



CPYHA BOARD MEETING AGENDA

November 21, 2023

MEETING CALLED BY	CPYHA Board of Directors
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Sam Paurus (President)
NOTE TAKER	Sydney Lindenfelser (Secretary)
TIMEKEEPER	Megan Tripicchio (Vice President)
ATTENDEES	Board of Directors, Committee Directors & General Members

1) CALL TO ORDER- 7:02pm

2) ROLL CALL - Sydney

Board of Directors	NAME
PRESIDENT	Sam Paurus
VICE PRESIDENT	Megan Tripicchio
TREASURER	Jason Dvorak
SECRETARY	Sydney Lindenfelser
MEMBER AT LARGE	Ryan Tesdall
MEMBER AT LARGE	Jason Cordes
MEMBER AT LARGE	Joe Housman
MEMBER AT LARGE	Ross Jerpseth
MEMBER AT LARGE	Will Evans
MEMBER AT LARGE	Jaime Wambach
MEMBER AT LARGE	Dustin Hanly
MEMBER AT LARGE	Ryan Karasek
GAMBLING MANAGER	Leanne Girard

COMMITTEE	NAME
MITE DIRECTOR	Joe Housman
CO-MITE DIRECTOR	Brett Lampe
GIRLS MITE DIRECTOR	Dustin Hanly
TRAVELING DIRECTOR	Aric Radmacher
GIRLS TRAVELING DIRECTOR	Megan Tripicchio
DEVELOPMENT DIRECTOR	Jason Tripicchio
CLINICS	Jason Tripicchio
COACHES SELECTION	John Smith
COMMUNICATIONS	Amy Jackson
WEBMASTER	Danielle Charboneau
CONCESSIONS DIRECTOR	Don Hall
GOALIE EQUIPMENT	Nate Stulc
GOALIE PROGRAM DIRECTOR	Nate Stulc
CANDY BARS COORDINATOR	Abby Frazer

WREATHS COORDINATOR	Camille Nelson
HEGGIES PIZZAS COORD	Nicole Kolander
RAFFLE TICKET COORDINATOR	Leanne Girard
ICE SCHEDULER	Ross Jerpseth
REGISTRATION/SAFETY DIRECTOR	Heather Tollefson
REGISTRATION COORDINATOR	Danielle Charboneau
MGR COORDINATOR HOUSE	Katie Snell
MGR COORDINATOR TRAVEL	Trina Wambach
RECRUITMENT	Angela Bjornstad
JAMBOREE COORDINATORS	Kendall Kapitan-Hondl & Gina Dahlman
SKATE COORDINATORS	Erik Andrews & Michael Gerberding
SPONSORSHIP	Angie Evans

TEAM PHOTOS COORDINATOR	Sarah Hall
VOLUNTEER COORDINATOR	Angela Glass

CPYHA TOURNAMENT	Dan Roehl, Jeff Carlson & Jake Cowman
CP BOOSTER COORDINATOR	Jaime Wambach

Additional Attendees: KC Aswegan, Brad Solomon, and Lesley Koch

3) REPORTS

Sam Paurus	APPROVAL OF MINUTES
PRESENTATION	The October meeting minutes were emailed to and reviewed by the board.
CONCLUSIONS	Motion was made to approve and was seconded. All approved the October meeting minutes.

Jason Dvorak	TREASURER'S REPORT
PRESENTATION	<p>Income</p> <ul style="list-style-type: none"> • \$201.78 Concessions • \$1,638.81 Sponsors • \$4,477 Registration Fees (less refunds) • \$48,603 Ice Payments • \$6,200 Tourney Income • \$60,976 Total <p>Expenses</p> <ul style="list-style-type: none"> • \$5,108 Divider Pads • \$7,680 Candy Bars • \$810 - 990 Fee, Livebarn, Stamps, Shot Club Graphics, Sponsor Expenses • \$2843 Traveling Coach Bags/Apparel • \$30,238 - Clinic Instructors, MEGA Annual • \$14,133 Tryout Expenses • 60,181 Total <p>Cash</p> <ul style="list-style-type: none"> • \$68,221 (down \$109,000) last year <p>November</p> <ul style="list-style-type: none"> • \$70,000 Gambling Contribution • \$37,000 Ice Payments • \$48,000 Wreaths • (\$110,000) Ice Bills Forum and BP through 10/31 (includes Fall) • (\$15,000) First Half Paid Positions • (\$10,500) Breakfast Club <p>Emails are set-up for CPYHA roles. One place to store items. Moving to new accounting software- Treasurer, Assistant Treasurer and President have access.</p>
CONCLUSIONS	The October treasurer's report was emailed to and reviewed by the board. Motion was made to approve and was seconded. All approved the October treasurer's report.

Leanne Girard	GAMBLING REPORT
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PRESENTATION		5-8 Grill	Clives	MCT	BWW
	Games Closed	29	41	55	1
	Bingo Net	-	-	-	-
	Pulltab Net	\$19k	\$24k	\$41k	\$520.00
	Etab Net	\$13k	\$23K	\$49k	\$6k !!
					best month yet for etabs!!
	Contribution:	\$0			
	Net Profit:	\$33k			
	Bank Balance:	Current:	YOY:		
		\$683k	\$594k		
<p>Other: *October games are still holding steady. The bars are not as busy as they usually are at this time of the year.</p> <p>* Our annual audit is still in process, I haven't heard from the CPAs since we pulled games. That is a good thing - no questions or concerns. They should be moving to the general side of things after completion of the gaming side.</p> <p>*Our organization had a 5 star rating this past fiscal year end! Yeah!</p> <p>* Leanne has completed her continuing education course to keep her in good standing with her gambling license (needed to be complete by 12/31)</p> <p>*Leanne received a call from a Gambling Control Board Investigator that she has worked with over the past 7 years. He would like a potential up-and-coming charitable organization to job shadow her.</p> <p>In November we have donated \$70k to the general fund. Expecting to cut another large donation check in December.</p>					
CONCLUSIONS	The October gambling report was emailed to and reviewed by the board. Motion was made to approve and was seconded. All approved the October gambling report.				

Sam Paurus	GAMBLING OVERSIGHT
PRESENTATION	No updates.
CONCLUSIONS	

4) COMMITTEE REPORTS

Ross Jerpseth (Ross)	ICE SCHEDULER
	<p>Action Items Completed:</p> <ul style="list-style-type: none"> We currently have 160 hours out of our 160-hour Fall Ice commitment. Ice Draft completed 11/5. 48 total hours went undrafted. Several 9:45pm slots, and several weekend slots. Gave Mites a couple of open hours. Total write-off risk of unused ice = \$38,730 <p>Season Ice Summary (*Will fluctuate each month as ice times change)</p> <ul style="list-style-type: none"> <u>Champlin Fall Hours Tracking \$180/Hr-160 Hours</u> <ul style="list-style-type: none"> 160 Hours x \$180/Hr. = Total Ice Cost = \$28,800 <ul style="list-style-type: none"> July-4 Hours August-15 Hours September-129 Hours October-12 Hours <u>Champlin Hours Tracking \$240/Hr-910.5 Hours</u> <ul style="list-style-type: none"> 910.5 x \$240/Hr. = Total Ice Cost = \$218,520 Currently tracking to be over 10.5 hours of our 900-hour commitment Breakfast Club only through November as of now. <ul style="list-style-type: none"> September-37.5 October-193.5 November-186.25 December-175.5 January-142 February-149.25 March-26.5

	<ul style="list-style-type: none"> ▪ Total Unassigned Ice through 2/9/24=29 Hours (\$6,960) ▪ Total Unassigned ice 2/10-3/3 = 98 Hours (\$23,520) <ul style="list-style-type: none"> • <u>Champlin Outdoor Ice</u> <ul style="list-style-type: none"> ○ To be determined. <ul style="list-style-type: none"> ▪ January ▪ February • <u>Brooklyn Park Hours Tracking\$250/Hr-324.25 Hours</u> <ul style="list-style-type: none"> ○ 324.25 Hours x \$250/Hr. = Total Ice Cost = \$81,062.50 ○ *Includes 17.25 Hours for Thanksgiving tournament <ul style="list-style-type: none"> ▪ September-3 ▪ October-100.25 ▪ November-78 ▪ December-38.75 ▪ January-73.25 ▪ February-31 ▪ Total Unassigned Ice through 2/9/24=21.75 Hours (\$5,437.50) ▪ Total Unassigned ice 2/10-3/3 = 11.25 Hours (\$2,812.50) <p>Action Items In-progress/Pending:</p> <ul style="list-style-type: none"> • Posted ice for sale, sent out to a few possible associations, and contact at MN Hockey • Working on updating Mite schedules. Current through December. • HOC-Will we continue with breakfast club beyond November? Would add 7.5 hours per week towards our 900-hour commitment.
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Joe Houseman/Brett L. – Boys Dustin Hanly – Girls	HOUSE/MITE COMMITTEE
	<p>Action Items Completed:</p> <ul style="list-style-type: none"> - Teams formed for all A – D levels (including coaches, mgrs) <ul style="list-style-type: none"> ○ 12 player on A and two B teams ○ 12 players on each 8U Team (3 teams total) ○ 39 total C players (4 teams) ○ Up to 32 D players (4 teams) - Rosters provided for jersey printing, for early signoff for Barn Burner, and setting up teams in SportsEngine - 11/8 was Mite scheduling meeting – Thank you Kris Karlson, Brett Lampe, and Dustin Hanly for attending and helping with scheduling. - Mini Rebel winter registration link is up and active - Mini Rebels continue to move up to Rookies. - Larger pads delivered - MEGA sessions scheduled for 11/18, 12/9, 1/6, and 1/13. They will be on ice while rookies use remaining 1/3 of ice for games. - A and B (2) teams registered for Anoka Jamboree 1/26-1/27 (filled up early this year). - Two 8U teams registered for MN Wild Holiday jamboree at Xcel Energy Center <p>Action Items In Progress:</p> <ul style="list-style-type: none"> - December schedule will be posted soon (estimated by 11/15/2023) - Need to focus on jamboree schedule - Need to finalize Outdoor ice with CIF and BP <ul style="list-style-type: none"> ○ Thinking D Rookies will be Tue/Thursday nights at 6pm at CIF ○ A/B mites tentatively to be scheduled Tuesday/Thursday nights at Willowstone ○ C Mites tentatively to be scheduled Monday/Wednesday nights at Willowstone - Need to reach out to neighboring rinks to explore mid-week ice for Advanced Mites. - Need to discuss Mite placement philosophy with Hockey Ops <p>Questions for board</p> <ul style="list-style-type: none"> - Dustin to request additional jamboree (MLK Weekend in Blaine) for 8U C teams

Radmacher (Jason C.)	<p>HOCKEY OPERATIONS: Traveling Committee, Goalie Director, Hockey</p> <p>Development, Coaching Coordinator & Equipment Coordinator</p>
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	<p>Travel Director/Traveling Committee-AR</p> <ul style="list-style-type: none"> Breakfast club continuing 3 days a week- attendance down last week with HS tryouts, will continue to monitor BB1 Instagram incident (inappropriate social media posting from team account, including locker room photos)- immediately dealt with, two players suspended for 2 weeks. Safesport involved. Reminders: <ul style="list-style-type: none"> No cell phone use in locker rooms Players not allowed in locker rooms without locker room monitors (should be coaches unless coach designates a parent) SafeSport: Zero tolerance for abuse and misconduct Players need mouthguards that are attached to facemask Level Coordinators-recently had check-in communication with head coaches District league play started November 6th Ref Coordinator- working on action plan to help increase ref participation from younger folks HS mentorship program to start soon. <ul style="list-style-type: none"> Great program: CPYHA players love having the HS players around and the HS players enjoy giving back to the program that played for. <p>Coaching Coordinator-JS</p> <ul style="list-style-type: none"> 100% head coach attendance to mandatory D10 coach meeting, Starting to plan mid-season coach meeting <p>Goalie Director-NS</p> <ul style="list-style-type: none"> MEGA in-practice training starting to happen Goalies have access to coach now app for immediate feedback from MEGA instructors <p>Equipment Coordinator-NS</p> <ul style="list-style-type: none"> Handling jersey and apparel issues as they arise <p>Questions for the board/larger group:</p> <ul style="list-style-type: none"> Request approval to reimburse head coaches for monthly livebarn subscription for remaining 3 months of season to assist with game film review. Estimated cost up to \$660, unlikely that much is spent as many teams have parents that video games. <ul style="list-style-type: none"> Board approved one more Livebarn subscription. Boys director will hold one and girls director will hold one.
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Bjorn Burnevik (Megan)	GIRLS TRAVELING DIRECTOR
	<p>10UA and 12UA teams are doing much better this year compared to last year. Both of our 10UB2 and 12UB2 teams are doing really well this season. Hope this is trending towards our teams going back to playing A and B1 level.</p> <p>Hoping next year we will follow the same plan with the 8U program as the rest of the co-op and field an A team each year. Players need to be comfortable playing at the highest level early to prepare them for traveling hockey.</p> <p>15U also has a B team.</p>
Angela Glass (Karasek)	VOLUNTEER COORDINATOR
	No updates.
Don (Ryan T.)	CONCESSIONS

	<p>Sales have been moving forward. Deposits are slightly lower than cash sales, as we accidentally deposited the reserve cash that we keep in the safe. This is being built back up and should be fully ready for this week.</p> <p>Tournament is this weekend and extra product has been put on order to supply.</p>
Dan Roehl, Jeff Carlson & Jake Cowman (Ross)	<p>CPYHA THANKSGIVING TOURNAMENT</p> <p>Action Items Completed: scheduled refs, EMT's. Entered DIBS for game tasks and concessions. 31 spots open still. Trophies/medals ready for pick up Friday before Tournament.</p> <p>Action Items In-progress/Pending: the tournament</p> <p>Announcements/Accomplishments: everything is ready to go, we are fine tuning a couple details that Dan, Leanne, Jason and Jake will take care of throughout the tournament at both rinks.</p> <p>Questions for the board/larger group: n/a</p> <p>Other Notes: Leanne has connected with all team managers - gave t-shirt info, local restaurants, hotel blocks, and the schedule of games. Any DIBS that are not filled by Sunday night before the tournament will get divided between all the BantamAA families. We are borrowing the PWA ipad for scorebook at BP rink</p>
Multiple people (Karasek)	<p>FUNDRAISING</p> <p>Candy Bars – Abby Pizza – Nicole Wreaths – Camille Raffle Tickets – Leanne</p> <p>Wreaths Will you be in attendance in person: no Action Items Completed: Wreath order drop off and distribution</p> <p>Action Items In-progress/Pending: checks have been delivered to Jason. Invoice from Evergreen Industries pending</p> <p>Announcements/Accomplishments: Wreath delivery day went very well. We had plenty of volunteers. No other actions required at this time.</p> <p>Raffle Tickets tickets have been distributed. Have only heard of one person that has lost theirs already. Collection date is 12/10 to the team managers, from there they will deliver them to Shelby and Andrea.</p>
Angie (Will)	<p>SPONSORSHIP</p> <p>Sponsors- Benevity, Champlin Dentistry, Think Real Estate, Clive's. Angie got W9 from Jason to give to new sponsors.</p>
Heather/Danielle (Megan)	<p>REGISTRATION/SAFETY</p> <p>Registration: 323 Total Registrations Mite Early Rosters were approved- no issues Mite C and Ds will be approved on 12/2</p> <p>Winter Mini Rebels Registration is open. 15 already registered</p> <p>Some coaches finishing up CEP's by the end of the year.</p>

Katie S./Trina W. (Ryan T.)	MANAGER COORDINATORS
House – Katie Snell	<p>Will you be in attendance in person: Unfortunately, no.</p> <p>Action Items Completed: House Managers were assigned within days of House teams being formed. I held a House Manager Meeting on Thursday, 11/16 to go over the role of manager and various responsibilities.</p> <p>Action Items In-progress/Pending: Managers are working on holding meetings with their teams, collecting \$500 volunteer checks, and raffle tickets. They've been instructed to turn-in the volunteer checks to the lock box at CIF by 12/10 and raffle tickets to the committee by 12/13.</p> <p>Announcements/Accomplishments: As of 11/14, 13 of 14 managers have completed their registration :-). The earlier formation of teams is extremely helpful in getting managers acquainted with their teams before raffle tickets are due.</p> <p>Questions for the board/larger group: the PO Box labels at CIF are no longer accurate. Last year I printed new ones, but they were just taped on and with the change in team names, are again, outdated. Is there a plan to officially re-label these or should I just do what I did last year?</p>
Travel – Trina W.	<p>Accomplishments since last meeting:</p> <ul style="list-style-type: none"> — All iPads have been handed out and gamesheet codes have been sent and updated. All iPads are working and have been used for the last couple weeks already. — One on One trainings and conversations have happened with those managers who are new to traveling and needed more support as the season began. <p>Announcements or questions for the board:</p> <ul style="list-style-type: none"> —New from D10 for those teams who play one hour games is that each of those teams need to include in the notes section on gamesheet how much time was left on the clock when refs stop game at the one hour mark. This information has been sent to all managers (whose teams are affected) to implement going forward.

Angela B. (Joe)	RECRUITMENT
	<p>Will you be in attendance in person: No</p> <p>Action Items Completed: nothing to be completed at this time</p> <p>Action Items In-progress/Pending: Will work with Joe to get Try Hockey for Free signs created</p>

Eric Andrews & Michael Gerberding (Ross)	SKATE
	No updates.

Kendall Kapitan-Hondl & Gina Dahlman(Joe)	Mite Jamboree
	<p>We will host our first Jamboree meeting on Monday Dec 18th from 7-9pm @the Ice Forum. We are making lots of progress on things and can send you a full outline of what we completed in Oct and Nov at the end of the month, but mostly we are keeping this as a record for when we transition things.</p>

Sydney Lindenfelser	BY-LAWS/HANDBOOK
	<p>Received a version of the handbook that can be updated from Tiffany and I am working on writing adjustments that have been discussed at the meetings. We will approve these adjustments at the annual meeting in April.</p> <p>Working on updating by-laws. Have looked through Section 10.7 and making notes.</p>

Jaime Wambch (Jaime)	CP BOOSTER COORDINATOR
	<p>1) Varsity and Jr Varsity teams are formed. All teams should be hearing from their Mentors if they have not already. After Thanksgiving Break I will have Trina confirm this.</p> <p>2) December 7th is the Teddy Bear Toss for the JR Varsity and Varsity game. JV starts at 5 and V at 7.</p>

5) OLD BUSINESS:

6) NEW BUSINESS:

- Head Coaches exempt from volunteer hours. What if you have 2 children?
- Mentorship program update: Brad will email verbiage for website.

7) ANNOUNCEMENTS:

8) BOARD VOTES MADE OVER EMAIL:

- Raise for gambling manager- board approved with majority vote on 11/22/23
- Ref Development Program created by Jason Tripicchio- board approved with majority vote on 11/24/23
- November Gambling Report sent by Leanne Girard- board approved with majority vote on 12/21/23
- Bantam AA fundraiser financials sent by Jason Dvorak- board approved with majority vote on 12/28/23
- Mite Jamboree budget request sent by Joe Housman- board approved with majority vote on 1/3/24

9) ADJOURNMENT: 7:52pm

Organizations 5 star annual report below

ORGANIZATION ANNUAL REPORT - 2023

Champlin Park Youth Hockey Assoc

License Number: 04865

Star Rating: ★★★★★

Calculation of Net Receipts		% of Gross Receipts
Gross Receipts	\$13,771,876	100%
Prizes Paid	\$11,832,825	85.92%
Net Receipts	\$1,939,051	14.08%

% Spent Lawful Purpose	Rating
50% or more	5 star
40% or more	4 star
30% or more	3 star
20% or more	2 star
10% or more	1 star

Calculation of Net Profit (net receipts less expenses)		% of Net Receipts
Net Receipts	\$1,939,051	100%
Allowable Expenses	\$867,513	44.74%
Net Profit	\$1,071,538	55.26%

Calculation of Lawful Purpose Expenditures		% of Net Receipts
Charitable Expenditures ¹	\$331,015	17.07%
Other Lawful Purposes ²	\$0	0.00%
Taxes and Fees ³	\$707,907	36.51%
Total Lawful Purpose Expenditures ⁴	\$1,038,923	53.58%

Lawful Purpose Category	Lawful Purpose Code	Annual Total
to and by 501(c)(3) organizations or 501(c)(4) festival organizations	1	\$281,015
state, federal, and local gambling taxes, regulatory fees, and unrelated business income taxes	8	\$705,807
unit of government	10	\$50,000
gambling license fees	18	\$2,100