

Centennial Youth Hockey Association

Board Meeting Minutes



Date: Wednesday, Jul 22, 2026

Location:

Circle Pines City Hall
200 Civic Heights Circle
Circle Pines, MN 55014

CYHA Monthly Board Meeting Minutes

Board Member Roll Call (**P**resent / **A**bsent / **L**ate / **E**xcused)

President	Tom Schoolmeesters	P		IT	Nick Skoy	A
VP Hockey	Ryan Cardinal	P		Tryout Director	Erik Rakow	P
VP Admin	Noelle Valberg	P		Goalie Director	Rob Kelly	P
Secretary	Kristy Swenby	P		Volunteer Director	Kaylee Wissink	P
Mite Director	Nathan Hall	P		Fundraising Director	Kelly Green	P
Boys Director	Logan Nugent	A		Tournament Director		
Girls Director	Tim Mortenson	P		Spring Lake Park Girls Director	Luke Matusovic	A
Treasurer	Katie Sundseth	P				

Coordinators

Coordinator	Name	Attend Y/N
Scheduler(s)	Mark / Peter	Y
Registrar	Deb Matko	Y
Picture Coordinator	Brian Prunty	N
Sponsorship Coordinator	Matt Beady	N
Recruiting/Retention		N
S.K.A.T.E. Coordinator	Tiffany Lewis	N
Junior Gold Coordinator	Paul Ledin	N
U8 Coordinator	Tim Mortenson	Y
Golf Coordinator	Chris Weinhold	N
Jersey Coordinator	Ashley Grove	N
Communications Coordinator	Carrie Jones	Y

Centennial Youth Hockey Association Board Meeting Minutes



All Board Meeting

Meeting called at 6:31pm by Tom Schoolmeesters

Secretary Report

Kristy

- Approve last month's board meeting minutes – Kaylee motioned to approve, Nathan second the motion

Treasury /Accounting Report

Tom | Katie

- Reviewed the finances for last month
- Waiting for tournament checks to clear
- Discussed how we want to move forward with some outstanding payments from 2025
- Katie to create a discount code spreadsheet so we can track all codes

CYHA - Month End - Treasury Summary - QB		
Jun-26		
Beginning Balance	\$ (59,879.19)	6/1/2026
Deposits	\$ 59,254.08	
Disbursements	\$ (85,179.69)	
Ending Balance	\$ (85,804.80)	6/30/2026

Business Development Committee Updates

A. BDC Updates

Noelle

Registration

- Registration is kicked off in Crossbar!
 - Plan to send a reminder communication, dynamic fundraising details
 - Kristy to follow-up Image Printing on yard signs
 - Decision to extend registration to 8/17 date
- Crossbar has been setup but Noelle working with Deb on the website nuances
- Working through challenges with the upload of the membership
- Board member registration
 - Need to register as a board meeting with a USA Hockey Volunteer ID. Register with personal email.
- Need to audit and ensure players selected the right inputs for the Arena Fee and the Dynamic Fundraising card eligibility. Deb is auditing daily but we will need to clean up following registration.
- Deb will take lead on the rostering once finalized
- Decision to extend registration to August 17th to give families more time to register

Upcoming Communication Needs

- Dynamic Funding Communication
- Registration reminder

Centennial Youth Hockey Association

Board Meeting Minutes



- Social Media Posts about registration
- Registration flyers
- Registration yard signs
- Registration discrepancy follow-ups

Kickoff Meeting

- We do not need to have check hand-in given Crossbar changes
- Discussed if we wanted to have a parent open house – info night, fundraising, apparel, social media form
 - Proposed dates are: 8/13 and 8/18
 - Noelle to follow-up with Trappers on availability

Fundraising

Noelle/Kelly

- Kelly is in contact with Dynamic Fundraising with the goal is to send the communication within the next week
- Recommendation to do the Gertens and the Heggies this year as well
- The goal is to have additional communication for the fundraising activities so people have more time to prepare

Executive Meeting Notes

- Reviewed the executive meeting minutes from earlier – Confirmed the sponsorship setup
- Roster signing will be earlier this year
 - 10/31 for traveling teams
 - 11/21 for Mites

President Updates

- Net size is changing for all Squirts and 10U
- Mouth guard requirements are changing
- Explore Try Hockey for Free on Feb 27th partnering with the USA Hockey
- Minnesota Hockey has a golf event
- Declarations
- Microsoft payment
- All board meetings need to register as volunteers with USA Hockey and with CYHA
- Safe Sport

Hockey Development Meeting

- Recommending changes to the Mites program continuing to progress
- Between the Pines sent updated contract information to review; team will follow-up with a separate meeting
- Plans to continue development opportunities with on ice and off ice
- Will Francis on a hockey development role and the cover the pre-skate facilitation; need to finalize logistics
- Goalie – no updates

Centennial Youth Hockey Association

Board Meeting Minutes



- Need to finalize development contract for Will – Tom, Tim, Ryan and Logan to regroup

Coordinator Report Outs

- | | |
|---|--------------------|
| - Registrar | Deb Matko |
| o Ice time not for Junior Gold | |
| - Scheduler(s) | Mark Paul |
| o Have ice slots and coverage | |
| o Scheduling game slots in progress | |
| - Communications Coordinator | Carrie Jones |
| o Introduction | |
| o Carrie working on flyers, registration follow-ups | |
| - Sponsorship Coordinator | Matt Beatty |
| - Recruiting/Retention | Tom Schoolmeesters |
| - Golf Coordinator | Chris Weinhold |
| o Reviewed the profit and loss for golf tourney | |
| - Girls Director | Tim Mortenson |
| o 4-year agreement signed | |
| o Sublimated jerseys are 8 weeks | |
| o Evaluating parent and non-parent coaching | |
| - Boys Director | Logan Nugent |
| - Mite Director | Nathan |
| o Considering getting jersey sponsors to offset costs | |
| o Nathan following up | |
| o Need to get team Genius setup for Mites | |
| - Goalie Director | Rob Kelly |
| - Fundraising Director | Kelly Green |
| - Tryout Director | Erik Rakow |
| - Tournament Director | N/A |
| - Volunteer Director | Kaylee Wissink |
| - Fundraising Director | Kelly Green |

Meeting adjourned at 9:13pm, Nathan motion, Rob seconded