

## CLHA BOARD MEETING AGENDA

Monday, May 10th

### **Board Members:**

*(In attendance = \*italics)*

Position	Name	In Person	Virtual	Absent
President	Eric Luoma	X		
Vice President	Neil Carlson	X		
Secretary	Valerie Linhoff	X		
Treasurer	Sara Nelson	X		
Director of Business Operations	Jake Rivard	X		
Director of Youth Hockey	Pat LaVasseur			X
Director of Girls Hockey	Tara Jacobson		X	

### **Additional Board Members:**

Position	Name	In Person	Virtual	Absent
Director of Operations/ Equipment				
Advisor	Chris Phelps			X
Registrar	Megan Hyde		X	
Web Coordinator	Derek Roche			X
Fundraising Coordinator	John Gustin			X
Hockey Facilities Coordinator				
Ice Schedule Coordinator	Dan Swanson			X
Mite Coordinator	Matt Howe	X		
In-House Mini-Mite/ Little Wildcat Manager				
Goalie Coordinator	Brian Schaeppi	X		
TEACH/ SKATE Coordinator	Jessica Howe		X	
In-House Tournament Coordinator	Diana Johnson		X	

**Additional Attendees:** Shawn Severson, Andrew Johnson, Matthew Fenton,

## AGENDA

- o **Call to Order:** 1905
  
- o **Review/approval of last meeting minutes:**
  - o *Motion to approve last month's meeting minutes*
  - o Motion: Sara Nelson
  - o Second: Neil Carlson
  
- o **Treasurer's Report and Association bills to be paid:**
  - o \$ in General Fund: \$89,356.71
  - o Uncleared Transactions: \$38,278.76
  - o Register Balance: \$51,077.95
  
  - o \$ in Money Market Account: \$64,953.88
  
  - o Unpaid Bills:
    - \$11,944 for D2
      - ✓ Includes \$60/player fee and referee fees for league games
  - o Unpaid Invoices
    - \$3,400 invoice to D2 for Bantam and Squirt playoff tournaments
  
  - o Motion to Approve Treasurer's Report
    - Motion: Jake Rivard
    - Second: Neil Carlson
  
- o **Unfinished Business:**
  - o Policy for moving hockey players amongst teams after rosters are finalized for:
    - D2 play
    - Out of State games/ tournaments
    - In State games/ tournaments
      - ✓ Megan Hyde:
        - o Talked with D2 Registrar.
        - o The "moving hockey players" that occurred within our CLHA team(s) is not allowed.
        - o CLHA could have been fined and the coaches of the team(s) suspended for a year.
        - o There is a long process to move kids from team to team. This includes any games: in state, out of state, league play, etc.
        - o Once a player is rostered on a team with USA Hockey/ MN Hockey/ D2 Hockey, that player cannot move teams.

- o The exceptions to this policy are (1) goalies, through the D2 waiver process that must be completed before game play starts, (2) If there are less than 10 players available for a game, but a waiver process and written documentation must be presented to D2. D2 must approve the player movement exception in writing.
- o All CLHA hockey players are registered for a specific team and insurance is covered for that player on that team. If they are not rostered for a team, the player is not covered. Only by following the waiver process are the “moved” player(s) covered by USA Hockey insurance.
- o No movement of players can occur during the current hockey season without written approval from D2.
- o Additionally, there is a CLHA policy that states teams cannot “level up” younger players to older player teams.
- o Policy and Procedure Review (Update on Progress)
  - Review in progress

**o Open Forum:**

- o Do we want to do an overall CLHA survey this year? (Carlson)
  - Intention is to get feedback from parents as to how CLHA is doing, where we need to improve, and their general feel and their thoughts as to where the organization is headed in the future (from their perspective).
  - Current surveys that were sent out already for 2020-2021 season:
    - ✓ Pat LaVassuer: Coaching
    - ✓ Tara Jacobson: Girls Hockey Season (21 out of 26 responses)
  - Feedback from Board Meeting Participants:
    - ✓ Shawn Severson – says “yes” to CLHA surveys;
    - ✓ Valerie Linhoff says “yes” to surveys;
    - ✓ Eric Luoma says “yes” to survey – but with intention.
    - ✓ Jessica Howe – might be a waste of time since it’s too late after the season has ended.
    - ✓ Sara Nelson – we know that ice time and leveling were wrong;
  - Decision was made to create and send a CLHA End of Season Survey to the CLHA Membership.
    - ✓ It will be conducted within Google Forms
    - ✓ Neil Carlson and Valerie Linhoff will compile survey questions.

- ✓ Questions will be sent to hockey board members for a comment period prior to sending to CLHA membership.

**o New Business:**

- o 2021-2022 Registration Fees (Nelson, Levasseur)
  - The biggest issue facing registration and ice time is the possibility of having to add a 4<sup>th</sup> squirt team due to high numbers of Mites moving to Squirts for the 2021-2022 season.
  - Currently, unsure about the Bantam teams. LaVasseur is still working to uncover how many Choice players may return to CLHA, or not.
  - LaVasseur – trying to work in 1 extra hour per level because North Branch hockey team is not using the ice arena this year.
  - Nelson – We need to talk with the Mini Mites/ Little Wildcats about potentially pushing them to a later start in the year.
  - Nelson – Currently we don't own/ control the ice; should we look at buying all the ice time?
  - Nelson – Registration fees have not been set yet for the upcoming season. Fees may be similar to last year, with a slight increase.
  - Nelson – Billing Dates:
    - ✓ CLHA will go back to normal billing as there were 25 players that weren't paid by end of Jan.
    - ✓ Normal billing will be Jul-Aug-Sept; with exceptions.
    - ✓ Aim to have all players paid in full by tryouts.
    - ✓ Nelson and Hyde will work together to get the registration billing back to the "previous" billing cycle.
  - Nelson - Before the next meeting, the whole registration fee spreadsheet will be sent out to the board with information on each level.
- o Gaming – Why? To lower registration fees and/ or provide better opportunities/ experiences for the CLHA players.
  - There is land that Arena Inc owns behind the current arena.
  - There is room for an outdoor ice rink.
  - CLHA Board needs to talk to Arena Inc about helping to fundraise for another sheet of ice outside.
  - Other ideas about what the CLHA needs to enhance our membership and players' experience; like: outdoor ice, indoor dryland space, etc.

- ✓ Luoma states he will talk with Arena Inc to see if we should pursue this endeavor further.
- o DIBS (Johnson)
  - How many DIBS does each family need? DIBS are 4 hours, full details are published on the CLHA website
    - ✓ [CLHA DIBS Handbook](#) – see page 36 and 37
    - ✓ DIBS Checks are currently \$400
  - What is considered a DIB?
    - ✓ A DIB is a single credit for Volunteer help you provide to CLHA. Most of the time 1 credit = 1 hour of actual commitment. DIBS range from buying gun raffle tickets, team manager, coach, scoreboard keeper, penalty box attendant, supply fundraiser baskets, etc.
  - Can gun raffle tickets NOT be DIBS.
    - ✓ We can make them a part of DIBS or not; it's up to the Board
    - ✓ Gun Raffle Tickets – might be available for DIBS.... It depends on whether or not we can get guns this next year.
  - It seems as though we don't have enough help with tournaments, more specifically the mite jamboree.
  - Is there a form or spreadsheet to keep track?
    - ✓ Lindsey Crabtree offered to help work on DIBS – Nelson will work with her over the summer to work and track DIBS. Linhoff will help with getting it together on the CLHA
    - ✓ We need a better tracking system to manage the DIBS. Nelson and Linhoff will investigate using a linked Google sheet to SportsEngine to make it more visible and easier to signup for DIBS next season.
- o Mite program/levels - what's the plan for this coming season? Can there be some kind of evaluations/tryouts to make teams different or level them different? I felt the levels were incorrect ex: one team in particular was leveled as a 2 and could have easily been a 3/4. (Johnson)
  - Luoma states that Johnson should talk directly with LaVasseur
- o Non-parent Coach Pay (Luoma)
  - Jake Johnson was a teacher and a non-parent coach for a CLHA Bantam B1 team for the 2020-2021 season.
  - Previous pay ranged from \$1,600 for a non-parent coach at the Bantam level to \$1,000 for Squirts and varied whether it was an A, B, or C level team.

- Jake Johnson was the coach for the Bantam B1 team and he was not coaching the top team “A” level.
  - ✓ This “pay” was promised by a previous board member, but nothing was written down or approved by the board.
  - ✓ Luoma wants to pay Jake Johnson \$1,600 for coaching the Bantam Team
  - ✓ Nelson, Luoma, and Linhoff will review the Policy and Procedures for Non-Parent Paid coaches and establish:
    - o A written contract with the amount of the pay, payment date, team to coach, and any other stipulations pertaining to the Non-Parent Coach pay.
    - o Procedure to include a board member vote at the next board meeting prior to the season start before contract and payment can be approved.
    - o Procedure to ensure proper tax documentation received from Non-Parent Coach to include, but not limited to: signed contract, completed IRS W2 form, and others as so stipulated by CLHA Treasurer.
  - ✓ There is a Paid Coaches line item on the budget.
    - o Previous years had a limit of \$3k; one paid coach at the top level \$1,600 and other support for Learn to Skate Program (Holly)
- Motion to vote Jake Johnson \$1,600 non-parent coach
  - ✓ Motion: Jake Rivard
  - ✓ Second: Neil Carlson
  - ✓ Motion Passes
    - o Voting Results Below
  - ✓ Sara will cut a check for Jake Johnson this week.

Position	Voting Member	Yes	No	Abstain	Absent
President	Eric Luoma	X			
Vice President	Neil Carlson	X			
Secretary	Valerie Linhoff		X		
Treasurer	Sara Nelson		X		
Director of Business Operations	Jake Rivard	X			
Director of Youth Hockey	Pat LaVasseur				X
Director of Girls Hockey	Tara Jacobson				X

- o Update on CL merger w/FL (Jacobson)
  - Survey sent to the Girls team – 26 girls: 21 responses

- Improvements needed – ice time: the girls got very little ice time at CL Arena even though there was an agreement for each team that they would be allowed so much ice time at CL Arena. The parents were expecting it but receive get it.
- Most everyone wants to keep the merger; 17 out of 21 “Yes”, 4 out of 21 “Maybe” only if there were enough numbers to keep it in CLHA completely.
- Jacobson had a meeting with FL to keep the merger going
- Looking at doing a long term, multi-year agreement/ merger.
- Jacobson asked to incorporate CL into jerseys... They are thinking the FY22-23 season there may be a possibility to change it and incorporate CL into the new jersey and logo design.
- 2021 Fall hockey – FL will be able to incorporate the Girls Hockey Players into their FL Fall hockey since Covid restrictions have been relaxed.
- o OCI Forms (Linhoff)
  - Forms sent out this week
- o Tryout Dates (Nelson)
  - We need to get out the Tryouts dates ASAP.
    - ✓ Luoma – Will send a message to LeVasseur on setting dates for tryouts
- o Kickoff Meeting (Nelson)
  - We need to pick a date and location
  - Tentatively September 14<sup>th</sup> (Tuesday) – Kick off meeting
  - The Loon conference room worked well in the past. We are not charged a fee, but we need to clean up after we are done.
    - ✓ We will to stagger the levels;
      - o Mites 1830 – 1900
      - o Squirts 1900 – 1930
      - o Peeweess 1930 – 2000
      - o Bantams 2000 – 2030
    - ✓ Luoma will check with Loon on reserving Sept 14<sup>th</sup>
- o Goal Crease Club (Nelson)
  - Are we having a golf tournament or no?
  - Mike Lizotte Memorial Golf Tournament – We have done this in the past. Most of the work was done by the Goal Crease club, High School students, and we did some legwork.
  - Goal Crease club decided not to do it last year due to COVID.
  - Luoma says we should plan to do the Goal Crease club; Mike Lizotte Golf Tournament

- ✓ 2<sup>nd</sup> Saturday in September – already scheduled for 2021
- More details to follow

- o **Meeting Adjourned:** 2037
  - o Motion: Eric Luoma
  - o Second: Jake Rivard, Brian Schaeppi