

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

November 13, 2024

Joe Zerbst, President  
Jon French, Former President  
Ian Repp, Vice President

Keith Frick, Treasurer  
JoLynn Pietila, Secretary

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

Present: Joe Zerbst, Jon French, Ian Repp, Keith Frick, JoLynn Pietila, Colleen Mayra  
(via Zoom), Amy Blake, Ryan Bennett, Steve Mattson, Jennifer Capello, Jeff  
Peltier, Jeff Baril, Jason Swain and Stacy Bussiere

Absent: Tom Glass, Ryan Bonini

## **Guests and Public Comments**

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None

## **Approval of Minutes**

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Motion to approve last month's meeting made by Jon French, seconded by Keith Frick;  
motion carried.

## **Treasurer's Report**

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### **Balances:**

- Board Balance: \$222,930.53; QB: \$222,879.53
- Referee Balance: \$347.92; QB: \$5,939.92
- Markham/Kero Savings: \$2,554.79; QB: \$2,554.79

**Bills Paid:**

- Rukkila, Negro and Associates - \$1,225.00
- Stacy B. - \$250.00, MAHA Tournament Application Fee
- Stacy B. - \$309.77 Tournament SWAG Bags
- MTU SDC - \$175.00 Ice Fees

**Bills Outstanding:**

- HOCO - \$6,650.00 for September Ice Fees

**Donations / Payments:**

- Keweenaw Chevrolet - \$5000
- Portage Lake enrichment Fund - \$2500 (Thatcher Markham Run)
- Tournament Revenue – Stacy will communicate numbers. This was a great success from the team that put this together on such short notice.

**To-Do:**

- Requesting to move \$15,000.00 to Referee Account
- Complete SEMCO Sponsorship Form - currently working on

**Notes:**

- Submitted MI license to solicit
- Currently 7 late registration payments from 6 families. Will be sending email reminders that their payments are late and if fees are not fully paid by Dec. 31<sup>st</sup>, their child can no longer remain on the ice.
- Reached out to all sponsors who only committed to 1-season, status is as follows:

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 to approve the Treasurer's Report was made by Jeff Peltier, Ryan Bennett seconded; the motion carried.

## **Program Director Report**

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- Registration Update: Registration is now closed.
- Ice Time Blocks for AA Games - will monitor for the next month to see if the time slot needs to be increased to 1 hour 15 minutes. Will discuss again.
- Tournaments – coaches need to arrange and let the program director know ASAP
- NIHL Update: It is not a requirement to be in the league (14U is not this year again). It leads to a question of goodwill for UP teams and whether we will be able to get enough games in future years when we have weaker teams.
- Balancing referee pay rates - proposed rates as follows:

Division	Current	Proposed	Comment
6U	\$18	\$20	
8U	\$18	\$25	60-minute time slot
10UB/10U Girls	\$25	\$35	
10UAA	\$45	\$50	
12UB/12U Girls	\$45	\$50	
12UAA	\$55	\$60	
14UB/14U Girls	\$55	\$60	
14UAA	\$70	\$70	
19U Girls	\$50	\$60	

Division	Current	Proposed	Comment
6U	\$18	\$20	
8U	\$18	\$25	60-minute time slot
10UB/10U Girls	\$25	\$35	
10UAA	\$45	\$50	
16/18UBB	\$90	\$90	

A motion to approve a referee pay rate increase was made by Jon French; Steve Mattson seconded. The motion carried. A vote was taken to approve the referee pay rate increase: All board members present voted in favor of the increase with zero nays.

## **Coaching Director Report**

- No pending coaches need board approval
- Student Coaches Process: Need to contact Jeff Baril; Ryan Bennett then will roster them.
- Need for teams to identify LRMs and Team Managers: About 1/2 the teams still need a manager. Ryan will list the head coach if needed. Jenn Capello can help coaches and recruit parents. Joe talked to the 6U parents to encourage more volunteers. Communication needs to be improved. Stacy suggested making and posting YouTube videos to make it easier to access how-tos (working the concession stand, running the clock, etc.).
- A request to approve an 8U+ program was again made ( Birth Year: 2016) - there would possibly be enough for 2 teams
  - Cost would be approximately \$250/skater
  - Sponsors would need to be found
- All teams registered by November 1 for District/State Tournaments

- Power Skating Clinic Wrap Up: It went well with roughly 20-25 girls attending. Colleen Linahan donated her \$1300 payment back to the association. Jon French thanked her for her generosity.
- Unfortunately a potential re-draft might be needed for the 14UB teams as some players left for JV teams, leaving teams uneven.

A motion to approve the 8U+ program and to re-draft the 14UB teams if needed by 11/15/24 was made by Jenn Capello, Jeff Peltier seconded. The motion carried. A vote was taken by all board members present: All voted in favor, none opposed either request.

## **Equipment Manager Report**

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- Tom Glass has resigned for personal reasons. His board seat and equipment manager positions are now available.

## **Officials Report**

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- Jason will try to shadow referees, in particular, new refs/8U games.

## **Registrar/Safe Sport Report**

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- Ryan needs USA Hockey numbers to roster locker room monitors and managers
- Locker Room Policy: See attachment
  - A motion to approve the locker room policy as presented was made by Amy Blake, Jenn Capello seconded. The motion carried. A vote to approve the written locker room policy was taken: All board members present voted to approve, 0 nays. The locker room policy passed.

## **Booster Club Report**

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- Photos being distributed—they will be mailed to Colleen, who will distribute them to teams and players.
- Blanket and Coffee fundraisers—two of the current fundraisers being run.

## **Finance Committee Report**

- Michigan Tech Athletics (Junior Huskies) -Update: It is at the VP level for approval. Joel will reach out.
- Volunteer opportunities - November 23, 2024 - there is a sign up for ushering at the game. There will be more opportunities in the future, especially when MTU students are on break.
- The executive board approved a scholarship for a 14UB goalie to play since the player from WI was deemed ineligible to play by MAHA. The scholarship will pay for half of the goalie's registration fee.

## **Tournament Director Report**

- November Gale happened November 8-10 - Post tournament report:
  - Over \$10,000 was raised just from businesses.
  - The SDC was a wonderful place to host the tournament. Locker room tours were offered to all teams and there was all around positive feedback. The championship game was at the DEE.
  - Ice time was donated both at the DEE and the SDC.
  - There is an estimated net profit of \$17,651.
  - The raffle needs to be closed out and thank yous sent to sponsors.
  - It was a great success for being the first year. Stacy (and Amy Blake) and the tournament committee did a wonderful job.

## **Travel Committee Report**

- Nothing to report

## **Webmaster Report**

- Nothing to report

## **Sportsmanship & Behavior**

- Two instances in October - The committee met both times and concluded that there were no SafeSport violations. Issues were addressed in both instances.

## **Coaching Committee**

- The position to head a coaching committee remains open.

## **Fundraising Committee**

- Ryan Bonini has proposed potentially using a QR Code for fundraising during 8U games
- A potential raffle fundraiser will be run in mid-February

## **Old Business**

- MAHA Revisions to CCJHA Bylaws Revised Draft
  - The latest version was sent to MAHA with the affiliation agreement for 24/25; Al Wakham said they would be reviewed this winter by the MAHA by laws committee.
- Growth Coordinator - Jen Capello - nothing to report.
- Organizational Calendar to ensure the flow of approvals and organization processes
  - Colleen and Ryan built a rough draft to get us started
    - a. When do coaches get approved
    - b. When do we decide how many teams we have in each division
      - i. Including travel teams such as an AA or A
      - ii. Do we move a split 16U/18U option

## **New Business**

- Ice Time Policy for non-rostered or non-CCJHA registered players: all skaters need to be registered with MAHA
- The next CCJHA BOD monthly meeting is scheduled for **December 11, 2024**

## **Adjournment**

- A motion to adjourn was made by Steve Mattson, seconded by Jeff Peltier. The motion carried. The meeting adjourned at 810 pm.

Minutes submitted by J. Pietila, 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 Locker Room Monitor (as defined as: coach, assistant coach, manager, or locker room monitor; collectively, "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 and currently active 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