

**MARCH MINUTES  
BOARD OF DIRECTORS MEETING  
SAINT PAUL CAPITALS HOCKEY ASSOCIATION**

**Date:** March 25, 2025

**Time:** 7:00pm

**Location:** Charles M. Schulz Highland Arena, 800 Snelling Ave, Saint Paul, MN

**Chair:** Julie Bustos (S. McMahon assisted)

**Secretary:** Scott McMahon

**Present:** Julie Bustos (virtual), Taylor Chorney, Kevin Dolan, Scott McMahon, Katie Morrell, Chris Morrisette, Kyle Medcraft, Katie Roedler, Jim Runyon, Justin Uran, Casey Welch

**Absent:** Mike Vannelli,

**Staff Present:** Katie Murphy, Kelly Rand

1. **Call to Order:** The board meeting was called to order at 7:10
2. **Quorum:** Quorum was achieved at 7:10
3. **Approval of agenda**  
Motion to approve the March 25 agenda was made by K. Dolan, seconded by J. Uran.  
The agenda was approved on a voice vote.

4. **Approval of the Minutes**

Motion to approve the March 4 meeting notes was made by K. Medcraft, seconded by T. Chorney. Meeting minutes were approved on a voice vote.

5. **Charitable Gambling Report (Kelly Rand)**

Gambling financials were submitted as a part of the board packet.

February actual allowable expenses were \$11,531. Revenue was \$24,849 for February.

March was busy downtown with the State Tournament.

Motion to approve actual operating expenses of \$11,531 for February 2025; motion made by J. Bustos, seconded by K. Morell; motion was approved by a voice vote.

Motion to approve estimated expenses of \$12,000 for April; motion made by J. Bustos, seconded by K. Medcraft; motion approved by a voice vote.

## 6. **Financial Report** (Kyle Medcraft)

Finances are strong as we look to the end of the budget year. K. Medcraft is working on an ice time/touch template to help price out the ice for individual teams.

## 7. **Officers Reports**

### **A. President** (Julie Bustos)

The President's report was included as a part of the board packet.

Looking for a couple board members or others to attend the MN Hockey Association Leader Excellence Conference May 2-3.

J. Bustos provided comments about former SPCHA board member's Jeff Hitchcock's unexpected death. Motion was made to allocate \$2,500 to the Legacy of Jeff Hitchcock fund by K. Dolan, seconded by T. Chorney. Motion passed on a voice vote.

Discussions with UST for ice continue.

Work is underway for a team/staff for an appreciation party. C. Welch and K. Dolan will run point on arranging.

Discussion was held on what the big needs are for next year/season. Themes that emerged are recruitment and retention, player and coach development, and tournaments. Discussion focused on what tournaments SPCHA will host next season.

Board member recruitment and nominations continue.

Board members are supportive of the proposed board structure, so that is the framework that will be used next year. Members are reminded to complete the board position description documents.

### **B. Boys VP** (Mike Vannelli)

### **C. Girls VP** (Kevin Dolan)

Report submitted and included as a part of the board packet.

## 8. **Directors Reports**

### **A. Planning Director** (Justin Uran)

Report submitted and included in the board packet.

Working w/ K. Medcraft on developing functional budgets for board committees

**B. Hockey Development** (Taylor Chorney)

Report submitted and included in the board packet.

Discussion on end of season player evaluations. Looking to implement a more robust process next season. Discussion was had on team sizing philosophy.

**C. Ice Director** (Katie Murphy)

Report submitted and included in the board packet.

**D. D2 Representative** (Chris Morrisette)

Report submitted and included in the board packet.

Board members should identify any proposed rule changes SPCHA wants to see implemented.

**E. Concessions** (Katie Murphy)

Report submitted and included in the board packet.

Contract discussions continue with Ramsey County. Sales were down this year, but the stand opened up later this year. Looking at a new POS system for next year.

**F. Brand Experience** (Katie Roedler)

Report submitted and included in the board packet.

Discussion w/ Letterman for a spring/summer mech sale.

**G. Communications** (Julie Bustos)

Report submitted and included in the board packet.

**H. Fundraising and Sponsorships** (Jim Runyon)

Green Mill fundraising night

Meeting next week with RBC to set up the St. Paul Legacy fund account. We will discuss this more at the April meeting to determine how much to seed the fund with.

**I. Community Engagement** (Katie Morrell)

Report submitted and included in the board packet.

Update on Skate it Forward initiative.

**J. Tournaments/Safe Sport/Managers** (Scott McMahon)

**K. Mini-Mites/Mites/8U (Casey Welch)**

**9. Committee Reports**

**A. Goalie Committee (Mike Vannelli)**

Report submitted and included in the board packet.

**B. Executive Director Report (Katie Murphy)**

Report submitted and included in the board packet.

**11. New Business**

A.

**12. Old Business**

A.

- 13. Adjournment:** Motion to adjourn was made by J. Bustos and seconded by K. Medcraft.  
Motion passed on a voice vote. The board meeting adjourned at 9:29 p.m.