

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

August 14, 2024

6:30 pm

## **Call to order**

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

Absent: None

## **Approval of Minutes**

A motion was made to approve the July 2024 meeting minutes by Colleen Mayra, Ryan Bonini (second); motion carried.

## **Guests and Public Comments**

Mollie Trewartha, parent of two 14U players, was inquiring about the refund policy from CCJHA if her players make the Houghton hockey team (will address and answer this later in the meeting).

Stacy Bussiere—attending to learn more about becoming a tournament director.

Scott Blake

Brady Flachs—was asked to make a short presentation regarding a potential 16U/18U split team that would play prior to and after the high school season, not in competition with it.

## **Treasurer's Report**

### **Balances:**

- Board Balance: \$66,893.24; QB: \$66,296.34
- Referee Balance: \$6,257.41; QB: \$5,895.39
- Markham/Kero Savings: \$2,554.47; QB: \$2,554.47

## **Bills Paid:**

- Coaching Reimbursements - \$2,530.00, 32 reimbursements to process
- Rukkila Negro and Associates - \$125.00, Accounting Services

## **Bills Outstanding:**

- Rukkila Negro and Associates - \$50.00, Accounting Services
- SDC Ice Fee (Travel Tryouts) - \$843.98
- State of MI - \$20.00
- HoCo (Advertising) - \$600.00 - [the Booster club will pay this]

## **Donations/Payments:**

- No donations

## **To Do:**

- Call / Text all registrants with failed payments. [Currently 2 families past due owing a total of \$1,028.96]
  - Players won't be able to play/get on the ice if they haven't paid from last season.
- Begin 990 preparations
- Discussion was had on the 24/25 season's registration fees and whether they would remain the same from last year or get increased by \$40/player. That was a calculated number in order for the organization not to come up between \$11,000.00-\$12,000.00 short based on projected costs (ice costs, etc.). Other sources of revenue were discussed as well, including asking Brad Barnett for funding and help in organizing a tournament possibly for 10U division. It was decided that registration fees will remain the same as last year and we will re-evaluate at the end of the season in regards to where we are at financially.
- Ice rates/hours are as follows for the 24/25 season: \$175/hour for the HoCo and \$165/hour for the Dee
- Amy will post registration by the end of the week (8/17/24); Motion to keep registration fees flat from last year was made by Jon French, Tom Glass, Colleen Frick and Keith Frick; motion passed.

- Sponsors for the season were reached out to and the status is as follows:

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

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

## **Travel Committee Report**

- Travel tryouts are set for end of August at the SDC (edited: ice was not available for the initial times in August and had to be re-scheduled for September for 10UAA and 12UAA).
- Board members are asked to sign up for time slots on SignUpGenius to volunteer for checking in players and monitoring the locker rooms (2-3 locker rooms per session).

## **Finance Committee Report**

- Jeff Peltier discussed the ongoing plans with Michigan Tech Athletics regarding a partnership/Junior Huskies program. It would be a projected 9-10 year plan with the option of mutually helping each other out. CCJHA would be able to possibly get a tournament at the SDC/ice time along with jerseys in the future and in return, the association would offer help with ushering/parking, etc. Another meeting is to be scheduled in the near future.
- Amendments were made to the refund policy for the handbook. Work was also done on updating the language on the website for CCJHA Co-ops and scholarship requirements and paying ice fees by December 31. It is as follows:

Attachment 1)

## **Amendments for CCJHA Handbook**

Current Handbook can be found at <https://www.ccjha.org/board>

### REFUND POLICY

CCJHA will refund registration fees for the following circumstances:

<u>Age Level</u>	<u>Circumstance</u>
6U, 8U	6U and 8U players who decide to cease playing hockey within the first 2 weeks of the season. Notification of leaving CCJHA must be received in writing within 2 weeks of season commencement.
14U, 16U	Player intends to tryout for high school team. 30% of registration costs will be required at the time of registration. If player makes high school then no other payment is required. If player does not make high school team then payment in full will be required by Dec. 31st.
All	Player intends to play on AAA team. 30% of registration costs will be required at the time of registration. If player remains within CCJHA then full payment will be required by Dec. 31st.
	Injury or illness that results in the player being unable to play for the remainder of the season. Refund will be pro-rated based on ice time utilized.
	Players family relocates out of the area and can no longer play for CCJHA. Refund will be pro-rated based on the ice time utilized.

### CCJHA Coops

Co-op teams will have a separate sub-board with equal representation from each association in the co-op. The sub-board will oversee registrations and drafts, and report in writing to the District Council.

### CCJHA Scholarships

The CCJHA offers scholarships to assist with hockey registration costs for families experiencing financial hardships. In return, recipient families receiving a scholarship are required to complete all DIBs hours by December 31st. If DIBs hours are not completed by December 31st, CCJHA will rescind the scholarship. The scholarship amount received will then be added back into the families' registration costs and must be paid by January 31st. There is also a good-faith minimum \$50 required at the time of registration.

## **Equipment Manager Report**

- Tom will plan to move items (equipment room move from second floor to first floor girls locker room outside the concession stand) around either the last week of August or the first week of September.
- 14U travel teams' jerseys are still missing; there should be extra minor team jerseys (16U CCJHA) + Jim's pizza ones available if needed
- Might potentially be a need to change locks for the new rooms after the move; Motion to approve locks being purchased made by Amy Blake; Colleen Mayra (second); motion carried.

## **Booster Club Report**

- Dave Hakamaki will take the 24/25 season's photos early in the season on the ice. The booster club pays for this.
- Concessions/DIBS was discussed. 10-11 still owe from last season (they will have to pay the outstanding bills before they play this year).
- Inquiries have been made and no outside parties are interested in doing the work. Potentially 4-5 hours/player will be required but more volunteers are needed for the work that needs to be done. Otherwise costs will go up.
- Reach out to the booster club, board members or fellow teammates/parents for help with hiring out hours if needed. Concession stand workers need to be 14 years old to work. To close at the end of the day, a parent or adult 18 or over is needed to make the deposit and clean. Open concession stand hours will be prioritized for games vs. practices where there is only a small amount of money being made.

## **Officials Report**

Jason and Amy and Keith will meet to discuss getting an email list together to be able to communicate to all referees. Jason is hoping to be able to have 1-2 sessions of on-ice training available since there is no test or on-ice training this year.

## **Coaching Director Report**

MAHA sent a reminder out to ensure coaches have proper credentials, players are registered and lockers have assigned supervision for tryouts and as the season gets started. Jeff Baril will reach out to coaches to ensure that they have their credentials up to date. Volunteers can get reimbursed for background checks. All locker room monitors need to be registered with SafeSport training.

Wiitanen-McLean Girls summer hockey seminar will not take place. In the future, a potential collaboration with adding a lecture (using Brad Barnett possibly for assistance in organizing this?) to on-ice time is possible. Jenn Capello will be in touch with the Rock family. A potential girls power skating session(s) could still happen this fall since there is money from the McLean Fund.

### **To-Do:**

- Need to find division coordinators for 6U, 8U, 10U, etc.

## **Registrar/Safe Sport Report**

Ryan is waiting on two background checks still for Board members. SafeSport needs to be done all throughout the year when it comes up for expiration to prevent red lining.

## **Program Director Report**

Scheduling software was discussed. Schedulewerks will be used for the scheduling. A motion to purchase AssignR to be used for ref scheduling was made by Colleen Mayra, Jon French (second); motion carried. It costs \$360/year with optional add-ons for payout options (\$200). It should meet our needs.

To alleviate scheduling issues, the potential for ice at MTU was discussed.

Of note, neck guards are required for refs under 18 years old.

## **Tournament Director Report**

MAHA does not have sites for the 12UAA or 14UAA state tournaments yet, but the Board decided that to host a state tournament is not preferable to hosting our own tournament. Stacy Bussiere has agreed to volunteer for the role of tournament director. More details were discussed as to when a tournament would be best. Early November or December would be preferable to not have to compete with the high school schedule.

## **Webmaster Report**

Amy needs to rework the website.

## **Old Business**

MAHA Revisions to CCJHA Bylaws Revised Draft: Latest version was sent to MAHA for approval with affiliation agreement for 24/25. They are being reviewed now.

NTR on possible puck/ball shooting areas at the Dee and HOCO for dryland.

Learn to Skate program -NTR

## **New Business**

The Board was presented with a short talk from Brady Flachs regarding a possibility to have a 16U/18U split team (Team CC was similar to this in the past). It would be a supplement to the high school season, but is there a need for it/enough interest? If there is more interest, this is something the Board will look more into in the future. Matt Hawkins, a volunteer from District 7 is willing to aid with any questions.

A vote was made regarding updating the handbook (see above attachment). All present voted yes (15); the motion passed to approve the attached changes. JoLynn will update the changes in the handbook.

Stacy Bussiere was nominated for Tournament Director. She accepted the nomination.

Next CCJHA BOD monthly meeting is scheduled for September 11, 2024.

## **Adjournment**

A motion was made to adjourn by Jon French, Colleen Mayra (second); motion carried.

Meeting was adjourned at 8:15 pm.