

**Hibbing Chisholm Youth Hockey Association
Board Meeting**

**Memorial Building Dining Room
400 East 23rd Street**

Monday, June 13th, 2016

6:00 PM

AGENDA

- ~~1.~~ Meeting Called to Order
- ~~2.~~ Approval of the February Agenda
- ~~3.~~ Approval of the May 16th, 2016 Minutes and Evotes
- ~~4.~~ President's Report- explanation of annual mtg.
- ~~5.~~ Membership approval of revised bylaws
- ~~6.~~ Membership election of expired board positions
 - Steven Estey
 - Rachel Sullivan
 - Chad Jacobson
- ~~7.~~ Association member open forum
- ~~8.~~ Treasurer Report
- ~~9.~~ Executive Director Report
- ~~10.~~ Arena Manager Report
- ~~11.~~ Coaching Committee
- ~~12.~~ Old Business
- ~~13.~~ New Business
14. Adjournment

May/June Evotes:

June 2, 2016

Rally made the following motion:

Board motion: **I move that Heather Drews receive a 5% pay increase effective July 1, 2016.**

Second by Rachal Delich Sullivan, motion carried unanimously

May 20th, 2016

Bylaws: approve the attached by-laws and post on our website two weeks in advance of the annual meeting in June.

Motion made by Rachal Delich Sullivan, second by Jon LaMusga , motion carried unanimously

Hibbing-Chisholm Youth Hockey Board Meeting: May 16th, 2016 Memorial Building Labor Quarters, 6pm

Board of Directors Present: Jon Lamusga, Joel Carlson, Tom Dicklich, Steve Estey, Heather Drews, Mike Sanborn, Rally Hess

Absent: Nicole Anderson, Chad Jacobsen

Members of Association Present: Shane McKinlay

Jon Lamusga called the meeting to order at 6pm

Minutes and E-votes: Jon made a motion to approve the minutes of the April 25th, 2016 meeting. Steve seconded the motion. THE MOTION CARRIED UNANIMOUSLY

President Report: Jon stressed the importance of supporting local businesses whenever possible

Fundraising Report: Steve reported the golf outing has 14 teams registered. The board touched on the situation with the changes at Como, Steve is going to follow up. Tom expressed concerns with sponsors wanting sponsor credit for selling raffle tickets, board agrees that selling raffle tickets is not enough to grant sponsor credit.

Treasurer Report: Joel gave report on April's budget. Rally made motion to approve treasurer report. Tom seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Executive Director Report: Heather gave report. Rally made motion to approve executive director report. Mike seconded the motion. THE MOTION CARRIED UNANIMOUSLY.

Memorial Building Expansion: Rally expanded on the letter from the board to the city council regarding the memorial building expansion and long term goals of the programs use of facilities. Tom and Rachel abstain from voting on motion to approve the letter. Rally motioned to approve the letter. Mike seconded the motion. THE MOTION CARRIED

New Business: Joel motioned to approve the parade budget. Rachel seconded the motion. THE MOTION CARRIED UNANIMOUSLY

Adjournment: Jon made motion to adjourn. Rachel seconded the motion. THE MOTION CARRIED UNANIMOUSLY

Submitted by Shane McKinlay on behalf of Nicole Polcher-Anderson

HCYHA Presidents message – annual membership meeting June 13, 2016

Introduction of current members and positions they hold and positions expiring

2015/2016 Season highlights:

- Board make up change and board director role descriptions
- Bylaw changes
- Monthly meetings
- New Executive Director and role description – Heather Drews, over sees Arena Manager, scheduling improved
- New Arena Manager and role description – Pete Kiam
- Other role descriptions created
- Policies created and other being worked on
- Budget created and reported monthly, improved the 2016/2017
- Membership Survey
- Reached out for volunteers for next season
- More transparency to the membership of what the board is doing
- Better communication to membership, more information on the website
- Raised player fees, tournament fees etc. No raise in 2016/2017 fees
- Membership similar to previous season
- Fiscal year end better than last season
- Change in fundraising for 2016/2017 season (new raffle replaces old raffle & coupon books)
- U12B advanced to state tournament
- Peewee A advanced to region tournament
- Brochures created and distributed to K-3 grades and to be handed out in parades, should help increase membership
- Working on making the coaching committee a functioning committee again, monthly or by monthly meetings, different make up
- New software
- Plan in place for jersey replacements
- Como men's league tournament a success
- Como Golf outing June 20th, 2016 – another big fund raiser for HCYHA
- 2016 Summer dry land training

Were there problems? Yes, but they were taken care of.

Was there progress for our association? Absolutely, but there is still progress to be made.

HCYHA is made up of volunteers and it seems there was increased interest by the membership

Reasons I would be honored to serve on the Hibbing-Chisholm Youth Hockey Association (HCYHA) Board of Directors

Tuesday, May 31, 2016

Attn: Current Board Members

- 1) It would be a great opportunity to be more actively involved and give back to the hockey program and the community of Hibbing (more formally and beyond helping coach mites).
- 2) Serving on the Board of Directors for the HCYHA would also allow me to be a caring and passionate voice behind the rich history and wide-spread love and passion for youth / high school hockey in Hibbing and on the "Iron Range".
- 3) It would also allow me to work hard with other board members and anyone else actively involved or passionate about the hockey program – thus putting all the kids and young adult athletes in a best position to succeed -- in hockey and life. Most importantly, helping to maintain and grow a healthy atmosphere / environment for all – thus allowing them to "have fun" and play the game they love in a fair and unbiased environment, both on & off the ice.
- 4) Serving on the HCYHA Board would also allow me to help continue the tradition of making hockey in northern Minnesota special and a TEAM-oriented sport -- where everyone involved (especially the kids) have an equal opportunity to enjoy and play the greatest game on ice as long as possible.
- 5) I envision the Board of Directors position to be a challenging yet, humbling and gratifying experience – both personally & professionally.

Regards,

Aaron V. Sandnas

2906 3rd Avenue E.

Hibbing, MN 55746

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Email: asvs74@yahoo.com



Treasurer's Report –May FY15-16

Accounts

Fundraising Security State Bank

Beginning balance	\$49,490.92
Ending balance	\$47,394.47

Notes: \$1,037.70 fundraising expenses, \$360.00 Golf Tournament income

General Fund

Beginning balance	\$24,390.59
Ending balance	\$3,046.50

Notes: Total income \$3,240.00 vs. budget of \$0.00

In May we received \$360.00 golf fundraiser, \$500.00 in donation-other, \$2,380.00 in registration income-other.

Total expenses \$28,757.32 vs. budget of \$38,905.00

In March we spent \$2,500.00 total coaching vs. \$500.00 budgeted. This variance is due to a 6 month linear distribution. We spent \$718.11 on total insurances vs. \$930.00 budgeted. This variance is due to a 12 month linear distribution. We spent \$660.90 on professional fees vs. \$1,067.00 budgeted. This variance is due to a 12 month linear distribution. We spent \$2,627.98 in total payroll expenses vs. 1,000.00 budgeted. This variance is due to a 12 month linear distribution. We spent \$2,776.87 on utilities vs. \$3,750.00 budgeted. This variance is due to a 12 month linear distribution. Total arena operations expense for May was \$9,643.34 vs. \$8,117.00 budgeted. We spent \$1,214.91 in depreciation expense, \$1,152.70 total fundraising expenses & \$2,409.78 total tournament expenses.

Other

A new finance committee developed the FY15-16 operating 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. This will be corrected in the FY16-17 budget.



Year-end Review (June 2015 – May 2016)

Total income \$335,503.60 YTD vs. budget of \$330,702.00

At the end of our fiscal year our total income is \$4,801.60 above of budget.

With concessions \$19,713.81 YTD vs. 10,000.00 budgeted, total fundraising \$96,537.00 YTD vs. \$71,900.00 budgeted, total miscellaneous \$14,060.21 YTD vs. \$6,402.00 budgeted, total registration \$133,897.49 YTD vs. \$172,000.00 budgeted, & total tournament \$71,295.09 YTD vs. \$70,400.00 budgeted.

Total expenses \$293,234.58 YTD vs. budget of \$303,178.00

At the end of our fiscal year our total expense is \$9,943.42 below budget.

With arena maintenance \$4,295.60 YTD vs. \$6,000.00 budgeted, Chisholm ice rental \$6,450.00 YTD vs. \$18,000.00 budgeted, total coaching \$3,475.00 YTD vs. \$5,500.00 budgeted, total ice sheet & related \$790.45 YTD vs. \$7,800.00, total insurance \$11,075.04 YTD vs. \$11,160.00 budgeted, total bank service charges \$50.71 YTD vs. \$500.00 budgeted, total dues & subscriptions \$0.00 YTD vs. \$1,300.00 budgeted, total professional fees \$10,059.40 YTD vs. \$12,804.00 budgeted, total miscellaneous \$10,216.11 YTD vs. \$14,824.00 budgeted, total payroll expense \$39,648.79 YTD vs. \$41,500.00 budgeted, total registration expense \$3,992.32 YTD vs. \$1,500.00 budgeted, total repairs \$292.98 YTD vs. \$1,800.00 budgeted, total supplies-general \$20,642.71 YTD vs. \$8,000.00 budgeted, total arena operations \$145,659.20 YTD vs. \$165,284.00, total concession expenses \$12,251.19 YTD vs. \$6,270.00, total depreciation expense \$14,580.07 vs. 12,792.00, donation expense \$61.17 YTD vs. not included in the budget, total equipment \$556.50 YTD vs. not included in the budget, total fundraising expenses \$55,201.73 YTD vs. 44,830.00 budgeted, total tournament expenses \$46,060.17 YTD vs. \$45,898.00 budgeted, & total traveling expenses \$18,854.55 YTD vs. \$27,464.00 budgeted.

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

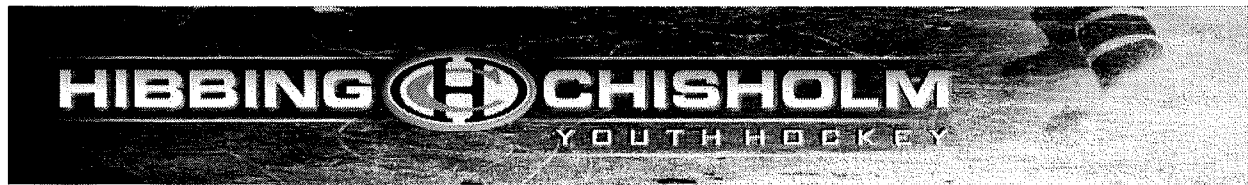
	May 16	Budget	Jun '15 - May 16	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Concessions	0.00	0.00	19,713.81	10,000.00	10,000.00
Fundraising					
Calendar Raffle	0.00	0.00	28,170.00	29,000.00	29,000.00
Donations - Signage	0.00	0.00	11,580.00	10,000.00	10,000.00
Fraboni's Fundraiser	0.00	0.00	0.00	0.00	0.00
Golf Fundraiser	360.00	0.00	19,042.00	4,700.00	4,700.00
Law Enforcement Tournament	0.00	0.00	37,745.00	25,000.00	25,000.00
Other Fundraising Income	0.00	0.00	0.00	1,200.00	1,200.00
Shirt Sales	0.00	0.00	0.00	2,000.00	2,000.00
Total Fundraising	360.00	0.00	96,537.00	71,900.00	71,900.00
Miscellaneous Income					
4 on 4 League	0.00	0.00	0.00	0.00	0.00
Donations					
City of Hibbing forgiven debt	0.00		7,637.50		
Donations - Other	500.00	0.00	1,285.00	0.00	0.00
Total Donations	500.00	0.00	8,922.50	0.00	0.00
Ice Rental	0.00	0.00	2,783.00	600.00	600.00
Interest Income	0.00	0.00	0.00	0.00	0.00
Learn to Skate	0.00	0.00	0.00	0.00	0.00
Misc Income	0.00	0.00	2,000.00	5,802.00	5,802.00
Vending Income	0.00	0.00	279.71	0.00	0.00
Miscellaneous Income - Other	0.00	0.00	75.00	0.00	0.00
Total Miscellaneous Income	500.00	0.00	14,060.21	6,402.00	6,402.00
Registration Income					
Coupon Books	0.00	0.00	565.00	40,000.00	40,000.00
Fall/Spring Registration	0.00	0.00	30,606.35	50,000.00	50,000.00
Fees	0.00	0.00	0.00	0.00	0.00
Mite Jersey	0.00	0.00	0.00	0.00	0.00
Traveling/Tournament Fees	0.00	0.00	0.00	0.00	0.00
Winter Registration	0.00	0.00	100,346.14	82,000.00	82,000.00
Registration Income - Other	2,380.00		2,380.00		
Total Registration Income	2,380.00	0.00	133,897.49	172,000.00	172,000.00
Tournament Income					
Advertising	0.00	0.00	1,100.00	3,000.00	3,000.00
Entry Fees	0.00	0.00	53,213.14	65,000.00	65,000.00
Gate Fees	0.00	0.00	6,095.95	0.00	0.00
Misc Tournament Inc	0.00	0.00	10,886.00	1,200.00	1,200.00
Mite Jamboree	0.00	0.00	0.00	0.00	0.00
Region Tournament Hosting	0.00	0.00	0.00	0.00	0.00
Shirt Sales	0.00	0.00	0.00	1,200.00	1,200.00
Squirt Tournament	0.00	0.00	0.00	0.00	0.00
Total Tournament Income	0.00	0.00	71,295.09	70,400.00	70,400.00
Total Income	3,240.00	0.00	335,503.60	330,702.00	330,702.00
Cost of Goods Sold					
Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00	0.00
Gross Profit	3,240.00	0.00	335,503.60	330,702.00	330,702.00
Expense					
Arena Operations					
Arena Maintenance	230.00	500.00	4,295.60	6,000.00	6,000.00
Chisholm Ice Rental	0.00	0.00	6,450.00	18,000.00	18,000.00
Coaching					
USA Hockey and Coaching Clinic	0.00	0.00	270.00	2,500.00	2,500.00
Coaching - Other	2,500.00	0.00	3,205.00	3,000.00	3,000.00
Total Coaching	2,500.00	0.00	3,475.00	5,500.00	5,500.00
Expense-Reimbursed	0.00	0.00	0.00	0.00	0.00
Ice Sheet and Related					
Propane	0.00	0.00	0.00	1,800.00	1,800.00
Ice Sheet and Related - Other	0.00	0.00	790.45	6,000.00	6,000.00
Total Ice Sheet and Related	0.00	0.00	790.45	7,800.00	7,800.00

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

	May 16	Budget	Jun '15 - May 16	YTD Budget	Annual Budget
Insurance					
Building and Contents	474.36	242.00	5,558.21	2,904.00	2,904.00
Disability Insurance	0.00	0.00	0.00	0.00	0.00
Liability Insurance	0.00	117.00	1,360.00	1,404.00	1,404.00
Officers/Directors Liability	0.00	71.00	844.00	852.00	852.00
Workmans Comp	243.75	200.00	3,312.83	2,400.00	2,400.00
Insurance - Other	0.00	300.00	0.00	3,600.00	3,600.00
Total Insurance	718.11	930.00	11,075.04	11,160.00	11,160.00
Miscellaneous					
Bank Service Charges					
Returned Check Charge	0.00	0.00	0.00	0.00	0.00
Bank Service Charges - Other	0.00	50.00	50.71	600.00	600.00
Total Bank Service Charges	0.00	50.00	50.71	600.00	600.00
Dues and Subscriptions					
District Dues	0.00	0.00	0.00	0.00	0.00
Dues and Subscriptions - Other	0.00	0.00	0.00	1,300.00	1,300.00
Total Dues and Subscriptions	0.00	0.00	0.00	1,300.00	1,300.00
Interest Expense	0.00	5.00	0.00	60.00	60.00
Professional Fees					
Accounting	660.90	1,000.00	9,279.40	12,000.00	12,000.00
Website	0.00	67.00	780.00	804.00	804.00
Professional Fees - Other	0.00	0.00	0.00	0.00	0.00
Total Professional Fees	660.90	1,067.00	10,059.40	12,804.00	12,804.00
Miscellaneous - Other	0.00	5.00	106.00	60.00	60.00
Total Miscellaneous	660.90	1,127.00	10,216.11	14,824.00	14,824.00
Payroll Expenses					
Contract Labor	0.00	0.00	0.00	0.00	0.00
MN UI Fund	0.00	0.00	0.00	0.00	0.00
Quarterly Taxes	327.98	0.00	4,918.79	6,500.00	6,500.00
Wages	2,300.00	1,000.00	34,730.00	35,000.00	35,000.00
Total Payroll Expenses	2,627.98	1,000.00	39,648.79	41,500.00	41,500.00
Registration Expenses					
Coupon Books	0.00	0.00	0.00	0.00	0.00
Fees	0.00	0.00	0.00	0.00	0.00
Refunds	0.00	0.00	3,992.32	1,500.00	1,500.00
Total Registration Expenses	0.00	0.00	3,992.32	1,500.00	1,500.00
Repairs					
Building	0.00	100.00	0.00	1,200.00	1,200.00
Repairs - Other	0.00	50.00	292.98	600.00	600.00
Total Repairs	0.00	150.00	292.98	1,800.00	1,800.00
Supplies-General					
Office	0.00	0.00	5,831.14	2,000.00	2,000.00
Supplies-General - Other	(11.10)	500.00	14,811.57	6,000.00	6,000.00
Total Supplies-General	(11.10)	500.00	20,642.71	8,000.00	8,000.00
Telephone, Internet, Cable	140.58	160.00	1,919.13	1,920.00	1,920.00
Utilities	2,776.87	3,750.00	39,437.83	45,000.00	45,000.00
Zamboni	0.00	0.00	3,423.24	2,820.00	2,820.00
Total Arena Operations	9,643.34	8,117.00	145,659.20	165,824.00	165,824.00
Concession Expenses					
Licenses	0.00	0.00	245.00	270.00	270.00
Sales tax expense	0.00	0.00	1,360.00	0.00	0.00
Supplies	0.00	0.00	10,386.19	6,000.00	6,000.00
Concession Expenses - Other	0.00	0.00	260.00	0.00	0.00
Total Concession Expenses	0.00	0.00	12,251.19	6,270.00	6,270.00
Depreciation Expense	1,214.91	1,066.00	14,580.07	12,792.00	12,792.00
Donation expense	0.00	0.00	61.17	0.00	0.00
Equipment					
Repair/Cleaning	0.00	0.00	556.50	0.00	0.00
Total Equipment	0.00	0.00	556.50	0.00	0.00

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

	May 16	Budget	Jun '15 - May 16	YTD Budget	Annual Budget
Fundraising Expenses					
Advertising Donation Expenses	0.00	100.00	2,350.00	1,200.00	1,200.00
Calendar Raffle	115.00	0.00	14,281.00	15,000.00	15,000.00
Coupon Books Expense	0.00	0.00	6,275.00	6,900.00	6,900.00
Golf Tournament	1,037.70	1,000.00	14,170.56	6,800.00	6,800.00
Law Enforcement Fundraising Exp	0.00	0.00	17,173.17	12,600.00	12,600.00
Misc. Fundraising Expenses	0.00	0.00	952.00	175.00	175.00
Raffle Ticket Reimbursement	0.00	0.00	0.00	100.00	100.00
Raffle Tickets	0.00	0.00	0.00	55.00	55.00
Shirt Sales	0.00	0.00	0.00	2,000.00	2,000.00
Total Fundraising Expenses	1,152.70	1,100.00	55,201.73	44,830.00	44,830.00
Penalties	0.00	0.00	0.00	0.00	0.00
Returned Checks	0.00	0.00	10.00	100.00	100.00
Tournament Expenses					
Advertising	0.00	0.00	1,440.00	1,200.00	1,200.00
EMTs	0.00	0.00	5,250.00	5,200.00	5,200.00
Misc Tournament Exp	2,409.78	0.00	3,582.27	1,200.00	1,200.00
Programs	0.00	0.00	1,969.50	1,200.00	1,200.00
Refs/Timekeepers	0.00	0.00	29,966.50	31,998.00	31,998.00
Refunds	0.00	0.00	2,300.00	1,500.00	1,500.00
Registration of Home	0.00	0.00	540.00	600.00	600.00
Shirts	0.00	0.00	0.00	1,200.00	1,200.00
Supplies	0.00	0.00	0.00	0.00	0.00
Trophies	0.00	0.00	1,011.90	1,800.00	1,800.00
Total Tournament Expenses	2,409.78	0.00	46,060.17	45,898.00	45,898.00
Traveling Fee Expenses					
10UA Tournament Expense	0.00	0.00	0.00	1,500.00	1,500.00
10UB Tournament Expense	0.00	0.00	725.00	1,500.00	1,500.00
12UA Team Expenses	0.00	0.00	550.00	0.00	0.00
12UB Team Expenses	0.00	0.00	2,025.00	4,500.00	4,500.00
Bantam A					
Team Expenses	0.00	0.00	2,124.00	4,500.00	4,500.00
Bantam A - Other	0.00	0.00	0.00	2,004.00	2,004.00
Total Bantam A	0.00	0.00	2,124.00	6,504.00	6,504.00
Bantam B					
Team Expenses	0.00	0.00	0.00	0.00	0.00
Bantam B - Other	0.00	0.00	0.00	0.00	0.00
Total Bantam B	0.00	0.00	0.00	0.00	0.00
Mini-Mite/Mite Out of Town	0.00	0.00	1,700.00	2,000.00	2,000.00
PWA					
Team Expenses	0.00	0.00	6,756.96	4,500.00	4,500.00
Total PWA	0.00	0.00	6,756.96	4,500.00	4,500.00
PWB					
Team Expenses	0.00	0.00	3,173.59	4,500.00	4,500.00
Total PWB	0.00	0.00	3,173.59	4,500.00	4,500.00
Referees, Clock and Book	0.00	0.00	0.00	360.00	360.00
Squirt Tournament Expense	0.00	0.00	1,800.00	1,500.00	1,500.00
Traveling Fee Expenses - Other	0.00	0.00	0.00	600.00	600.00
Total Traveling Fee Expenses	0.00	0.00	18,854.55	27,464.00	27,464.00
Total Expense	14,420.73	10,283.00	293,234.58	303,178.00	303,178.00
Net Ordinary Income	(11,180.73)	(10,283.00)	42,269.02	27,524.00	27,524.00
Other Income/Expense					
Other Expense					
Interest Expense	0.00	0.00	593.59	0.00	0.00
Loss on Asset Disposal	0.00	0.00	0.00	0.00	0.00
Unknown	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	593.59	0.00	0.00
Net Other Income	0.00	0.00	(593.59)	0.00	0.00
Net Income	(11,180.73)	(10,283.00)	41,675.43	27,524.00	27,524.00



May 16, 2016

Executive Director Report

- I. 2016-2017 Tournament/Scrimmages
 - A. Registration is open with 2 teams registered so far.
 - 1. PWA – Centennial
 - 2. Bantam B – North Metro
- 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
 - 2. Increase in hours does not reflect an increase of work required. It is just providing credit for work performed throughout the season.
 - 3. Total required hours will include hours put towards volunteer duties such as team manager, Committee member, locker room monitor, clock keeper for home games, tournament work, etc.
 - 4. TBD: How DIBS will manage this.