

Cambridge Isanti Hockey Association

Board Meeting Minutes

October 16, 2024

Attendance:

| | | | |
|---|---|--|---|
| <input checked="" type="checkbox"/> Joe Burhite | <input type="checkbox"/> Natalie Nesbit | <input checked="" type="checkbox"/> Kelli Klossner | <input checked="" type="checkbox"/> Cassie Kujawa |
| <input checked="" type="checkbox"/> Thomas Knight | <input checked="" type="checkbox"/> Jeff Duncan | <input checked="" type="checkbox"/> Tyler Schaff | <input checked="" type="checkbox"/> Chris Hepp |
| <input checked="" type="checkbox"/> Shannon Hagen | | | |

Next Meeting: November 20, 2024

Called to order: 7:12

I. Guests:

- A. Christopher Kram, President – Bluejacket Robotics Booster Club
 - a. Andrew Dobda, Stacy Kram, Daryl Kram, Zack Stilson, Tricia Stilson
 - b. They discussed their annual budget and other fundraising/donations they are seeking.
 - c. Motion by Thomas: Donate \$1000 once gambling funds become available
 - i. Second: Tyler
 - ii. Aye: Kelli, Cassie, Shannon, Jeff, Chris
- B. Amber Lage – Manager Coordinator

II. New Business

- A. Northstar Advocacy Gala request for donation
 - a. Motion from Jeff: Donate \$1000 once gambling funds become available
 - i. Second: Thomas
 - ii. Aye: Kelli, Chris, Tyler, Cassie, Shannon

III. Old Business

- A. Jeff attended MHCA seminar last weekend in Mankato. This was the first time it was open to youth associations and was very useful.

IV. Monthly Reports

- A. Secretary (Kelli Klossner)
 - a. Recording of votes since last regular meeting
 - i. Motion to approve tryout schedule formats- Motion by Jeff
 - 1. Second: Kelli
 - 2. Aye: Tyler, Cassie, Shannon, Thomas
 - ii. September 29, 2024
 - 1. Motion-Approve Bantam pools- Kelli
 - a. Second-Tyler
 - b. Ayes-Jeff, Natalie, Cassie, Shannon, Chris, Thomas
 - 2. Motion-Approve Peewee pools- Thomas
 - a. Second-Chris
 - b. Ayes-Kelli, Jeff, Shannon, Natalie, Tyler, Cassie
 - 3. Motion-Jeff motioned Tyler be the head coach for the top squirt team
 - a. Second-Cassie
 - b. Ayes-Shannon, Natalie, Thomas, Chris, Kelli
 - c. Abstain- Tyler
 - 4. Motion-Jeff- motion to approve squirt pools

- a. Second-Cassie
 - b. Ayes-Kelli, Natalie, Shannon, Tyler, Chris, Thomas
- b. Recording of votes following the start of pool play
 - i. Motion- Jeff- motion to approve Mark Townswick as head coach of Bantam Team 1
 - 1. Second- Thomas
 - 2. Ayes- Natalie, Tyler, Kelli, Cassie, Shannon, Chris
 - ii. Motion- Jeff- motion to approve Bantam teams and Squirt Team 1
 - 1. Second- Kelli
 - 2. Ayes- Thomas, Chris, Tyler, Natalie, Cassie
- c. October 1, 2024 – meet at 9:30 pm and adjourn by motion of Tyler at 12:03 am
 - i. Motion to assign Dustin Lane HC for Top PeeWee team- motion by Tyler
 - 1. Second: Thomas
 - 2. Aye: Shannon, Chris
 - 3. Nay: Jeff, Kelli, Natalie
 - 4. Passes- Cassie not present for vote
 - ii. Motion to adopt coach's recommendation for top PeeWee Team- Kelli
 - 1. Second: Natalie
 - 2. Aye: Shannon, Jeff, Tyler
 - 3. Nay: Thomas, Chris
 - 4. Passes- Cassie not present for vote
 - iii. At 11:30, the Board entered into a closed session to discuss a confidential matter regarding a coaching issue. After discussion, the board voted to take appropriate action in accordance with the organization's policies.
 - 1. A motion was made and seconded. The motion passed by a majority vote.
 - 2. Reopened at 11:51
- d. Motion for Jeff Duncan to coach PeeWee C: Tyler
 - i. Second: Kelli
 - ii. Aye: Thomas, Shannon, Cassie, Chris, Natalie
- e. Motion for Nick Giraud to HC the second bantam team- motion by Kelli
 - i. Second: Shannon
 - ii. Aye: Cassie, Tyler, Jeff, Thomas, Natalie
- f. October 6, 2024: Meet at 12:20 pm
 - i. Motion: Thomas motion for middle squirt team
 - 1. Second: Jeff
 - 2. Aye: Kelli, Shannon, Cassie, Natalie, Chris
 - 3. Not present: Tyler
 - ii. Motion: Thomas motion for Matt Nesbit to be HC for middle squirt team
 - 1. Second: Chris
 - 2. Aye: Jeff, Cassie, Kelli, Thomas, Natalie, Shannon
 - iii. Motion: Jeff moves A with 11, B with 13, 3 evenly split C teams for mites
 - 1. Second: Shannon
 - 2. Ayes: Thomas, Cassie, Natalie
 - 3. Nay: Kelli
 - iv. Motion to close at 1:13 by Thomas, Second by Cassie
- g. Motion to pay Insight for CI/NTS (invoice 17794) game jerseys- motion by Thomas
 - i. Second: Cassie
 - ii. Aye: Jeff, Tyler, Chris, Kelli, Shannon
- h. Motion to pay Insight (invoice 17788) for in house mite jerseys- motion by Tyler
 - i. Second: Kelli
 - ii. Aye: Chris, Jeff, Cassie, Thomas, Shannon,
- i. Motion to pay Insight (invoice 17787) for Jerseys/Socks- motion by Kelli
 - i. Second: Tyler
 - ii. Aye: Thomas, Chris, Jeff, Cassie, Shannon
- j. Motion to pay Insight (invoice 17781) for Jerseys- motion by Tyler

- i. Second: Kelli
 - ii. Aye: Chris, Jeff, Shannon, Natalie, Thomas, Cassie
- k. Motion to pay Insight (Invoice 17782) for NTS jerseys- motion by Tyler
 - i. Second: Kelli
 - ii. Aye: Chris, Jeff, Thomas, Shannon, Natalie, Cassie
- l. Motion to approve the mite coaches- Motion by Kelli
 - i. Second: Tyler
 - ii. Aye: Chris, Jeff, Shannon, Natalie, Cassie
- m. Motion to approve travel mite rosters- motion by Jeff
 - i. Second: Thomas
 - ii. Aye: Kelli, Cassie, Tyler, Natalie, Chris, Shannon, Thomas
- n. Motion for Matt Shaw to HC the Squirt C team- motion by Natalie
 - i. Second: Thomas
 - ii. Aye: Tyler, Kelli, Jeff, Chris, Cassie, Shannon
- o. Approval of September Meeting Minutes-
 - i. Motion- Jeff
 - ii. Second- Thomas
 - iii. Ayes-Kelli, Chris, Tyler, Cassie, Shannon

B. Treasurer (Cherie Sullivan):

- a. Working on the last few people who need to make payments.
- b. Placed Pure Hockey order
- c. Approval of Treasurer Report
 - i. Motion- Thomas
 - ii. Second- Kelli
 - iii. Ayes-Cassie, Chris, Tyler, Shannon
- d. Motion to pay arena bills: September 2024 space rental, October 2024 space rental and October 2024 ice
 - i. Motion- Kelli
 - ii. Second- Thomas
 - iii. Aye: Tyler, Cassie, Shannon, Chris

C. Gambling Report (Donna Gibb):

- a. Approval for Gambling report- not ready
 - i. Motion-
 - ii. Second-
 - iii. Ayes-

D. Registrar (Natalie Nesbit):

- a. She will have rosters submitted by end of the day 10/15/24.
- b. Working on coaching registrations. Not rostering locker room monitors, but will keep an internal roster for all monitors.
- c. Registration for 10U and below open until after LTS/THFF in case there is interest at those levels.
- d. She is sending over coaching and skater information to NB as they are responsible for rostering this year. Hoping to have it gathered by meeting.
- e. Mite Registrar:

V. President updates (Joe Burhite):

- A.** Tryouts went well. Internet and Ipads worked well. Nick did a great job. Everyone was here and shared responsibilities.
- B.** There were some concerns about the tryout judges.
- C.** Confidentiality- we need to maintain confidentiality about score/placements.
- D.** D10 meeting:

- a. We have until 10/17 to make any changes to team levels. 1 Squirt, 1 PeeWee and 1 Mite need to be finalized.
- b. Holding to the new rule that managers cannot be spouses of ANY coach.
- c. Gamesheet codes have been sent out. These need to be utilized for any scrimmages, so rosters w/ numbers need to be entered.

E. Other:

- a. Have an appointment with the non-profit attorney regards to our bylaws/constitution as well as looking over the notice provided by the arena. First available date was 10/28.
- b. Purchased an online version of Roberts Rules of Order for the board to utilize when needed.
- c. Worked with SE rep to get dubs added for free to the NTS website.
- d. Updated cc info on file for the NTS website.
- e. Asked Jeff to f/u with the arena to see if they would work with us on making copies of the locker room keys so we could hang a lockbox similar to what they do in EB. Give the codes to coaches and managers, who would need to be accountable for kids being monitored in LRs.

VI. VP Update (Jeff Duncan):

- A. Followed up with the arena regarding locker room keys and a lock box- they are going to look into it and let us know
- B. Followed up with the arena regarding the description on the last three invoices, and the invoice date vs print date- no response as of date of update
- C. Talked to arena about fixing the restrooms

VII. Hockey Director and level coordinators

A. Hockey Director (Tyler Schaff):

- a. All teams have HC and assistants assigned
- b. Jonathan Westberg is non-parent assisting the Bantam B2 team
- c. Evan Meyer is non-parent assisting PeeWee B1
- d. Hockey Committee Information- sending to current coaches to determine interest
- e. Coaches meeting budget
 - i. Thomas- Motion for \$1000
 - ii. Second- Cassie
 - iii. Aye- Chris, Thomas, Shannon, Tyler
- f. We can do a drawing for Wild tickets for coaches participation at meetings

B. Girls Coordinator (Jeff Duncan):

- a. NTS teams are all formed and have taken the ice. Each of the teams (U10, U12, U15) are large but not enough players to make two teams at a given level. If the coed girls moved, we would end up having this problem at the pee wee level next year instead of U12.
- b. There is the potential or 2-4 new 9 year old players that could join either squirt C or U10s.

C. Co-ed Coordinator (Chris Hepp):

- a. He has an approved permit for the gym at Isanti Intermediate School from 5-9 on Wednesday, November 6 and the Media Center from 6-9 on Thursday, November 7. These will serve as the venues for the team building with Topher. The school does require proof of a form of liability coverage. He will reach out to the USA Hockey District Risk Manager to f/u regarding liability.
- b. He is going hold the coach collaboration at Pizza Pub.
 - i. Budget for coaches collaboration with HTT- Motion for \$600
 - 1. Motion: Thomas
 - 2. Second: Jeff
 - 3. Aye: Shannon, Tyler, Chris, Cassie, Kelli
- c. Could potentially hold other meetings or informational sessions while Topher is in. We want to meet as a board at all to discuss anything on the leadership front.

- d. Would like to get out the questionnaire about interest in the hockey development committee and hold an initial brainstorming meeting while Topher is here.

D. Traveling Mite Coordinator (Thomas Knight):

- a. Teams are all rostered. Will be working on booking the mite jamborees this week/weekend.
- b. 8U has requested to do a jamboree in Fergus Falls- he reached out to D10 to see if that is ok
- c. Does the board want to do any away tournaments for Mite teams A or B- yes
- d. Our jamboree is going to be 2/14/25-2/16/25

e. Ter-Mite Coordinator:

VIII. Program Directors

A. Ice Scheduler (Danielle Ziebarth):

- a. October's schedule is finished. Schedules may change as teams add scrimmages.
- b. D10 is scheduling all games this year. She turned in game blocks already, so we are unable to block off any new dates. D10 will give the same schedule back to us on October 20. We have until October 22 to review the game schedule and make adjustments or schedule the games they weren't able to schedule. She usually gets back about 7 games to schedule on her own. She tries her best to move any games that are terrible times, but it doesn't always get approved. The hosting ice scheduler has to agree to move the game and then D10 also has to agree to the move. After the 22nd D10 will review everyone's schedules and make sure they have enough refs for each day. We cannot release the schedule until D10 gives us the ok.
- c. Mites will be scheduled in November. Last she heard D10 will schedule 4 games and we are responsible to schedule the rest.
- d. We are having a ton of practices right now. We have the ice and we need to use it. There will be 4 weeks in December and January where we only have 2 days of weekday ice- mostly Monday and Friday. Monday will be reserved for anyone going into a tournament that coming weekend for those weeks. Clearly this will be an issue- hopefully we can use some outdoor ice and schedule away games during these weeks. There will be coach complaints during this time. Maybe in the future we could just have Miska skills on Sunday evenings in December and January?
- e. Last year she became the primary girls' scheduler, which comes with its own problems. She has to wait for the SF scheduler to give her ice slots, so she can enter those in Avario before she can create the ice schedule for Isanti ice. Last year a handful of times she created the Isanti ice schedule before she received the EB ice and it's problematic. People notice immediately if the practice schedule is changed and it's easier to hold off releasing the schedule v making changes later. If she makes a change for the current week, she will send the manager or coach a text letting them know.
- f. She has learned that weekly ice touches are not always going to hit the mark, but she does watch the touches/hours monthly. She can provide that to the board if wanted.

B. Equipment (Whitney Knight):

- a. She will be working on getting neck guards out to teams this week/next week.
- b. With the amount of THFF signed up/possible new players this year we may still need more gear- specifically elbow pads and helmets. Not sure the amount yet. Will send out an email this week to sign up for gear rental.
- c. The rink is going to have a few Howies neck guards on sale in the pro shop.
- d. We need more pucks again.
 - i. Motion to buy 1000 pucks- Jeff
 - 1. Second: Tyler
 - 2. Aye: Cassie, Shannon, Kelli, Thomas, Chris

C. Goalie Coordinator (Shannon Hagen):

- a. She attended the coaches' education and first session of MEGA goalie skills with NTS goalies at EB. She now has a whole library of MEGA drills/skills that she has permission to distribute to coaches/players.

She was thinking of asking each team have a goalie liaison/coach to send info to. She will then organize and send weekly drills for coaches to use in practices with their goalies.

- b. For this season, we have secured Steve Carroll for 10 Sundays, with the first Sunday, November 3, hosting a coaches' education.
- c. She plans to distribute sets of goalie equipment to each mite team as needed and update them on the goalie skills nights.
- d. She submitted the goalie equipment list to Cherie and is awaiting the arrival.

D. End of the year (Katie Fritche):

E. Fundraising (Katie Fritche): She is working on getting the list of raffle items for the gun raffle and then will get tickets printed. The coaches game is 1/8/25.

F. Sponsorship (Amber Duncan): Suggest leaving the sponsorship levels the same (\$500 and \$250). Do we need to do anything to update the Google Form so that the new sponsorships can hit the spreadsheet? We will get the information out to Amber for all the managers.

G. Communications (Kelli Klossner):

H. Webmaster (Natalie Nesbit):

I. Tryout coordinator (Nick Dobda):

J. Manager Coordinator (Amber Lage): All Squirt/U10-BantamU15 teams have managers assigned. Working on getting mite managers. Managers meeting is scheduled for next week to go over: D10 mandatory meeting, CIHA manager registration, team tournaments, jersey numbers, gamesheet invite code and training sessions, manager handbook, sponsorship information, locker room monitors. SE permissions are up to date and managers have editing access. The CIHA manager webpage has been updated.

- a. Mite Manager Coordinator ():

K. Dryland/Treadmill (Chris Hepp/Shannon Hagen):

- a. Dryland (Hepp): Plans to extend the due date for the summer bingo board to November 1. New boards will be ready that same day. He will get a communication out for distribution regarding the extension that will also include an electronic copy of the board.

L. CIHA Squirt-Bantam Tournament Scheduler (Kelli Klossner/Katie Asmussen): Can cancel Squirt A tournaments.

M. Northern Exposure Coordinator (Matt Nesbit): Matt is willing to do again next year. Survey is in the works to get feedback from those who participated.

N. Recruitment Coordinator (Shannon Hagen):

- a. LTS: 145 + registered for fall LTS. Signed up through Community Ed were 23. Great turnout first weekend.
- b. THFF: 29 are registered to date. She is distributing flyers and spreading via word of mouth. Cassie will printout THFF Halloween cards to drop off at primary schools to distribute.
- c. Still thinking about mom LTS- just trying to figure out when to schedule it.

O. Jersey/Apparel Manager (Cassie Kujawa): She is working with Letterman and waiting on artwork and the opening windows. Working with Insight on jerseys- NTS and Squirt-Bantam game and practice jerseys are all ordered.

They are finishing up the mite order. Once that is done will work with him on opening windows for apparel as well. Picture days will be November 26 and December 5. She is working with Danielle to get on the schedule.

P. Grant Writer:

Next Meeting: November 20, 2024

Motion to adjourn: 10:07 Thomas
Second: Cassie