

**Hibbing Chisholm Youth Hockey Association
Board Meeting
Memorial Building Canteen
400 East 23rd Street**

**Monday, July 18th, 2016
6:00 PM**

AGENDA

- ~~1.~~ Meeting Called to Order @ 05pm
- ~~2.~~ Approval of the ~~May~~ Agenda
- ~~3.~~ Approval of the June 13th, 2016 Minutes and Evotes
- ~~4.~~ President's Report - Election of Officers
- ~~5.~~ Memorial Building expansion/future of Fairgrounds Arena
- ~~6.~~ Fundraising Report
- ~~7.~~ Treasurer Report
- ~~8.~~ Executive Director Report
- ~~9.~~ Approval of Bylaws
10. Arena Manager Report
11. Coaching Committee
12. Old Business
13. New Business
14. Association Member Open Forum
15. Adjournment

Hibbing-Chisholm Youth Hockey Board Meeting: June 13th, 2016 Memorial Building Dining Room, 6pm

Board of Directors Present: Jon LaMusga, Rally Hess, Joel Carlson, Mike Sanborn, Chad Jacobson, Heather Drews, Nicole Anderson Rachel Delich-Sullivan, Tom Dicklich

Absent: Steven Estey

Members of Association Present: JR Albrect, Nacole Galatz, Pat Galatz, Elizabeth Marschalk, Shane McKinlay, Amy Sirjord, and Josh Sirjord

Jon LaMusga called the meeting to order at 602pm

Agenda: Joel made motion to approve the agenda as presented. Rally seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Minutes & E-Votes: Rachel made a motion to approve the minutes of the June 13th, 2016 meeting. Mike seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Presidents Report: See attached list of 2015-2016 Highlights

Bylaw approval by membership: membership was able to view online and prior to vote. Paper copies were made available.

- Nicole Anderson replaced Mandy Galli as secretary
- Tom Dicklich replaced Erik Anderson
- Joel Carlson(treasurer) replaced Clayton Koskela

Rachel made motion to approve bylaws, Chad seconded the motion. Approved by all members.

Membership Election: Steven Estey resigns as board member, noted he will still be fundraising chair.

Nominated:

Shane McKinlay by Tom Dicklich second by Nacole Galatz

Nacole Galatz by Rachal Sullivan second by Chad Jacobson

Aaron Sandnas by Nicole Anderson second by Tom Dicklich

JR Albrect by Nicole Anderson second by Nacole Galatz

Sara Maki by Nicole Anderson seconde by Joel Carlson

Shane McKinaly takes over chair effective July 1st, 2016

Rachel Sullivan's position

Nominated:

Rachel Sullivan by Rally Hess second by Tom Dicklich

Motion made by Joel Carlson to take all above nominations for vote second by Chad Jacobson. THE MOTION CARRIED UNANIMOUSLY.

Rachel Delich-Sullivan retains her position.

Chad Jacobson position

Chad Jacobson does not wish to be nominated for re-election.

Nominated:

Pete Hyduke by Rally Hess second by Chad Jacobson

Motion made by Rachel Delich – Sullivan to take all above nominations for vote second by Chad Jacobson. THE MOTION CARRIED UNANIMOUSLY.

Nacole Galatz declines.

Pete Hyduke elected chair person effective July 1, 2016

Association Member Open Forum:

- **Scott Bjugstad shooting school:** August 14th and 15th \$15 per child

August 14th Squirts, U10: 3p-4p

PeeWee, Bantam, U12: 4p-530p

High School: 530p-7p

August 15th Squirts, U10: 8a-9a

Peewee, Bantam, U12: 9a-1030a

High School: 1030a-12p

Registration will be online

Motion by Rachel for 25 kids per session at \$15 per current HCYHA player second by Rally. THE MOTION CARRIED UNANIMOUSLY.

- **Volunteer positions open:** Amy Sirjord interested in Parent volunteer Coordinator position

Treasurer Report: Joel gave report on budget. Rally made motion to approve Treasurer Report, Jon seconded the motion.

MOTION CARRIED UNANIMOUSLY

Executive Director Report: Heather gave E.D. report. See attached report.

Volunteering DIBS hours will be a policy.

Joel made motion to approve ED report, second by Rachel.

MOTION CARRIED UNANIMOUSLY

Arena Manager Report: Pete Kaim absent from meeting

Coaching Committee: Jon reports next meeting is June 29th. Coaching Committee board will be determined. Full coaches meeting will be held prior to season.

Old Business: Raffle tickets are available to be picked up.

New Business: Welcome to HCYH night suggested

Players fees that are not paid maybe ineligible for districts

New nets to be made by Joe Gabardi

Nicole to work with lining up 2nd Years mites to possibly skate during Wild

Parent Volunteer Coordinator Report: Nothing new to report

Adjournment: Jon made a motion to adjourn the meeting. Mike seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Nicole Anderson

HCYHA Secretary

HCYHA presidents report 7/18/16 meeting (include CC report):

- CC meeting held 6/28/16, recommend coaching reimbursement policy
- Next years budget to improve traveling teams budget

- CC meeting, recommend CC members to board for approval
- Next CC meeting end of July?
- List will be provided to CC and Board for coaching recommendations and team managers Phil Mcdonald to have input on team managers
- Will need to recruit more Mite coaches but have a number to start with
- Jon to work further on playing time policy and get input from CC
- Other policies Jon needs to work on, ideas?

- Parade float looks good

- Need to keep improving the transparency with the membership

- Current board members are good diverse group

Coaching committee recommendation of committee members 2016/2017 season:

Pete Hyduke – Temporary CC Chair and HCYHA board member

Jon LaMusga – Peewee A head coach (current HCYHA president)

Rally Hess – U8/U10/U12 coach, girls coaching coordinator and HCYHA V-president

Tom Dicklich – Bantam A head coach and HCYHA board member

Phil McDonald – In House Coordinator and mite coach

Pat Iozzo – Skills Coordinator and skills instructor

Shea Walters – HHS boys coach

Kris Waltersw – HHS boys coach

Eric Rewertz – HHS girls assistant coach

Aaron Jamnick – Bantam A assistant coach

OJ Bottoms – Mite coach

Jake Dougherty – at large member, past Bantam assistant coach

Ryan Hanegman – at large member, past Peewee assistant coach, past Bantam A assistant coach

TBD – Squirt coach

- This represents the levels of the HS, Bantam, Peewee, In House Coordinator (Squirt, Mites, Mini's), and other At Large members that can contribute from their hockey experience, coaching experience, as well as their experience coming thru HCYHA.



Coaching Reimbursement

USA Hockey Certified and active HCYHA coaches are eligible for coaching certification and registration reimbursement. To receive expense reimbursement, please submit the following items to the HCYHA Executive Director: hibbingchisholmyouthhockey@gmail.com:

1. Receipts for any training, both classroom and online.
2. Receipts for the USA Hockey registration fee.
3. Completed Check Request Form which can be found [here](#).

Reimbursement requests must be received within 30 days of the expense occurring. Contact hibbingchisholmyouthhockey@gmail.com with any questions.

Travel Expense Reimbursement:

Non-parent/guardian volunteer coaches at the Peewee/U12 & Bantam/U14 level are also eligible for reimbursement of certain traveling expenses. Coaches should make every effort to carpool. If it is not possible to carpool the mileage reimbursement should be shared equally between the coaches. Coaches should also make every effort to share rooms when out of town. Coaches should only take meal reimbursement when it is not possible for them to eat before or after travel and are allowed reimbursement only for meals actually paid for.

There is a maximum of three non-parent coaches eligible for reimbursement with a cumulative combined amount of \$1000 each. (So two coaches \$2000 total, three coaches \$3000 total per team. Reimbursement forms should be submitted within 30 days of the travel period. Coaches Reimbursement Forms will NOT be accepted more than 30 days past the travel period. Coaches Reimbursement Forms should be submitted to HCYHA Executive Director at hibbingchisholmyouthhockey@gmail.com.

HCYHA Boys Coaching Committee

Meeting Minutes

Memorial Building Canteen

400 East 23rd Street, Hibbing

Tuesday June 28, 2016, 6:00 pm

- Present: Jon LaMusga, Pete Hyduke, Phil McDonald, Pat Iozzo, Aaron Jamnick, Jake Dougherty, Rally Hess
- Absent: Ryan Hanegman, Tom Dicklich, Shea Walters, Kris Walters
- Falls Skills discussion, 5 to 6 weeks long, schedule from last fall to get forwarded from Heather Drews to Pat Iozzo. Talk about adding a defensive clinic one per week for Peewee/U12 and up. Jon L. already talked to Mike Pechovnick about instructing. Combination of Chisholm and FG ice use. LTS beginners & advanced. One session combined & split into groups. Power skating intro & advanced discussed. Get input from Emily on girls skills.
- Discussed Mite evaluation. Unanimous in agreement to move forward. Explanation from Phil McDonald. Evaluation forms to be used at the start of the season. Communication will be needed with all mite parents on the process.
- Coaches reimbursement policy discussed and unanimous agreement in its use.
- Discussed the list of volunteers that showed interest in coaching and team managers. Jon to put together a list and forward to CC and Board. A meeting will be held late July with those on the list.
- Discussion to add OJ Bottoms to CC. This would be one of the folks at the Mite level that was previously discussed.
- Next meeting late July. Jon to send meeting invite.
- Meeting adjourned
- Minutes submitted by Jon LaMusga

HCYHA Boys Coaching Committee

Meeting Minutes

Memorial Building Canteen

400 East 23rd Street, Hibbing

Wednesday, April 13, 2016, 6:00 pm

- Present: Jon LaMusga, Tom Dicklich, Pete Hyduke, Phil McDonald, Pat Iozzo, Aaron Jamnick, Jake Dougherty
- Absent: Rally Hess, Ryan Hanegman
- Jon LaMusga called the meeting to order
- Discussion regarding need for a functional CC. HCYHA board needs and wants the CC input. The CC will be comprised of HCYHA President, Vice President, and other members appointed by the board. The CC will recommend the other committee members to the board for approval. CC will have a chairperson & a secretary.
- Agreement was reached on the members needed:
 - Jon LaMusga - President HCYHA & Pee wee A head coach
 - Rally Hess – Vice President HCYHA, Girls Coordinator, U8 Head Coach, U12 Assistant Coach
 - Pete Hyduke – Temporary CC Chair
 - Tom Dicklich – Bantam A Head Coach
 - Phil McDonald – In House Coordinator & Mite Coach
 - Pat Iozzo – Skills Coordinator
 - Shea Walters – HHS Boys Assistant Coach
 - Chris Walters – HHS Boys Assistant Coach
 - Eric Rewertz – HHS Girls Assistant Coach
 - Aaron Jamnick – Bantam A Assistant Coach & Skills Coach
 - Jake Dougherty – At Large
 - Ryan Hanegman – At Large
 - This represents the levels of the HS, Bantam, Pee wee, In House Coordinator (Squirt, Mites, Mini's), and other At Large members that can contribute from their hockey experience, coaching experience, as well as their experience coming thru HCYHA.
-
- Phil McDonald will be looking at having a designated helper at the Squirt, Mite, Mini levels that will be invited as well.
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- Ryan Hanegman is currently working on the summer hockey program. This program is usually handled by the HHS coaching staff. Ryan is taking over temporarily this year.

- Jon will forward the revised policies for playing time & moving up for recommendations from the CC to seed to the HCYHA board. As well as reimbursement policy & form

- 2016/2017 coaches,
 1. Bantam A coaches returning Tom Dicklich & Aaron Jamnick
 2. Bantam B coaches will be needed
 3. Peewee A coaches returning Jon LaMusga, Kevin Danielson, Rod Stone is a maybe
 4. Peewee B coaches returning Ben Kappella, other will be needed
 5. Email sent by ED for interest at all levels, the updated list will be provided to the CC when available

- Dryland training is already being arranged by a group thru the board

- Agreed that CC meetings will be held each month during season and every other month in the off season. A schedule of meetings will be created and meeting invites will be sent out by Jon and forwarded to Terri at the memorial building for room reservation.

- Next meeting June 29th

- Meeting adjourned

- Minutes submitted by Jon LaMusga

Fwd: July Hockey Agenda

Nicole Polcher [nicolepolcher@hotmail.com]

Sent: Monday, July 18, 2016 1:54 PM

To: Anderson, Nicole

Sent via the Samsung Galaxy Note5, an AT&T 4G LTE smartphone

----- Original message -----

From: Steven Estey <esteys@virginiapd.com>

Date: 7/18/16 1:04 PM (GMT-06:00)

To: Nicole Polcher <nicolepolcher@hotmail.com>

Subject: RE: July Hockey Agenda

Hi Polch I don't have much for you to pass on tonight. Overall the golf event was successful with (30) teams entering this year. Big shout to you and all the volunteers that helped out. If you want to discuss the Como ticket tonight I am open to any ideas you guys have we just need to get people at the banquet. Thanks

Detective Steve Estey

Virginia Police Department

327 1st St. S.

Virginia, MN 55792

esteys@virginiapd.com

From: Nicole Polcher [mailto:nicolepolcher@hotmail.com]

Sent: Sunday, July 17, 2016 8:33 PM

To: Nicole Polcher; Steve Estey; Heather E. Drews; Jon LaMusga; Mike Sanborn; Steven Estey; Rally Hess (rally.hess); Shane McKinlay; Tom Dicklich; Rachel Sullivan; Joel Carlson

Subject: July Hockey Agenda

I do not have contact information for Pete Hyduke. Can someone forward me his info and forward this email. Thank you. Hope you all had a great weekend.

Sent via the Samsung Galaxy Note5, an AT&T 4G LTE smartphone

----- Original message -----

From: Nicole Polcher <nicolepolcher@hotmail.com>

Date: 7/17/16 4:57 PM (GMT-06:00)

To: Nicole Polcher <nicolepolcher@hotmail.com>

Subject: July Hockey Agenda



Treasurer's Report –June FY16-17

Accounts

Fundraising Security State Bank

Beginning balance **\$48,280.66**

Ending balance **\$62,595.47**

Notes: \$9,786.19 Fundraising expenses, \$24,150.00 Golf Tournament income

General Fund

Beginning balance **\$12,442.42**

Ending balance **\$2,975.06**

Notes: Total income \$28,276.04 vs. budget of \$4,300.00

In June we received \$24,150.00 vs. \$4,000.00 budgeted golf fundraiser, \$676.04 vs. \$0.00 budgeted in summer programs, \$600.00 vs. \$0.00 budgeted in winter registration, \$2,850.00 vs. \$0.00 budgeted in entry fees.

Total expenses \$18,938.02 vs. budget of \$12,538.74

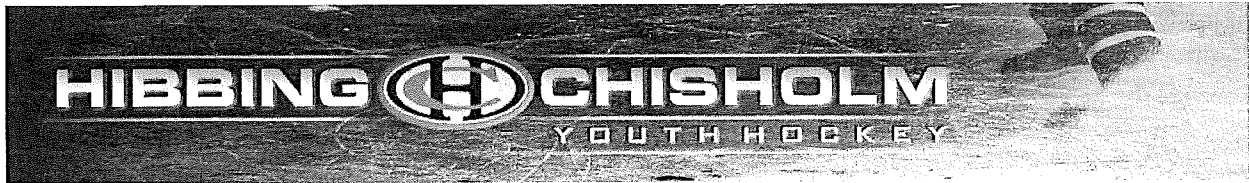
In June we spent \$230.00 total coaching vs. \$90.00 budgeted. We spent \$718.11 on total insurances vs. \$699.75 budgeted. We spent \$1,130.23 on professional fees vs. \$864.00 budgeted. We spent \$1,444.13 in total miscellaneous expenses vs. \$1,287.08 budgeted. We spent \$1,194.01 in total payroll expenses vs. 1,557.92 budgeted. We spent \$1,206.68 in total supplies-general expenses vs. 731.08 budgeted. We spent \$462.47 on utilities vs. \$3,000.00 budgeted. Total arena operations expense for June was \$5,400.06 vs. \$8,665.08 budgeted. We spent \$1,187.93 vs. 1,146.58 budgeted in depreciation expense. We spent \$9,786.19 vs. 2,713.25 budgeted total fundraising expenses. And we spent \$2,563.84 vs. \$0.00 budgeted total traveling fee expenses.

Other

A new finance committee developed the FY16-17 operating budget with limited information. We will continue to see budget to actual variances throughout the fiscal year as a result of the assumptions made in the budget.

Hibbing-Chisholm Youth Hockey Association
Profit & Loss Budget Performance - DRAFT
 June 2016

	Jun 16	Budget	Jun 16	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Concessions					
Fundraising	0.00	0.00	0.00	0.00	19,000.00
Donations - Signage	0.00	200.00	0.00	200.00	10,000.00
Fundraising Raffle Income	0.00	0.00	0.00	0.00	70,900.00
Golf Fundraiser	24,150.00	4,000.00	24,150.00	4,000.00	19,000.00
Law Enforcement Tournament	0.00	0.00	0.00	0.00	38,000.00
Other Fundraising Income	0.00	0.00	0.00	0.00	1,200.00
Shirt Sales	0.00	0.00	0.00	0.00	2,000.00
Total Fundraising	24,150.00	4,200.00	24,150.00	4,200.00	141,100.00
Miscellaneous Income					
Ice Rental	0.00	0.00	0.00	0.00	3,000.00
Misc Income	0.00	0.00	0.00	0.00	2,000.00
Vending Income	0.00	100.00	0.00	100.00	200.00
Total Miscellaneous Income	0.00	100.00	0.00	100.00	5,200.00
Registration Income					
Fall/Spring Registration	0.00	0.00	0.00	0.00	30,000.00
Summer Programs	676.04	0.00	676.04	0.00	900.00
Winter Registration	600.00	0.00	600.00	0.00	75,950.00
Total Registration Income	1,276.04	0.00	1,276.04	0.00	106,850.00
Tournament Income					
Advertising	0.00	0.00	0.00	0.00	1,000.00
Entry Fees	2,850.00	0.00	2,850.00	0.00	65,000.00
Misc Tournament Inc	0.00	0.00	0.00	0.00	1,200.00
Shirt Sales	0.00	0.00	0.00	0.00	1,200.00
Total Tournament Income	2,850.00	0.00	2,850.00	0.00	68,400.00
Total Income	28,276.04	4,300.00	28,276.04	4,300.00	340,550.00
Gross Profit	28,276.04	4,300.00	28,276.04	4,300.00	340,550.00
Expense					
Arena Operations					
Arena Maintenance	0.00	80.00	0.00	80.00	6,180.00
Chisholm Ice Rental	0.00	0.00	0.00	0.00	19,800.00
Coaching					
USA Hockey and Coaching Clinic	0.00	0.00	0.00	0.00	2,575.00
Coaching - Other	230.00	90.00	230.00	90.00	3,090.00
Total Coaching	230.00	90.00	230.00	90.00	5,665.00
Ice Sheet and Related					
Propane	0.00	0.00	0.00	0.00	1,854.00
Ice Sheet and Related - Other	0.00	0.00	0.00	0.00	2,000.00
Total Ice Sheet and Related	0.00	0.00	0.00	0.00	3,854.00
Insurance					
Building and Contents	474.36	436.33	474.36	436.33	5,235.96
Liability Insurance	0.00	0.00	0.00	0.00	1,446.00
Officers/Directors Liability	0.00	0.00	0.00	0.00	877.00
Workmans Comp	243.75	263.42	243.75	263.42	3,161.04
Total Insurance	718.11	699.75	718.11	699.75	10,720.00
Miscellaneous					
Bank Service Charges	200.00	51.50	200.00	51.50	618.00
Dues and Subscriptions	0.00	111.58	0.00	111.58	1,338.96
Interest Expense	0.00	50.92	0.00	50.92	611.04
Professional Fees					
Accounting	1,130.23	864.00	1,130.23	864.00	10,360.00
MaxGalaxy	0.00	200.00	0.00	200.00	2,400.00
Website	0.00	0.00	0.00	0.00	828.00
Total Professional Fees	1,130.23	1,064.00	1,130.23	1,064.00	13,588.00
Miscellaneous - Other	113.90	9.08	113.90	9.08	109.06
Total Miscellaneous	1,444.13	1,287.08	1,444.13	1,287.08	16,265.06
Payroll Expenses					
Quarterly Taxes	149.01	557.92	149.01	557.92	6,695.04
Wages	1,045.00	1,000.00	1,045.00	1,000.00	36,050.00
Total Payroll Expenses	1,194.01	1,557.92	1,194.01	1,557.92	42,745.04
Registration Expenses					
Mite Jersey Expense	0.00	0.00	0.00	0.00	2,000.00
Refunds	0.00	0.00	0.00	0.00	2,100.00



July 18, 2016

Executive Director Report

I. 2016-2017 Home Tournament/Scrimmages

A. Registration is open with 18 teams registered so far.

2016-2017 SCRIMMAGE TEAMS

BANTAM A	PEEWEE A	BANTAM B	PEEWEE B
Hibbing-Chisholm (Tartan) (Northern Lakes)	Hibbing-Chisholm	Hibbing-Chisholm	Hibbing-Chisholm

2016-2017 TOURNAMENT TEAMS

10UB	12UB	SQUIRT B	PEEWEE A	PEEWEE B	BANTAM A	BANTAM B	8U	MITE	MINI-MITE
Hibbing-Chisholm	Hibbing-Chisholm	Hibbing-Chisholm Navy Hibbing-Chisholm White Edina Silver (Burnsville) (Delano Tigers Black) (Alexandria Black) (St. Michael-Albertville)	Hibbing-Chisholm Centennial (Orono) (Detroit Lakes)	Hibbing-Chisholm (St. Paul Capitals B1) (Forest Lake) (Andover B1)	Hibbing-Chisholm Coon Rapids South St. Paul	Hibbing-Chisholm (St. Paul Capitals) (North Metro Bantam B1) (St. Louis Park) (Minneapolis Orange B1) (Alexandria Black) (Alexandria White) (Northern Lakes B1)	Hibbing-Chisholm	Hibbing-Chisholm	Hibbing-Chisholm

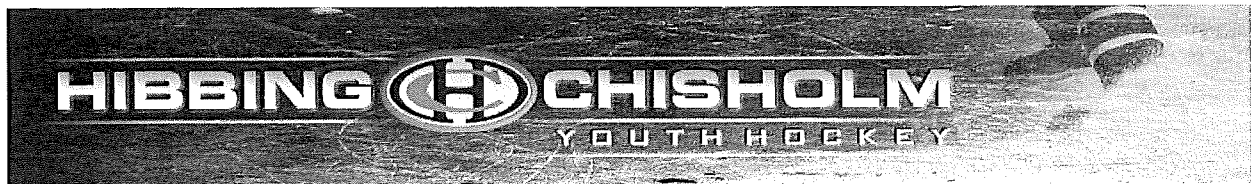
II. 2016-2017 Player registration fees and volunteer hours

A. Registration fees will remain unchanged from 2015-2016

1. All First Year Players: \$110
2. Mini-Mites: \$110
3. Mites and 8U: \$175
4. Squirt and 10U: \$350
5. Pee wee and 12U: \$650
6. Bantam: \$700
7. Learn to Skate 1 and 2 (offered twice per season): \$40

B. Volunteer Hours

1. Based on 2016-2017 Schedule of games, tournaments, and practices:



- a. Bantam, Pee wee, and U12 Families: 25 hours
 - b. Squirt and 10U Families: 20 hours
 - c. Mini-Mite, Mite, and 8U Families: 15 hours
 - d. 1st Year Families: 0 hours
- C. Online Registration
- 1. Registration opened yesterday.
- D. Scott Bjugstad Shooting School
- 1. 55/75 total players registered so far
 - a. 17/25 Bantams/HS Boys/HS Girls
 - b. 23/25 Pee wee/U12
 - c. 15/25 Squirt/U10
- E. 2015-2016 Closure Items
- 1. Registration fees yet to pay
 - a. One family is finishing payments on last season with only \$90 left
 - b. One family never corrected an expired credit card. \$300 remain outstanding.
 - 2. Unfulfilled Volunteer Hours
 - a. 15 families were invoiced for unfulfilled hours
 - b. 8 have paid in full.
 - c. One family sent a letter with a refusal to pay. (\$200)
 - d. \$1020 in invoices sent out that remain unpaid.
- F. SportNGIN is now SportsEngine.



To: HCYHA board members

From: Jon LaMusga, President HCYHA

Re: HCYHA board resignation

I am offering my resignation as a board member of HCYHA effective at the end of the 7/18/16 meeting. It has been my honor to be a part of aggressively making changes to the board over the last year. I appreciate the cooperation and professionalism of the board members. I do think a lot has been done over the past year.

It has been my goal to help make the board more transparent to the membership. To accomplish this, the right people must be involved for the right reasons. I do feel the board has the right make up.

I have one year left on my position. I recommend JR Albrecht as alternative.

I intend to keep coaching for the upcoming season.

As a member of the CC I intend to keep working with the CC to make it a functioning committee. I will continue to work with the board to put policies and procedures in place that will help HCYHA moving forward.

I wish all the best and will always be a phone call away if information is needed.

Sincerely:

Jon LaMusga