

**BOARD OF DIRECTORS' MEETING
ST. PAUL CAPITALS HOCKEY ASSOCIATION**

JUNE MEETING MINUTES

Date: June 24, 2025

Time: 7:00pm

Location: Green Mill, 57 Hamline Ave S, Saint Paul, MN

Chair: Julie Bustos

Secretary: Justin Uran

Present: Julie Bustos, Katie Morrell, Kyle Medcraft, Justin Uran, Joe Kelly, John Wieberg, Cory Wynn, Chris Morrissette, Taylor Chorney, Kevin Dolan, Jim Runyon

Absent: Katie Roedler

Staff Present: Katie Murphy, Kelly Rand

Top Highlights

- **Fall Season Prep is Underway:** Registration opens in early July; evaluation and warm-up planning is being finalized along with updates to handbooks and coach selection processes.
- **Charitable Gambling Stays Strong:** Bingo has launched at Zamboni's, and financials were approved for May and projected for July.
- **Functional Committees Making Progress:** On-Ice is prioritizing paid coach recruitment and updated evaluation guidance; Off-Ice is enhancing recruitment efforts from now through the start of the season.
- **Governance and Finance Advancing:** Reviewed and made recommendations to the board bylaws to be reviewed, and Legacy Fund structure being developed with a \$50K investment target.

1. Call to Order & Quorum

- Meeting called to order at 7:10 PM with quorum achieved.

2. Approval of Agenda & Minutes

- *Agenda:* Motion to approve the agenda by Julie, seconded by Joe; motion approved by a voice vote.
- *May Minutes:* Motion to approve the May meeting minutes by Kevin, seconded by Kyle; motion approved by a voice vote.

3. Charitable Gambling Report – Kelly Rand

- Bingo launched new system at Zamboni's
- *Gambling Expenses*: Motion to approve actual operating expenses of \$12,099.96 for May made by Julie B. seconded by Kevin D; motion was approved by a voice vote.
- *Gambling Estimated Expenses*: Motion to approve estimated expenses of \$12,000 for July; motion made by Julie B. seconded by Kyle M; motion approved by a voice vote.
- Audit shifts nearly completed; Still looking for a couple of shifts to be covered by volunteers

4. Functional Committee Work Time

- Committees reviewed goals, expectations, and deliverables.

5. Officer Reports

- **President (Julie B.)**: Report submitted in board packet.
- **Finance (Kyle M.)**: Report submitted in the board packet.
- **Executive Director / Ice (Katie M.)**:
 - Registration will open in early July.
 - Warm-up/evaluation ice plans reviewed.
 - West St. Paul moved to Crossbar platform.
 - Ramsey ice secured; UST ice progressing.
- **Boys VP / Girls VP**: Reports submitted or included in board packet.

6. Functional Committee Share-Out

A. On-Ice

- Focus on recruiting paid coaches, especially for older levels.
- Warm-up and evaluation plans finalized.
- Handbook to be updated specifically around team size and selection process
- Working on building out a Coach KO meeting and coach selection guidelines in development – will provide an update at a future board meeting
- Evaluation process to be finalized prior to registration (by July 1).
 - Evaluator list and approach being built.
- Discussed the shooting room and recommend it being resurfaced with epoxy instead of shooting ties

B. Off-Ice

- Recruitment initiatives: referral line in registration, yard signs, Mites kickoff.
- Equipment support via United Heroes League.
- Tournaments booked; waiting on final hotel confirmations.
- Looking to fill board spots for future Golf Outings:
 - *Cormick Cup*: Aug 2
 - *Friends of Hockey*: Aug 4

C. Financial

- Legacy Fund Structure under development (\$50K total investment) – will plan on bringing a full board report at the November meeting
- Sponsorship and community engagement options will be added as dropdown selections in the registration form, allowing families to indicate interest in getting more involved throughout the year.

D. Governance

- Exploring bylaw changes:
 - Board attendance is expected at 2/3 of the board meetings throughout year
 - Dibs credit eligibility for board members who completed term requirements

7. New Business

- Proposal: Add recurring review of key association metrics to be discussed at the beginning of each meetings

8. Adjournment

- Motion to adjourn: Justin U., seconded by Kyle M. – approved.
- Meeting adjourned at 10:11 PM.