



# Coon Rapids Youth Hockey Association

## Purpose

The purpose of these minutes is to document the agenda items, action items and key decisions (motions) made during the monthly CRYHA board meetings. Meetings are held on the last Sunday of each month at 7:00 PM at the Coon Rapids Ice Center. Minutes are recorded by the secretary, unless otherwise specified.

## CRYHA Board Meeting

<b>DATE:</b> October 27, 2024
<b>TIME:</b> 7:00pm (called to order at 7:03pm)
<b>LOCATION:</b> CRIC Conference room

## Participants

<input checked="" type="checkbox"/> Kelly Traynor, President	<input checked="" type="checkbox"/> Tia DuHamel, Vice President
<input checked="" type="checkbox"/> Holly Bachman, Treasurer	<input checked="" type="checkbox"/> Kristin Hultquist, Secretary
<input checked="" type="checkbox"/> Stacey Johnson, Youth Traveling Director	<input type="checkbox"/> Dave Schmidt, Girls Traveling Director
<input checked="" type="checkbox"/> Nick Hanzlik, House/Mite Director	<input checked="" type="checkbox"/> Dan White, Recruiting and Retention
<input checked="" type="checkbox"/> Joe Carlin, Traveling Coaching Director	<input type="checkbox"/> Jeremy Johnson, Player Representative
<input checked="" type="checkbox"/> Deb Pulskamp, Fundraising/Volunteer Coordinator	<input checked="" type="checkbox"/> Jessica Morgan, Communications Coordinator
<input checked="" type="checkbox"/> Corrie Niska, Mite Coaching Coordinator	<input checked="" type="checkbox"/> Missy Walicke, Tournament Coordinator
<input checked="" type="checkbox"/> Perry Troyer, Equipment Manager	<input type="checkbox"/> Ashley Arntson, Sponsorship Coordinator
<input type="checkbox"/> Brian Morgan, Registration	<input checked="" type="checkbox"/> Sue Erickson, Gambling Manager
<input type="checkbox"/> Tim Matsch, Ice Scheduler	

*\*Non-voting members are designated with a grey highlight and yellow highlight if the position is vacant.*



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## Agenda items & meeting minutes

See Motions Made section for motion details on Agenda Items noted with an \*

Topic	Board Member	Agenda Items
<b>Attendance</b>	Kristin Hultquist	Roll call: 7:03pm
<b>Agenda *</b>	Kelly Traynor	October 2024 *
<b>Prior Month Minutes *</b>	Kelly Traynor	September 2024 *
<b>President &amp; D10 Reports</b>	Kelly Traynor	<ul style="list-style-type: none"> <li>• Kelly will not be at the December Board Meeting.</li> <li>• 56 new mites this season. 115 total mites.</li> <li>• CRYHA will have an A-mite team this season.</li> <li>• D10 meeting: 10/7               <ul style="list-style-type: none"> <li>○ Traveling roster signoffs took over two hours as D10 reviewed each player's address. Directors were provided a list of players for re-verification.</li> <li>○ Mite roster signoffs are on 12/1. An early sign-off will incur a \$100 fee.</li> <li>○ D10 verifying all coaches have completed their required classes.</li> <li>○ Not all CRYHA traveling managers have attended a meeting. Only one meeting remains for them to attend.</li> <li>○ A person cannot serve as a manager on a coach's team if the coach is their spouse.</li> <li>○ Six-day window for rescheduling games</li> <li>○ "End" must be selected in game sheet within 24 hours of a game's conclusions to avoid fines.</li> <li>○ 10Us and Squirts are limited to 35 games, with the season running through March 17, 2025. Playoff games will not count toward this limit.</li> <li>○ Only four coaches, including student coaches, allowed on the bench during games. More than four can be rostered.</li> <li>○ External tryout scrimmages will require referees, and penalties will be enforced during these games.</li> <li>○ Centennial is hosting a U19 team-all of District 10.</li> <li>○ Next D10 meeting is on 11/4.</li> </ul> </li> <li>• The co-op request discussion will continue after the new year. Some board members emphasized the request to D10 be in writing, along with a formal response, to provide documentation for a potential appeal to MN Hockey should D10 deny the full co-op.</li> </ul>
<b>Treasurer Report *</b>	Holly Bachman	<ul style="list-style-type: none"> <li>• Significant Changes: None</li> <li>• Revenue Sources for September: Registration: \$24.8K, Sponsorship: \$500</li> <li>• Employees (new/terminated/resigned):</li> <li>• Process and Controls: N/A</li> <li>• Identified Risks: N/A</li> <li>• Annual Audit (preparation, status, presentation):</li> <li>• Misc:               <ul style="list-style-type: none"> <li>○ Gambling donation for September was not deposited due to bank system updates from Spire/Blaze merger. Deposit will be reflected in October's financials.</li> </ul> </li> </ul>



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<b>Gambling Committee</b>	Sue Erickson Kelly Traynor Kristin Hultquist	<ul style="list-style-type: none"> <li>• Reviewed/Discussed:             <ul style="list-style-type: none"> <li>○ Completeness and accuracy of deposits, game records, game records, audits, raffles, and financial statements.</li> </ul> </li> <li>• Accounting:             <ul style="list-style-type: none"> <li>○ Reviewed/confirmed all aspects of the CRYHA Gambling Fund.</li> </ul> </li> <li>• Gambling Meetings will move from 6:00pm to 6:30pm, prior to the Regular Board Meeting.</li> </ul>
<b>Gambling Report</b>	Gambling Manager	<ul style="list-style-type: none"> <li>• Significant Changes: NA</li> <li>• Gambling Sources (sources, sites, upcoming events, etc.)             <ul style="list-style-type: none"> <li>○ Oak Roads: Pp and running.</li> <li>○ St. Francis: Gambling Control application completed but seeking new treasurer; CRYHA will continue to assist until one is found.</li> <li>○ St. Paul: No updates on potential gambling site.</li> </ul> </li> <li>• New Employees: Leslie Witucki (rehire), Tina Kivi, Lisa Bauer, Jill Welk</li> <li>• Terminated Employees: Jen Belfany</li> <li>• Donations (amount/to whom):             <ul style="list-style-type: none"> <li>○ Suggested donation to CRYHA: \$50K *</li> <li>○ Suggested donation to St. Francis Hockey \$3,960K *</li> </ul> </li> <li>• Process and Controls: None</li> <li>• Identified Risks: None</li> <li>• Compliance (rules, regulations, star rating):             <ul style="list-style-type: none"> <li>○ 4 Star rating</li> </ul> </li> <li>• Annual Audit (preparation, status, presentation): Annual audit has started.</li> <li>• Gambling Financial Review:             <ul style="list-style-type: none"> <li>○ September 2024 gambling activities and related expenses *</li> <li>○ October 2024 estimated gambling activity and expenses *</li> </ul> </li> <li>• Misc:             <ul style="list-style-type: none"> <li>○ Halloween Bingos: 10/28-11/1, featuring bigger coveralls.</li> <li>○ Requesting \$500 for Gambling Manager (Sue) and Assistant Gambling Manager (Michelle) to attend the Gambling Convention in November. *</li> <li>○ Requesting \$2K V2 for racing at MC Garage. *                 <ul style="list-style-type: none"> <li>• CRYHA will be reimbursed for all gambling venue-related purchases.</li> <li>• Discussions on holding a meat raffle (potential need for a wheel).</li> </ul> </li> </ul> </li> </ul>
<b>Mite Director Report</b>	Nick Hanzlick	<ul style="list-style-type: none"> <li>• HEP for Mites wrapped up with a scrimmage on 10/27 for finalizing.             <ul style="list-style-type: none"> <li>○ A Mites: Eleven players; anticipating a challenging season.</li> <li>○ B Mites: Two teams, one with eleven players and one with ten.</li> <li>○ C Mites: Can form a full girls' team.</li> <li>○ Coaches/Managers: A list of all coaches and managers must be sent to D10. Girls' coach list needs to be updated.</li> </ul> </li> <li>• Not overly concerned about having only seven full-ice games.</li> <li>• Team breakouts are still being determined; jersey sizing scheduled for 10/29.</li> <li>• Jamboree scheduling is in progress.</li> <li>• Game scheduling meeting on 11/6.</li> <li>• A parent meeting was held to discuss the season. High attendance and good engagement from parents. A list of interested managers and coaches was received. T. Duhamel requested to be kept in the loop when teams are finalized.</li> </ul>
<b>Admin Committee</b>	Tia DuHamel	<ul style="list-style-type: none"> <li>• Admin Committee: No meeting held; next meeting scheduled for November.</li> <li>• Traveling managers are in place and working on resolving game sheet issues.</li> <li>• Rocky's Pumpkin Patch event was a success.</li> </ul>



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		<ul style="list-style-type: none"> <li>• Gopher's game was chosen for the Association event.</li> <li>• Apparel stores are open for orders.</li> <li>• Will be updating the accomplishment banners by the year.</li> <li>• Mezzanine wall for Sponsors is still in progress.</li> <li>• Scheduling in progress for team pictures.</li> <li>• Missing tryout jerseys. Re-verification of current jerseys needed.</li> </ul>
<b>Hockey Ops Committee</b>	Stacey Johnson	<ul style="list-style-type: none"> <li>• The first day of training for coaches is scheduled for 10/28.</li> <li>• FHIT &amp; Skate Instruction: Scheduling in progress. A larger discussion is needed regarding ice time usage, especially in relation to girls' programming.</li> </ul>
<b>New Business</b>	Jessica Morgan  Kelly Traynor  Kelly Traynor  Sue Erickson  Tia DuHamel	<ul style="list-style-type: none"> <li>• Tryout Policy Review               <ul style="list-style-type: none"> <li>○ Several parents expressed concern (via email to board member J. Morgan) about tryouts, citing that CRYHA did not follow its tryout policy.</li> <li>○ After reviewing, five areas of the policy were identified as not being followed.</li> <li>○ The policy will be reviewed and possibly revised for the 2025/2026 season.</li> <li>○ <b>Idea for next year:</b> Partner with another association to facilitate scrimmages.</li> </ul> </li> <li>• Locker Room Monitoring for CPCR moms:               <ul style="list-style-type: none"> <li>○ Discussion about background check reimbursement for moms who will help with locker room monitoring, as most coaches are male. *</li> </ul> </li> <li>• Open Skate Request:               <ul style="list-style-type: none"> <li>○ Request to fund open skate sessions for all CR traveling players due to limited ice times this season was discussed but not approved. As a compromise CRYHA will provide three open skate vouchers for new travel players who did not play hockey last season. *</li> </ul> </li> <li>• Gambling manager, S. Erickson, requested to cancel the new audit company and allow Mair, the previous auditor, to complete this year's audit. The board voted via email after the request was sent. *</li> <li>• P. Troyer asked to add two new apparel store links (one for CR and one for CPCR) with a different retailer. Some board members were hesitant, as adding these could impact order minimums with the current vendor. Vote was conducted via email after the request came in. *</li> </ul>
<b>Good &amp; Welfare</b>	Kelly Traynor  Tia DuHamel	<ul style="list-style-type: none"> <li>• Board Meeting Attendance Requirement Reminders per CRYHA By-Laws               <ul style="list-style-type: none"> <li>○ K. Hultquist will track attendance starting from 4/2024 through 5/2025 meetings.</li> </ul> </li> <li>• Two additional members are needed for the gambling meetings.               <ul style="list-style-type: none"> <li>○ M. Walicke will attend monthly, with C. Niska and D. Pulskamp alternating.</li> </ul> </li> <li>• Review of current ice hours and any limitations (T. DuHamel speaking on behalf of T. Matsch)</li> </ul>
<b>Adjourned</b>	Kelly Traynor	<ul style="list-style-type: none"> <li>• Time: 9:41pm *</li> </ul>



## Coon Rapids Youth Hockey Association

### Motions Made

Agenda Topic/Agenda Item	Motion By	Motion Seconded	Opposed?	Motion Pass?
<b>Agenda:</b> October 2024	Kristin Hultquist	Perry Troyer	No	Yes
<b>Meeting Minutes:</b> September 2024	Missy Walicke	Perry Troyer	No	Yes
<b>Treasurer Report:</b> September 2024 Financial Statements	Perry Troyer	Nick Hanzlick	No	Yes
<b>Gambling Report:</b> September 2024 Gambling Activities/Related Expenses	Joe Carlin	Nick Hanzlick	No	Yes
<b>Gambling Report:</b> October 2024 Estimated Gambling Activity and Expenses	Perry Troyer	Dan White	No	Yes
<b>Gambling Report:</b> September 2023/2024 Gambling Activity Comparison	Perry Troyer	Nick Hanzlick	No	Yes
<b>Motion:</b> Donation Gambling to CRYHA Total Donation Approved: \$50K	Joe Carlin	Dan White	No	Yes
<b>Motion:</b> Donation St. Francis Hockey from Gambling fund Total Donation Approved: \$3,960	Joe Carlin	Perry Troyer	No	Yes
<b>Motion:</b> Approval Funds for expenses for Gambling Convention Amount Approved: \$500	Kristin Hultquist	Nick Hanzlick	No	Yes
<b>Motion:</b> Approval Funds for V2 Machine for MCs Garage Amount Approved: \$2K	Nick Hanzlick	Kristin Hultquist	No	Yes
<b>Motion:</b> Reimbursement Approval For girl's locker room monitors	Stacey Johnson	Holly Bachman	No	Yes
<b>Motion:</b> Approval Three open skate vouchers for new traveling players	Joe Carlin	Nick Hanzlick	No	Yes
<b>Motion:</b> Approval Transfer from new auditor back to old auditor, Mair.	Kristin Hultquist	Perry Troyer	No	Yes
<b>Motion:</b> Approval Add two more apparel links from new vendor	Kristin Hultquist	None	Yes	No
<b>Adjournment-</b> 9:41pm August 2024 Board Meeting	Holly Bachman	Joe Carlin	No	Yes



# Coon Rapids Youth Hockey Association

## Supporting Documents

List the supporting documents presented during the meeting for documentation purposes.

		TOTAL
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
11800 Spire Savings Account		116,885.51
11810 Spire Main Checking Account		62,947.44
<b>Total Bank Accounts</b>		<b>\$179,832.95</b>
<b>Total Current Assets</b>		<b>\$179,832.95</b>
Fixed Assets		
1600 Fixed Asset Furniture		6,150.00
1610 Furniture & Fixtures		650.00
<b>Total Fixed Assets</b>		<b>\$6,800.00</b>
Other Assets		
1650 Accumulated Depreciation		(6,800.00)
<b>Total Other Assets</b>		<b>\$ (6,800.00)</b>
<b>TOTAL ASSETS</b>		<b>\$179,832.95</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
<b>Total Liabilities</b>		
Equity		
30000 Opening Balance Equity		281,823.49
32000 Unrestricted Net Assets		(149,164.49)
Net Revenue		47,173.95
<b>Total Equity</b>		<b>\$179,832.95</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>\$179,832.95</b>