

**HYHA Board Meeting Min**  
**October 17th 2022 – 7:00 p.m.**  
**PAV**

**Roll Call:** Officers: Lichty, Paul, Hillen, Peterson

Directors: Bisbee, Quale, Kern, Pitzl, **D. Larson**  
Rutzick, **Carson, Treno, Moseley**, B. Larson  
Carr, Zielke, Melcher, Hatch, Herby

Non-Voting Members: **Mr. Palmgren, Ms. J. Petersen**

**Call to Order:** Meeting called to order at 7:03 pm

A motion to bring the HYHA October, 2022 meeting to order was made by Mr. Bisbee and seconded by Ms. Kern. Mr. Lichty called for a vote and the motion passed unanimously.

**October Consent Agenda Items (Appendix I)**

- October Charitable Gambling Report
- Approval of Actual September 2022 charitable gambling expenses
- Approval of Estimated November 2022 charitable gambling expenses
- Approval of HYHA Board Meeting Minutes from September 19<sup>th</sup>, 2022 meeting

A motion to approve the October consent agenda was made by Ms. Kern and Mr. Bisbee seconded the motion to adopt the consent agenda. Mr. Lichty called for a vote and the motion passed unanimously.

**Open Forum (10 minutes max)**

**New Business**

- Tryout Review
- Tryout Grievance Committee
- Try Hockey for free day – Nov. 5<sup>th</sup>
  - Matt to get special exception insurance form to have highschool players on ice
  - Bisbee to organize 2-3 12U and 10U players to help on the ice
  - Moseley to organize 2-3 PeeWee and Squirt players to be on the ice
- sponsorship on apparel, concessions, tournament hotels, etc.– investigating and will discuss further on what this could look like going forward.
- Team Apparel for travel teams

A motion was made to spend up to \$15K on apparel for Travel HYHA teams and coaches with new logo by Mr. Larson and seconded by Ms. Kern. Mr. Lichty called for a vote and the motion passed unanimously.

- Team Managers Roles and Responsibility – need to provide clarity and guidance when asking to volunteer and at the start of the season.

**Officer Reports**

- President – Matt Lichty
- Vice President - Reid Paul

- Secretary – Linda Peterson
- Treasurer – Caitlin Hillen

### **Appendix III – Treasurer Notes**

- Opening/Closing HYHA bank accounts

A motion to approve the outlined bank account changes in Appendix III of this agenda and the emailed resolution document to the board, was made by Ms. Peterson and seconded by Mr. Bisbee. Mr. Lichty called for a vote and the motion passed unanimously.

A motion to approve opening a HYHA credit card with \$15K limit was made by Mr. Paul and seconded by Mr. Hatch. Mr. Lichty called for a vote and the motion passed unanimously.

### **Other Reports**

- Ice Scheduler – Janal Peterson
- Registrar – Sean Palmgren  
Not present
  - Hopkins Player Registration currently at 315 (last year we were at 330) - so about 95% of our goal.
    - Still seeing some Mite registrations coming in slowly, so I expect us to get close!
  - The biggest thing now is working on getting all of our teams rostered with USA Hockey and District 3 - BA first, PW next week and SQ thereafter followed by MTs
    - Working through all the coaches to get their trainings completed! Stay on top of all of this!

### **Director Reports**

- District 3 Representative – Bob Larson  
(D3 Meeting Notes Appendix II)

- Charitable Gambling Manager – Jay Quale

A motion for a one-time reallocation of 4K donation dollars from MN Heart Foundation to the MM100 club and approve a one-time advancement of this donation was made by Ms. Kern and seconded by Mr. Larson. Mr. Lichty called for a vote and the motion passed unanimously.

- Assistant Gambling Manager – Lynn Melcher
- Youth/Boys Travel Coordinator – Adam Moseley
- Girls Administrative Coordinator – Dain Larson
- Girls Development Coordinator – Alex Bisbee
- Girls 8U Coordinator – Joe Pitzl
- Mite Coordinator – Brad Zielke

- Assistant Mite Coordinator – TBD
- Webmaster – Chris Carson
- ACE Coordinator – Chris Carr
- Tournament Director – Marina Kern
- Fundraising – Andy Treno
- Hockey Recruitment Coordinator – Jocelyn Herby
- Equipment Coordinator – Ryan Rutzick
  - Practice jersey's in and getting handed out
  - Waiting on game jerseys
- Tournament Volunteer Coordinator – Lorin Hatch
- In Season Volunteer Coordinator – TBD
- Coach in Chief – TBN

A motion to adjourn October HYHA board meeting was made by Mr. Rutzick and seconded by Ms. Hillen. Mr. Lichtry called for a vote and the motion passed unanimously.

Meeting adjourn at 8:30pm

Adjourn

## Appendix I

### Charitable Gambling Report

#### HYHA CHARITABLE GAMBLING REPORT OCTOBER 17TH, 2022

SEPTEMBER 2022	<u>Tuttle</u>	<u>Mainstreet</u>	<u>JJ's Clubhouse</u>
Gross Receipts	369,189	370,825	563,746
Net Receipts	49,922	49,705	84,208
Allowable Exp.	33,447	27,444	40,518
Gambling Taxes	18,199	18,121	30,698
Net Income	-1,724	4,140	12,992

The total of all actual approved expenditures for the period was \$185,800.  
(Allowable Expenses + Lawful Purposes + Gambling Taxes)

#### ESTIMATED NOVEMBER 2022 EXPENSES FOR PRE-APPROVAL:

COMPENSATION	\$30,000	to	\$40,000
SITE RENT	\$10,000	to	\$15,000
ACCOUNTING			\$1,950
GAMING PRODUCT			
PURCHASES	\$30,000	to	\$40,000
GAMBLING TAXES AND FEES	\$70,000	to	\$90,000
MISC. EXPENSES & BANK CHARGES	\$4,000	to	\$6,000
CITY OF GOLDEN VALLEY REQUIRED DON.	\$1,300	to	\$2,900
HOPKINS YOUTH HOCKEY ASSOCIATION	\$10,500		
MHIF			\$2,000

The balance in the checking account as of SEPTEMBER 2022 was: \$257,706.91

The balance in the checking account as of SEPTEMBER 2021 was: \$358,019.71

Copies of the entire September tax return, as well as all supporting documentation are available for Members peruse.

**Appendix II**  
**D3 Updates: Bob Larson HYHA D3 Representative**

**October D3 Meeting Notes**

**Scheduling** - The Bantams, Pee Wees and 15U Girls and some of the 12U Girls levels should be posted by the end of the weekend. The 15U schedules may be changing soon. Working on possibly being in a league with D6. Been discussing this with D6 and Jeff Luke. More to come on that in the future. For the 12UA and 10UA we are discussing doing leagues with D5. So far game changes are way down in the scheduling process. Avario was able to come up with a way of spotting games that were not back-to-back and get that corrected before the schedule went to the schedulers. There will be a grace period after the managers meetings for teams to make changes due to school or religious events. After that there will be a \$200 fee to change a game. The grace period end date for the Bantams, Pee Wees, 12U Girls and 15U Girls will be Oct 28. The end date for the Squirts and 10U Girls will be Nov 25. All requests to reschedule games need to be done by the association scheduler. NO league games can be rescheduled to add additional tournaments. Make sure that your team managers confirm with the tournaments that they are scheduled so that they do not find out at the last minute that they are not in the tournament. If a team finds out that they are not in a tournament that they were scheduled for, and the association followed the proper procedure for signing up for the tournament, please have the team manager email Paul Steenerson or Mark Brandt to look into it. There are MN Hockey rules that govern that.

**Squirts** - Committee Meeting Oct 18. Will likely be discussing controlled scrimmages.

**Coaches/CEP** - New CEP courses have been added to USA Hockey website. We also will have an in-person CEP course in December that is currently in private mode. We are not going public yet, in hopes of filling it with D3 and D10 coaches only. The links to register have been emailed out.

**Girls** - Girls team declarations are now set. The only potential changes that could come at this point is 15U as high school commitments could change a team's declaration. Met with the MN Hockey Girls Committee on Sunday 10/8 where we discussed team declarations for all districts, inter-district play, and any 8th graders electing for 12U. D3 12A and 10A may host teams from D5 for this season as they are looking for a district. D3 typically would partner with D6 for these levels but D6 is already at capacity and is hosting teams from Mankato. 12B2 and 10B2 will also welcome two D10 teams to our league for this season. We will monitor HS tryouts to assist any cut players in need of a 15U or 19U option to play for this season.

**Hosted Tournaments**: Good turnout for the D3 tournament meeting. One question that came up was about Game Sheet and how it was going to look for tournaments and uploading games. Sounds like Game Sheet uploaded all of the games. Remind tournament directors of the 21 day lead time to submit tournaments to MN Hockey for scheduled tournaments or will be fined.

## Coach & Managers' Meeting

Rosters - Please review rosters to make sure all players and coaches are entered. If you plan to add coaches, do so sooner than later.

CEP/Safesport - If a coach hasn't fully completed all requirements they cannot be officially rostered. If not formally rostered do NOT participate in any games or scrimmages.

Non League/D3 games - These are now called exhibitions. Could be a game or scrimmage, but please call them exhibitions (don't ask why).

Game Sheet - Game Sheet is now offered as an app versus site/link which was done last year. Steve Parks has updated each Ipad with GS app. Each HYHA team is assigned a unique code tied to the roster. All games and exhibitions should be scored through GS. Coaches from both teams sign GS prior to the game. Referees need to sign after. Recommend that parents new to GS visit the site for information and product demos - <https://gamesheetinc.com/hockey>

New Coaches - There is a tab on the HYHA listing coaching requirements. There are also coach resources.

District 3 - There is a tab on HYHA website -

<https://www.hopkinshockey.com/page/show/6847311-district-3-information> . The page includes a link to the D3 website, a link to the D3 calendar as well as the updated 2022/23 district rules and regulations. If you have questions or need help reach out to Bob Larson 651-334-3117 or minnlarry@gmail.com

**Appendix III**  
**Treasurer Updates: Caitlin Hillen - HYHA Treasurer**

Agenda Notes  
October 17, 2022

**Requesting Board approval to close all accounts at Citizens Bank**

We would like to close the tournament, checking, and savings accounts at Citizens Bank. In the past these were used when we had tournament attendee fees and needed access to quick deposits and change. We also have used the checking account in the past for concessions, but as we move to more credit card and digital payment options, we have less need for access to cash.

**Requesting Board approval to open accounts at First Minnetonka Community Bank**

We would like to open new checking accounts at FMCB. First, the locations (Glen Lake/ Hopkins Crossroads) are more convenient than our current accounts at MinnWest. Secondly, as a local community bank, they are friendly to other local businesses and will work with us on a more personal level. Our intention is to open a general checking account, where all registration fees will filter, tournament fees will be deposited, and from which bills will be paid. We will also open a team-fund checking account, which will be used to fund team managers' PEX cards (see below). If necessary, we may open a concessions account, although at this time that does not seem to be necessary.

**Requesting Board approval to close all team-specific bank accounts at MinnWest Bank**

We are moving away from a checkbook/account per team model for team managers and will not have a need for these accounts.

At this time we will leave the general checking account at MinnWest open for any open payments. We will look to close this account before the end of the season, and will need to move automatic debits/credits from this account.

**PEX**

We will be using PEX, an online pre-paid expense card. PEX will allow us to have team-specific debit cards issued, which we can fund from a "team fund" bank account.

Each team manager will be issued a physical PEX Visa card, as well as a Digital Wallet/ Virtual Card. PEX also offers more streamlined solutions for paying vendors, which we may explore for real-time ref payments.

PEX is a free-application with up to 5 cards, beyond that it is \$8/month for each additional card. These can be canceled at any time by the treasurer, and we will only pay for the months used.

**Debt**

We have approximately \$166,068.72 left on our loan debt. We should look at paying that off, pending Charitable Gambling available monies. Currently have \$40471.41 in Old National Checking. I plan to move \$40k from there to the loan account this week, bringing the debt payoff close to \$125k. Once this is paid off we will look to close all accounts at Old National Bank.