

Cambridge Isanti Hockey Association

Board Meeting Agenda

August 27, 2025

Attendance:

<input checked="" type="checkbox"/> Joe Burhite	<input checked="" type="checkbox"/> Natalie Nesbit	<input checked="" type="checkbox"/> Derek Anderson	<input type="checkbox"/> Katie Fritche
<input checked="" type="checkbox"/> Thomas Knight	<input checked="" type="checkbox"/> Jeff Duncan	<input checked="" type="checkbox"/> Brad Boughton	<input checked="" type="checkbox"/> Ryan Thunstrom
<input checked="" type="checkbox"/> Shannon Hagen			

Next Meeting: September 24, 2025

Called to order: 6:30 PM

- a. Approval of Purposed agenda (We missed this)
 - i. Motion-
 - ii. Second-
 - iii. Ayes-

I. Guests:

- Zach & Kendal Koering
- Chris Adams
- Stephanie Weber
- Tyler Schaff

II. New Business

Arena Expectations Email Discussion

- Continue sending emails to families

Non Parent Coaches-monetary reimbursements?

- No final decision made. Tabled to next meeting

Old Business

III. Monthly Reports

A. Secretary and Communications (Katie Fritche)

- a. Approval of last month's Meeting Minutes-
 - i. Motion- Jeff
 - ii. Second- Brad
 - iii. Ayes- Unanimous
- b. Recording of votes since last regular meeting
 - i. Motion to pay invoice to Avario \$1990.00
 1. Motion-Thomas
 2. Second-Jeff
 3. Ayes-Derek, Ryan, Shannon, Natalie, Katie, Brad
 - ii. Motion to approve Ice Agreement Contract
 1. Motion-Ryan
 2. Second-Jeff

3. Ayes-Katie, Derek, Thomas, Brad, Natalie, Shannon
- iii. Motion for Kasey Smith for Mite Manager Coordinator
 1. Motion-Thomas
 2. Second-Shannon
 3. Ayes-Ryan, Jeff, Natalie, Derek, Brad, Katie
- iv. Motion to accept the changes to the Bylaws in relation to gambling
 1. Motion-Derek
 2. Second-Natalie
 3. Ayes-Jeff, Thomas, Katie, Brad, Shannon
 4. MISSING-Ryan vote
- v. Motion for Katie Fritche as Treasurer
 1. Motion-Natalie
 2. Second-Jeff
 3. Ayes-Derek, Shannon, Thomas
 4. MISSING-Ryan and Brad votes
- vi. Motion Colleen Haugen for mite scheduler
 1. Motion-Thomas
 2. Second-Shannon
 3. Ayes-Ryan, Katie, Natalie, Jeff, Derek, Brad
- vii. Motion James Todd for Mite coordinator
 1. Motion-Thomas
 2. Second-Shannon
 3. Ayes-Derek, Brad, Ryan, Katie, Jeff
 4. MISSING-Natalie vote
- viii. Motion to purchase 4 "mini tendy" goalie boards (\$150/each)
 1. Motion-Natalie
 2. Second-Shannon
 3. Ayes-Jeff, Derek, Thomas, Katie
 4. MISSING-Ryan vote
- ix. Motion to approve/pay Arena Ice bill for Northern Exposure \$1470.00
 1. Motion-Jeff
 2. Second-Katie
 3. Ayes-Thomas, Shannon, Ryan, Natalie, Derek, Brad
- x. Motion to approve/pay Arena Ice bill for down payment on September ice \$15,000.00
 1. Motion-Jeff
 2. Second-Thomas
 3. Ayes-Ryan, Derek, Shannon, Natalie, Brad, Katie
- xi. Motion to budget \$10,000 for non parent coaches
 1. Motion-Shannon
 2. Second-Thomas
 3. Ayes-Derek, Natalie
 4. Nay-Jeff
 5. Motion was dissolved-to be discussed during monthly in person meeting

B. Treasurer (Katie Fritche)/Asst Treasurer (Cherie Sullivan):

a. Approval of Treasurer Report – In progress - Delayed

- i. Motion-
- ii. Second-
- iii. Ayes-

C. Gambling Report (Jeff Duncan):

- a. Approval of Gambling Report & monthly projected expenses
 - i. Motion- Thomas
 - ii. Second- Brad

- iii. Ayes- Unanimous
- b. For July:
 - i. Total Rent Expense: \$27,785.18
 - ii. Total Payroll Expense: \$9,529.13
 - iii. SVBaker: \$3451.39
 - iv. Additional expense due to amending FEB through JUN 2025 tax returns and consultation calls with Joe and I.
 - v. Expenses for New Gambling Manager (\$125 for bond, \$100 for GM application to GCB, \$140 mileage to seminar (200 miles) total = \$365)
 - vi. July total net profit = \$11,901.95; 120 total pull tab games closed in the month.
 - vii. Request to preapprove expenses for September as outlined in report (approved above)
- c. Donation request for Cancer Benefit for Jill @ Jumpin' Jacks
 - i. Motion to donate \$5000 total, \$4000 for direct support (lawful gambling) & \$1000 for door prizes (CIHA accounts) – Brad
 Second – Derek
 Ayes - Unanimous
- d. Time tracking is in-process for all non-hourly employees
- e. CGMadeEasy cloud-based software is building out our instance, should be available to train and use next week. We will train on the system, entering our August data and use it to prepare a mock tax return for August. We will then decide to either file the CGME version, or the SVB version.
- f. With the Arena being one of our "Gambling sites" we have to keep a close eye on all gambling activities that could be taking place there, even if they aren't put on by our organization. For example, if the HS boosters put on an illegal raffle, it puts our site license at jeopardy.
- g. Branding – We would like to buy a t-shirts, pull over and/or a hoodie for gambling staff. When they work Bingo, we'd like them to wear some CI gear or NTS gear. I'd ask for up to \$75 per person to be approved. Vendor is unknown at this time, we could use Insight, Lettermen, or Dirty Swag Apparel.
 Motion: Ryan
 Second - Derek
 Ayes - Unanimous

D. Registrar (Natalie Nesbit):

- i. Becky Ewing is now the MN district registrar and will continue as D10 registrar as well for now.
 - 1. MUST have all skills coaches and their helpers rostered on a skill roster before their sessions at CIHA.
- ii. **Student Coaching**
 - 1. We're going to be required to audit a CEP clinic, HOWEVER they have now changed it and the associations are required to host a "training" class. They have given us a model and presentation to use and we can customize to our associations. I have to have a sign in sheet and be able to say these Students were at this training.
 - 2. SC must ALWAYS be under the supervision of a carded, screened adult rostered coach during all practices, clinics, try-outs and locker rooms.
 - 3. May not act as the head coach or assistant coach during practices or games
 - 4. May be on the bench but will count as 1 of 4 coaches on the bench.
 - 5. If HS wants to have their students get volunteer hours they are all required to fill out SC forms. D10 only allows a HS player to be on the ice 1 or 2 times TOTAL as volunteer hours without having them complete their SC requirements. I also need to be able to document who was on the ice and for how long.
 - 6. SC are required to wear neck lacerations also even while on the bench.
- iii. **Coaching Requirements**
 - 1. There is now a 6u/8u CEP level for all new coaches at the mite levels. They will be good for 5 years which is hopes to get a coach through mites, then level 1 at squirts etc.
 - 2. Coaches at level 1-3 can accumulate their CE credits for future use. However if you complete more then required ALL will be washed out when they are due.

3. If coaches have their CEP clinic expire this year, and they do not complete their CE credits they will be automatically redlined, cannot be un-redlined during 25-26 season and will be required to complete this before the following season. They are not issuing any temp cards.

iv. **Team Requirements**

1. Top team must have 14 skaters and 1 goalie. If you want anything lower you MUST have in writing from Colleen, no verbal's will be accepted. If I show up to sign off and we do not have that, it is \$3000 and must be paid immediately.
2. **Roster sizes will be limited to 5- student coaches do not count and it does not count for Tmites**
3. Max on team is 18 skaters & 2 goalies
4. \$25 fee for every change to roster after initial sign off. If there is child who has been a peer move up to be with their grade, and if the family decides they want to start to play with their age, it must go to Colleen but then that player will play on the bottom team of that level.

b. Mite Registrar:

IV. President updates (Joe Burhite):

A. Initial team declarations by 9/8/25, final declarations by 10/5/25 w/10 day adjustment period

B. VICE PRESIDENT (Jeff Duncan)

- a. Sponsorship board quote was received. 96" x 84", with 30 spots for sponsors (16.75" x 8.5") using 1" silver stand-offs
- b. Installed price is \$2513.91; we would need to take down the photo banner first. After install we could put the new photo banner up next to it. 50% is due upon signing quote.
Motion to approve – Thomas
Second – Shannon
Aye - Unanimous

V. Hockey Director and level coordinators

A. Hockey Director (Brad Boughton):

- a. Tryout procedure and tryout packets
 - i. Reviews & edits made to policy
 - ii. Discussion surrounding locks in the policy – tabled this portion for now (approved post meeting via email)
- b. Coaches tryout scrimmages
 - i. Scrimmages for some teams are scheduled, others are in works if available
- c. Practice sessions process
- d. Coaches interviews and questions
 - i. Will take place during preskates

B. Girls Coordinator (Jeff Duncan):

- a. We would like to try for a 6U team this year through NTS. It would be nice to work them into both in-house style practice schedules at SF and CI.
- b. 8U we don't have numbers yet, but expect one team.
- c. 10U – 22 currently registered (includes 3G), with 2 or 3 more expected. We can make two teams here. 10UB1 and 10UB2
- d. 12U – 17 currently registered (includes 2G), with 3-5 more expected. If we can stretch to get a couple more girls, we should be able to make two teams.
- e. 15U – 5 first year 15U players registered; 9 additional registered 2nd year players that will tryout for HS. There are also two players registered that are unlikely to play here (one to Gentry, one waived to Blaine if

she makes A team). I've been talking with HS coach, he would prefer to keep a 15U team here. We may merge the 12U and 15U together for tryouts, incase we end up waiving down 15U players if we can't make a team. Any 12U team with a 13 year old play down must participate at the 12UA level (MN Hockey VII.H.1 pg 29) unless approved by district director, VP Gold region and VP maroon region.

- f. NTS Preskate Dates/Times
 - i. Thur 9/11 u10 7:00-8:00 pm; u12 8:15-9:15 pm; u15 9:30-10:30 pm
 - ii. Fri 9/12 u10 6:00-7:00 pm; u12 7:15-8:15 pm; u15 8:30-9:30 pm
 - iii. Mon 9/15 u10 6:00-7:00 pm; u12 7:15-8:15 pm; u15 8:30-9:30 pm

C. Co-ed Coordinator (Thomas Knight):

- a. Calling all player families who have not registered yet (SQ-Bantam)
 - i. He has. Some families confirmed, some are leaving, some didn't answer.

b. Discussion about possibility of CoOP at Bantam level w/SF

- i. Motion for one year coop at BT level w/SF contingent on 2+ teams (details to be worked out) – Thomas
- ii. Second – Ryan
- iii. Aye – Jeff, Natalie, Shannon, Derek
- iv. Nay - Brad

D. Traveling Mite Coordinator (James Todd):

- a. Ter-Mite Coordinator (TBD):

VI. Program Directors

A. Ice Scheduler (Danielle Ziebarth):

- a. Met w/Joe & NTS scheduler/president to discuss upcoming scheduling. Meghan from NTS will publish to crossbar this season. There will be a shared schedule for both associations to share ice availability.

B. Equipment (TBD):

C. Goalie Coordinator (Shannon Hagen):

- a. Successful Goalie Camp w/ Jake Sibell- had 12 registered, max capacity
- b. MEGA dates confirmed and start in Sept- all goalies registered for winter season have been sent the skills session dates
- c. Mite Goalie Skills Plan: Recruited BA/PW goalies to help student coach- will invite all mite coaches to attend for carryover during practices:
 - i. So far all BA and PW goalies are interested to student coach mites with this format:
 - 1. "Learn to Play Goalie" sessions for mites scheduled either before our MEGA skills for 45 min sessions (upon availability). I have not reserved the ice yet and would like to request about 4-5 45 min ice sessions dedicated to mite players.
 - 2. All coaches, including mite coaches, will be invited to MEGA sessions on Sunday nights so they can bring back skills for that week.
 - 3. Provide practice plans and student goalie coaches for a goalie station to work into mite station based plans.
- d. Goalie equipment: Acquiring goalie equipment in return for \$2000 ice credit
 - i. Motion – Thomas
 - ii. Second – Jeff
 - iii. Ayes - Unanimous
- e. Goalie Skills Evaluations: Jake Sibell could be available to facilitate on ice skills-we would need to communicate time/date

- D. End of the year (TBD):
- E. Fundraising (TBD):
- F. Sponsorship (TBD)
- G. Webmaster (Natalie Nesbit):
 - a. Going well, updating pages slowly. Created LRM application
- H. Tryout coordinator:
 - a. Motion for Stephanie Weber – Natalie
 - i. Second Shannon
 - ii. Ayes – Unanimous
- I. Manager Coordinator (Amber Lage):
 - a. Could not attend tonight, but has iPad and is awaiting any updates on changes or training
 - b. Mite Manager Coordinator (Kasey Smith):
- J. Hockey Development Committee:
 - a. Updates on discussions provided via email
- K. CIHA Squirt-Bantam Tournament Scheduler (Brent Swanson):
 - a. Completed
- L. Rec League Coordinator (Matt Nesbit):
 - a. Was going to do cross ice, but then divided up the kids and the 3 upper levels numbers are odd for cross ice. We divided Pee wee/12u, squirt/10u, and mites/8u up into 4 teams, we have them rotating who they are playing with and against so it is not the same 10 kids each session. Bantam/15u we assigned kids to each coach for the first 3 sessions to see how it goes, but then will decide how to move forward.
 - b. Mites and pee wee had their first session on Monday. Went super well.
 - c. Mites was going to do cross ice, but was missing 2 kids per team so they did $\frac{3}{4}$ ice and joined teams. 4v4 no goalies.
 - d. Pee wee had a great turn out. I believe only 3 kids were missing for the first session. It went well. It was fun to watch. 2 goalies and they swapped halfway through. We will be adding a 3rd goalie to the mix in sept.
 - e. Squirt & Bantam tonight- we had 1 squirt goalie and now 2 more have signed up.
 - f. Bantams has 2 goalies.
- M. Recruitment Coordinator (Shannon Hagen):
 - a. LTS Fall session coming up- 48 registered through us as of 8/25/25 and 15 through community Ed=63
 - b. Volunteer list is out for coaches/student helpers-please forward to anyone interested
 - c. Cambridge Customer Appreciation days scheduled after LTS is completed and the night before THFF (Sept 12). We will not plan to do the event this year
 - d. THFF Sept 13 10-11am. I have had some inquiries about trying out goalie on this date. If there is enough interest, may set up a learn to try goalie station at this THFF session
 - i. 12 are registered-please help spread the word!

- ii. Just posted signs at the rink/on social media
- iii. Will email and at check in/out of LTS have educated about THFF
- iv. Will have tablets at fall LTS to help skaters register for THFF and winter season

N. Jersey/Apparel Manager (Andrea Wotachek):

O. Grant Writer:

- a. \$500 Gear Up Grant awarded via DICKS

Meeting closed @ 10:13 PM to discuss financial assistance applications. Opened at 10:45 PM

Next Meeting Topics:

Motion to adjourn: Ryan

Second: Thomas

Aye – Unanimous @ 11:19 PM