 72-84" h \$2K for shelves
 - How much goalie eq will we need this year
 - Email blast calling for goalie eq, trophies, etc
 - Practice jerseys? Buy new ones. Inventory needed.
11. Commissioners - Tourney sign up vs depth of B / C at your level.
12. HDC meeting updates should be on the web. 2nd Monday 8:00PM each month – Jen to update
13. Parent Meeting format for 2012 / 2013
- Suggest a task force or call for ideas on format and critical framing of key issues.
14. Policy on Player Waivers – Brian working on this.
15. Statistics in Youth Sports – Trend
- Baseball tracks w GameChanger, is a back drop for next year's eval
 - Basketball has a program
 - Soccer – no program
 - Hockey – programs exist
 - How do we want to manage this as an Association?
16. Budget Placeholders submitted to Kyle:
- Equipment shelving \$2K
 - Equipment Goalie: \$2.5K – too light? Work on a three year rotation.
 - Dir of Gambling (1st year discovery) - \$1K
 - Practice jerseys?
 - Accounting training role of 30 day labor overlap?

Meeting Adjourn – 10:20PM – Motion to adjourn by Mike – Second by All

