

# **CCJHA Board of Directors October 2024 Meeting Minutes**

October 9, 2024

## **Call to order:** 631 pm

Present: Joe Zerst, JoLynn Pietila, Steve Mattson, Ryan Bennett, Colleen Mayra, Keith Frick, Amy Blake, Jenn Capello, Ryan Bonini, Jeff Peltier, Jeff Baril, Jason Swain, Jon French and Stacy Bussiere

Absent: Ian Repp, Tom Glass

## **Approval of Minutes**

A motion was made to approve the September 2024 meeting minutes by Colleen Mayra, Jeff Peltier (second); motion carried.

## **Guests and Public Comments**

Krista Frick and Geoff Cutsy were present.

## **Treasurer's Report**

### **Balances:**

- Board Balance: \$191,207.16; QB: \$191,156.16
- Referee Balance: \$5,540.92; QB: \$5,939.92
- Markham/Kero Savings: \$2,554.79; QB: \$2,554.70

### **Bills Paid:**

- SDC: \$700.00 for Ice rental
- AssignR: \$360.00 for Referee Scheduling SW

### **Bills Outstanding:**

- Rukkila, Negro and Associates for \$1,225.00

- Stacy B. for \$250.00 for MAHA Tournament application fee

### **Donations/Payments:**

- \$500.00 donation from Keweenaw Petroleum

### **To Do:**

- Submit MI license to solicit; just awaiting instruction from the accountant
- Complete SEMCO Sponsorship Form; CCJHA budget is needed, along with W-9 and occupations for all board members
- Sponsors for the season were reached out to and the status is as follows:  
We are just waiting on payment from M&M Powersports.

Sponsor	Age	Continuing Sponsorship (Y/N)	Invoiced (Y/N)	Payment Received
M&M Powersports	12U B	Y	Y	
AFM	14U B	Y	Y	Y
J. Peltier	10U AA	Y	Y	Y
Mineshaft Sportsplex	10U Girls	Y	Y	Y
Harters	19U Girls	Y	Y	Y

A motion was made to approve the Treasurer's Report by Colleen Mayra, Jon French (second); motion carried.

### **Program Director Report**

- The Schedulewerks software is working good so far.
- AssignR will be used for scheduling and paying referees this year. It should work great and will eliminate the need for unemployment taxes with the 1099s. The contractor form is on the CCJHA website. A W-9 needs to be entered into the software.
- Keith will need a bi-weekly report from Amy on it for Quickbooks.

- Regarding the process for tournaments: coaches need to let Amy know as soon as they find a tournament for scheduling, verifying it's a sanctioned tournament, etc.
- There will be a CUP League Meeting on 10/20/24.
- 6U starts on 10/12/24. Jenn Capello will help in organizing a GroupMe for the parents to communicate expectations, neck guard requirements, jerseys, etc. She will plan to be at the second skate to discuss the concession stand and go over any questions parents may have.

## **Coaching Director Report**

- An additional list of five coaches was presented for board approval. They are as follows:

-Zachary Babcock, Ryan Gray, Marshall Kemppainen, Andrew Lampinen and Brian Lasanen

A motion was made to approve this list by Jenn Capello; seconded by Keith Frick.  
Motion carried.

- A motion to approve the draft for Monday, October 14, 2024 was made by Colleen Mayra and seconded by Jenn Capello. The motion carried.
- A long discussion followed in regards to the drafting of house teams. 12U was the only age division that did the draft differently last year, with success. It was decided that it is too late at this point to make changes for this season for all of the divisions. The idea will be revisited in the future.
- Keith Frick will be the impartial board member to attend the draft on Monday.
- An update on the divisions is as follows:
  - 8U—60 registered; will have 6 or 7 teams; Steve Mattson offered to be a 7th sponsor if needed since there has never been this many teams before
  - 10U—43 registered; 3 teams
  - 12U—35 registered; 3 teams
  - 14U—32 registered; 2 teams
  - 12U girls (10U + 12U combined)—13 girls total; 1 team
- A motion was made to move up a second year 10UB goalie (Austin Kemppainen) to 12UB to have there be enough goalies in that division since 10U has plenty of goalies already. [Per the CCJHA Handbook: "*All goalie move-ups will be considered on a case-by-case basis.*"]

- A motion was made to approve divisions and goalie move up by Colleen Mayra; seconded by Keith Frick. The motion carried.
- A motion was also made to have Jeff Baril make the decision for the 8U division on whether to pull up a few 6U players to make even teams by Colleen Mayra; seconded by Jeff Peltier; motion carried.
- The 12U girls team will be sponsored by the MineShaft. They will use the 10U jerseys from last year.
- The 19U girls team will be sponsored again by Harter's.
- A motion for the girls' teams and layout was made by Colleen Mayra; seconded by Keith Frick. The motion carried.
- Colleen Linahan, a former Harvard hockey player and pioneer for girls high school hockey in lower Michigan, will come up to hold a free girls power skating session and seminar. It will be happening on October 25th and 26th. There will be a 2 hour block of ice time for the girls and snacks and gatorade after, along with a 1 hour meeting/seminar in the Wiitanen meeting room.

## **Equipment Manager Report**

New keys were made for the door by Tom. A better system needs to be in place for requesting equipment this season.

## **Officials Report**

There are 28 refs currently signed up for the on ice clinic on 10/10/24. The clinic will go over basics and provide a refresher on reffing, as well as be an opportunity for Jason to meet with the refs and get to know them.

## **Registrar/Safe Sport Report**

The locker room monitors need to be verified by Ryan Bennett before volunteering. 2 monitors are preferred. 10U ages and under can have a parent monitor of either sex. Anything older than 10U needs to have a locker room monitor of the same sex. For the younger divisions (e.g. 6U), it is okay for parents to be in the locker room helping their child get dressed, etc. as long as there is a locker room monitor present as well. Locker rooms should also be cleared out in between ice times. Coaches can excuse monitors when they need to address their team.

Ryan worked on putting together a locker room policy. [See attachment].

## **Booster Club Report**

Dave Hakamaki will take the 24/25 season's photos on ice on October 28th and 29th at the HoCo.

The concession stand at the Dee will be set up in the next 2 weeks. The stand at the HoCo is mostly done.

Fundraising this year will be another coffee bean sale and blankets.

## **Finance Committee Report**

The partnership/Junior Huskies program is still waiting on MTU to reply. Some dates that volunteers are needed are during MTU breaks (11/22, 11/23, 2/21, 2/22, etc.). Volunteer opportunities will be for more than just hockey games. Ice scraping, parking, ushers, 50/50 are a few examples of what will be needed.

7 scholarships are going to be awarded this year from the finance committee totaling \$2,350.00.

A motion to approve the finance committee report was made by Jenn Capello; seconded by Amy Blake. The motion carried.

## **Travel Committee Report**

Nothing to report.

## **Tournament Director Report**

The November Gale 10UB tournament is scheduled for November 8th through the 10th. It is MAHA approved. There will be 2 games at the Dee, 1 at the HoCo and the rest at the SDC. There will be a Chuck-a-Puck fundraiser during one of the breaks. Amy got the website and registration up and running and there has already been a response for interest (Marquette and Calumet). One team from the CCJHA will be drawn to decide who gets to play in it.

Visit with Keweenaw kindly donated \$2500 towards the tournament and helped set up local hotel room blocks. Fine Line donated \$1000 and will also donate water bottles. There will be a pre-sale order opportunity for tournament merchandise through Center Ice.

Stacy brought up the idea of having a grievance committee for the tournament in case any issues should arise. Volunteers for this are needed.

Clock, scoring and raffle basket volunteers will be needed. Jenn Capello will obtain the raffle permit.

There is a google document that Stacy will share for local businesses for donations so none are being asked multiple times.

There is a request for the pay to be higher to attract older, more experienced refs for the tournament. The tournament committee will make the final decision on what pay will be for referees.

A motion to approve the tournament report was made by Steve Mattson; Colleen Mayra (second); the motion carried.

## **Webmaster Report**

Nothing to report.

## **Sportsmanship & Behavior**

Nothing to report.

## **Fundraising Committee**

Ryan Bonini handed out a sheet for a possible raffle ticket fundraiser for the CCJHA. After discussion on the topic, it was decided that we will conduct a raffle fundraiser and sell the tickets for \$20/each. Further details to come.

A motion to approve proceeding with the raffle fundraiser was made by Jeff Peltier; seconded by Keith Frick. The motion carried.

## **Old Business**

MAHA Revisions to CCJHA Bylaws Revised Draft: Latest version was sent to MAHA for approval with affiliation agreement for 24/25. They should be reviewed this winter by the MAHA by laws committee.

The updated handbook will be posted to the CCJHA website by Amy.

## **New Business**

A growth coordinator is needed for the organization. Jenn Capello has agreed to volunteer for this position.

A discussion regarding an organizational calendar was postponed due to time constraints. This will be on the agenda in the future.

Next CCJHA BOD monthly meeting is scheduled for November 13, 2024.

## **Adjournment**

A motion was made to adjourn by Colleen Mayra; Ryan Bonini (second); motion carried.

Meeting was adjourned at 8:43 pm.

Submitted By:

JoLynn Pietila, Board Secretary

## **Attachment:**

### **Copper Country Junior Hockey Association (CCJHA) Locker Room Policy**

In addition to the development of our hockey players and enjoyment of the sport of hockey, the safety and protection of our participants is central to CCJHA's goals. CCJHA adheres to USA Hockey's SafeSport Program to help protect its participants from physical abuse, sexual abuse and other types of misconduct, including emotional abuse, bullying, threats, harassment and hazing. To help prevent abuse or misconduct from occurring in our locker rooms, CCJHA has adopted the following locker room policy. This policy is designed to maintain personal privacy as well as to reduce the risk of misconduct in locker rooms.

At Dee Stadium and Hancock City Arena, there are four (4) to five (5) locker rooms available for our program's use. Each of the locker rooms either has its own restroom and shower area or shares a restroom and shower area with one or more locker rooms. Some teams in our program may also occasionally or regularly travel to play games at other arenas, and those locker rooms, rest rooms and shower facilities will vary from location to location. CCJHA's team organizers will attempt to provide information on the locker room facilities in advance of games away from our home arena. At arenas for which you are unfamiliar, parents should plan to have extra time and some flexibility in planning for their child to dress, undress and shower if desired.

#### **Locker Room Monitoring**

An approved adult serving as a LRM (coach, manager, or LRM) must have a current background check and SafeSport certification that is verified by the CCJHA Registrar/SafeSport Representative. These requirements must show as completed in the USA Hockey portal for verification.

CCJHA has predictable and limited use of locker rooms and changing areas (e.g., generally 30-45 minutes before and after practices and games). We conduct a sweep of the locker rooms and changing areas before players arrive. If no coach is inside the locker room, a designated LRM's presence is required. Preferred locker room monitoring includes having two LRMs inside the locker room while players are occupying the locker room. However, when only one player is in the locker room, the LRMs should remain outside to avoid being alone with the player. We understand this could make some players uncomfortable or place our staff at risk for unwarranted suspicion. At a minimum, LRMs must be immediately outside the locker room (with the ability to hear inside) and frequently enter the locker room to monitor activity inside.

LRMs must appropriately secure the locker room when players are on the ice. If a player goes to a locker room during practice or a game, and does not return in a timely fashion, then an LRM (or if possible two) should check on the player's whereabouts. LRMs will verify that no unauthorized person(s) are in the locker room before players return to the locker room.

#### **Parents in Locker Rooms**

Parents or guardians may only enter the locker room in the presence of an appropriately credentialed LRM or are serving as a LRM. Except for players at the younger age groups (6U, 8U, and 10U), we discourage parents from entering locker rooms unless it is truly necessary. Younger age groups may need

assistance in getting dressed. We encourage parents to teach their players how to get dressed at the earliest age possible so they can get ready independently. However, if a player does need assistance with their uniform or gear, is/becomes injured, or has a disability that requires assistance, we ask that parents let the coach know beforehand that he or she will be helping the player.

In circumstances where parents are permitted in the locker room, coaches are empowered to ask that parents leave for a short time before and after the game so while they address the players. As players get older, the coaches may in their discretion prohibit parents from a locker room. We ask that all parents/guardians comply with their requests.

### **Mixed Gender Teams**

Some of our teams consist of players of different genders. As such, it is important that all players have the right to privacy and appropriate arrangements made for all players. Where possible, CCJHA will have the male and female players dress/undress in separate locker rooms and then convene in a single locker room before the game or team meeting. Once the game or practice is finished, players may return to one locker room for a team meeting and then proceed to their separate locker rooms to undress and shower (if available). If separate locker rooms are not available, then the players will take turns using the locker room to change. We understand that these arrangements may require that players arrive earlier or leave later to dress but believe that this is the most reasonable way to accommodate and respect all players.

### **Cell Phones and Other Mobile Recording Devices**

Cell phones and other mobile devices with recording capabilities, including voice recording, still cameras and video cameras, **are not permitted to be used in the locker rooms**. If phones or other mobile devices must be used, they should be taken outside of the locker room. Each coach will determine the best method for collecting and securing mobile devices.

### **Prohibited Conduct and Reporting**

CCJHA prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Participants, employees or volunteers in CCJHA may be subject to disciplinary action for violation of these locker room policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. Reports of any actual or suspected violations, you may email USA Hockey at [SafeSport@usahockey.org](mailto:SafeSport@usahockey.org) or may call 1-800-888-4656