

BOARD OF DIRECTORS' MEETING
ST. PAUL CAPITALS HOCKEY ASSOCIATION
JULY MEETING MINUTES

Date: July 22, 2025

Time: 7:00pm

Location: Smorgies, Saint Paul, MN

Chair: Julie Bustos

Secretary: Justin Uran

Present: Julie Bustos, Katie Morrell, Justin Uran, Joe Kelly, John Wieberg, Cory Wynn, Chris Morrisette; Jim Runyon

Absent: Katie Roedler, Taylor Chorney, Kevin Dolan, Kyle Medcraft

Staff Present: Katie Murphy, Kelly Rand

Executive Summary

- The board reviewed financial and charitable gambling updates, approving monthly expenses and confirming continued strong audit results and site opportunities.
- Ramsey County contract was signed, locking in ice time for five years and introducing a new capital asset management fee for board allocation.
- Committees advanced planning around on-ice operations, off-ice engagement, and financial oversight, including season kickoff fundraising and capital improvement priorities.
- Governance discussions included waiver procedures, locker room guidance, and strategic outreach to expand district alignment.

1. Approval of Agenda & Minutes

- Agenda: Motion to approve by Julie, seconded by Katie R. – approved via voice vote.
- June Minutes: Approval to be completed via email vote.

2. Charitable Gambling Report (Kelly Rand)

- Groveland Tap identified as a potential future site.
- 5-star compliance rating maintained; recent audit completed with no issues.
- Zamboni's BINGO remains successful.
- June actual expenses: \$8,261.88 – motion to approve by Julie B., seconded by Jim R., passed.

- August estimated expenses: \$9,000 – motion to approve by Julie B., seconded by John W., passed.

3. Officer Reports

President (Julie B.)

- Ramsey County contract signed: 5 years, minimum 1,000 hours/year.
- New capital asset management fee due in November; finance committee to bring spending recommendations to September board meeting.
- Exploring Capitals' involvement in World Juniors with IIHF.
- Updated refund policy: First-time players may try hockey for free if notified within 30 days of registration or before Dec. 31.

Finance (Kyle M.)

- Report submitted in board packet.

Executive Director / Ice (Katie M.)

Financial Update:

- +\$100K in investment savings (Premier Bank: \$51K | US Bank: \$57K)
- \$37K owed to Drake for prior ice time
- Emphasis on improved expense tracking; no audit required this year due to 990 filing.

Ice Update:

- Ramsey County: 1,079 hours received (missing some key early weekday hours—follow-up needed).
- Drake: 261 hours secured.
- Awaiting UST confirmation.
- Team pages and tournament schedules added to Crossbar.

Boys VP / Girls VP

- Reports submitted in board packet.

4. Functional Committee Work Time

- Committees reviewed their annual goals, expectations, and deliverables.

5. Functional Committee Share-Outs

A. On-Ice

- Determined the following meeting dates and times:
 - Coaches Meeting: October 5 at 6:00 PM (2 hrs); checking on Saints' availability.
 - Managers Meeting: October 13.
 - Mites Coach/Manager Meeting: After MEA break – October 26.

B. Off-Ice

- Billboard finalizing; exploring auctioning ad space in the future (Highland, West End, West Side).
- Yard signs available; Saints yard signs coming soon.
- Try Hockey for Free: September 13 at Pleasant.
- Tournaments: Leads confirmed for Capital Cup; still seeking Mite Jamboree coordinators.
- Spirit wear options launching.
- Discussion of branded coach gear; options to be presented at August meeting for fall kickoff.

C. Financial

- Discussed need for dedicated legal/accounting support.
- **Season Kick-Off Fundraiser Approach:**
 - Date: Saturday, September 20 | Time: 6:00–10:00 PM
 - Venue: Finalizing among local options (Iron Ranger, Tiff's, Shamrocks, Groveland Tap)
 - Goal: Raise \$10,000
 - Includes \$30 registration (food, drink), auction, and community-building.
- Next meeting will finalize recommendations for capital investment in rink improvements.

D. Governance

- Waiver process confirmed with D2 – following last year's model.
- Discussion around boundaries.
- Locker room guidance will be issued this year.
- Discussion around seeking additional legal counsel.

6. New Business

- None noted.

7. Adjournment

- Motion to adjourn by Justin U., seconded by Jim R. – approved.
- Meeting adjourned at 10:20 PM