

Cambridge Isanti Hockey Association

Board Meeting Agenda

September 24, 2025

Attendance:

☒ Joe Burhite	☒ Natalie Nesbit	☒ Derek Anderson	☒ Katie Fritche
☒ Thomas Knight	☒ Jeff Duncan	☒ Brad Boughton	☒ Ryan Thunstrom
☒ Shannon Hagen			

Next Meeting: October 22, 2025

Called to order: 7:02pm

- a. Approval of Purposed agenda
 - i. Motion-Brad
 - ii. Second-Derek
 - iii. Ayes-Jeff, Shannon, Thomas, Ryan, Natalie, Katie

I. Guests:

Tyler Schaaf-observer

II. New Business

Photo Day

Motion to approve Katie Fritche to set up Hockey Photo Day

Motion: Thomas

Second: Derek

Ayes-ALL

Old Business

III. Monthly Reports

A. Secretary and Communications (Katie Fritche)

- a. Approval of last month's Meeting Minutes-
 - i. Motion-Thomas
 - ii. Second-Katie
 - iii. Ayes-Derek, Brad, Jeff, Ryan, Shannon, Natalie
- b. Recording of votes since last regular meeting
 - i. Motion to accept the new tryout policy
 - 1. Motion-Thomas
 - 2. Second-Jeff
 - 3. Ayes-Derek, Shannon, Ryan, Natalie, Katie
 - 4. Nay-Brad
 - ii. Motion to approve Bantam Co-OP agreement (w/St Francis)
 - 1. Motion-Thomas
 - 2. Second-Shannon
 - 3. Ayes-Ryan, Natalie, Jeff, Katie, Brad, Derek
 - iii. Motion to approve \$800 for new helmet purchase for THFF
 - 1. Motion-Derek

- 2. Second-Jeff
- 3. Ayes-Thomas, Katie, Natalie, Ryan, Shannon, Brad
- iv. Motion to Deny player move up to Squirts
 - 1. Motion-Jeff
 - 2. Second-Derek
 - 3. Ayes-Ryan, Thomas, Brad, Shannon, Natalie
 - 4. Nay-Katie
- v. Motion to approve remaining MEGA balance of \$750
 - 1. Motion-Jeff
 - 2. Second-Shannon
 - 3. Ayes-Natalie, Thomas, Katie, Derek, Ryan
- vi. Motion to pay Steven Baker LTD invoice of \$2301.00
 - 1. Motion-Thomas
 - 2. Second-Jeff
 - 3. Ayes-Ryan, Derek, Shannon, Katie

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

- a. Working on Reimbursement Request Form
- b. Approval of 07/2025 Treasurer Report
 - i. Motion-Thomas
 - ii. Second-Katie
 - iii. Ayes-Derek, Brad, Thomas, Jeff,
- c. Approval of Treasurer Report
 - i. Motion-Derek
 - ii. Second-Ryan
 - iii. Ayes-ALL

C. Gambling Report (Jeff Duncan):

- a. For August:
 - i. Total Rent: \$19,310.08
 - ii. Total Comp & Payroll Taxes: \$10,510.20
 - iii. SVBaker: \$3451.39
 - iv. July total net profit = \$26,661.02; 141 total pull tab games closed in the month.
 - v. Request to preapprove expenses for September as outlined in report.
- b. For July
 - i. Total Rent Expense: \$16213.73
 - ii. Total Payroll Expense: \$13103.16
 - iii. SVBaker: \$3451.39
 - iv. August total net profit = \$26661.01; 141 total pull tab games closed in the month
 - v. Request to preapprove expenses for September as outlined in report
- c. Workman's Comp Penalty
 - i. Received order from MN dept. of Labor, there was no Workman's Comp insurance in effect from 3/21/2023-7/29/2024. Confirmed with insurance broker
 - ii. There is a fine for \$4699 that association is required to pay, this will have to come from the General Fund, not the gambling funds
 - 1. Motion to pay \$4699 penalty
 - a. Motion: Katie
 - b. Second: Thomas
 - c. Ayes: Ryan, Natalie, Jeff, Brad, Derek, Shannon
- d. Cancer Benefit for Jill @ Jumpin' Jacks is on track for October 12th from 1-5pm.
- e. Time tracking is in-process for all non-hourly employees
- f. CGMadeEasy cloud-based software was used to create the August tax return, with all data and reconciliations completed in the system similar to what SVB does. SVB completed their work in parallel so we could compare the returns. They ended up filing, as part of their normal process. Comparing the

returns, there were only two slight differences due to catching errors in the game audits. We will end of filing an amended return, as the data in CGME was correct and SVB was not sent the correct return data.

- g. Transition with information and activity with the prior gambling manager is about 95% complete.
- h. Approval of Gambling Report
 - i. Motion-Thomas
 - ii. Second-Derek
 - iii. Ayes-Jeff, Brad, Ryan. Shannon, Natalie, Katie

D. Registrar (Natalie Nesbit):

- a. Working on entering CI into NTS site
- b. Mite Registrar:

IV. President updates (Joe Burhite):

- a. District 10 Team Declarations
- b. Center Ice Player Gathering-D10 update

A. Vice President (Jeff Duncan)

- a. D10 Director – Minimum team size for leagues with 1hr game times were reduced to 13 skaters for the top team. Anything less requires D10 Director's approval.
- b. Mite Director – 7 full ice games this year, none prior to 1/15/2026. Final Mite Declarations are due 10/18/25. Be sure to get D10 approval to leave D10 for jamboree, if you are hosting a jamboree make sure traveling association have their District Director's approval. 11/12 will be scheduling meeting for Mites.
- c. D10 Registrar – Board Rosters are due by 9/30/25
- d. Manager's meetings are on the D10 Activity Schedule
- e. Supv Officials (now Tom Nergard) – Coaches Meetings are on the D10 Activity Schedule. There will be a Sign Up link sent out, class sizes will max out around 60. If you are not signed up, they won't let you attend the session. Officials won't take any more crap from players or coaches, sounds like Tom N is directing them to address it quicker in games to put an end to it.

V. Hockey Director and level coordinators

A. Hockey Director (Brad Boughton):

- a. Interviews for coaches are completed on the NTS side
- b. Continuing to Interview for CI
- c. Working on clock situation
- d. Suggesting 2 adults on bench for each level to assure accuracy of numbers and positions
- e. Confirmation for Judges and Scrimmages for pool play

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. 10U – 10UB1 (11 skaters, 2 goalies) and 10UB2 (11 skaters, 1 goalie)
- c. 12U – 12UB1 (10 skaters, 1 goalie) and 12UB2 (10 skaters, 1 goalie) B2 numbers include two second year 10U players that we moved up.
- d. 15U – No changes, waiting for HS tryouts end of October.
- e. Miska @ EBIA 10/6 through 1/5, every other Monday.
- f. MEGA @ EBIA Sundays 10/5, 10/12, 10/19, 11/2, 11/16, 11/23, 11/30, 12/14, 1/11, 1/25
- g. MEGA @ CI 9/14, 9/21, 10/5, 10/12, 10/26, 11/2, 11/9, 11/16, 12/7, 12/14

C. Co-ed Coordinator (Thomas Knight):

- a. Discuss tryout schedule/cross ice format

- b. Discussion on non-parent coach reimbursement
 - i. Amount to be split between SF and CI, ci suggesting \$2000 total
- c. Revision to tryout policy for Bantam Co-OP regarding Goalies and MEGA judging
- d. Player injury and unable to attend tryouts

D. Traveling Mite Coordinator (James Todd):

- a. Contacting all travel mites/terminals from previous year
- b. Request for 2026 Mite Jamboree to be built and opened
 - i. Working on sign up spreadsheet
 - ii. Collaborating on amount of teams per level

c. Ter-Mite Coordinator (TBD):

VI. Program Directors

A. Ice Scheduler (Danielle Ziebarth):

- a. Schedules created up to October 26th
- b. Colleen is contact person for Mite schedules
- c. Need black out dates by October 12th.

B. Equipment (TBD):

- a. 5 helmets brought

C. Goalie Coordinator (Shannon Hagen):

- a. Great turn out at first two goalie clinics (2/10 completed)
- b. Coaches goalie clinic October 5: 4:30-5:30 classroom, 5:45-6:45 clinic on ice. Coaches who have updated credentials can join on ice. Dinner will be served! I'll send out invites asap.
- c. Finalizing goalie tryout policy for Bantam co op (5 goalies for two teams)
- d. Will update MEGA connected coaching fees (\$75) and request new invoice after teams are finalized. Will add our NTS goalie to final numbers

D. End of the year (TBD):

E. Fundraising (TBD):

F. Sponsorship (TBD)

G. Webmaster (Natalie Nesbit):

H. Tryout coordinator (Stephanie Weber):

- a. Will be at arena for mock tryout

I. Manager Coordinator (Amber Lage):

- a. Mite Manager Coordinator (Kasey Smith):

J. Hockey Development Committee:

- a. HTT meeting via Zoom
 - i. HTT Talking about onboarding for members (HTT communicating directly with members)
 - ii. Looking at development of leadership/coaches
 - iii. HTT player development plan discussion
 - iv. Including HDC in summit calls for discussions

K. CIHA Squirt-Bantam Tournament Scheduler (Brent Swanson):

- a. Completed

L. Rec League Coordinator (Matt Nesbit):

- a. Went well, good turn out

M. Recruitment Coordinator (Shannon Hagen):

- a. 25 registered THFF on Sept 13 (one goalie)
- b. LTS numbers: Fall 75, summer 46
- c. Lisa Hendrickson helped with LTS and THFF and wants to join Recruitment committee

N. Jersey/Apparel Manager (Andrea Wotachek):

- a. Working on submitting jerseys (4 week turn around)
- b. Working with Letterman's for Apparel and with Insight

O. Grant Writer:

Next Meeting Topics:

Motion to adjourn: 1204 Brad

Second: Ryan