

## **Board Meeting Minutes**

**Date:** August 19, 2026

**Time:** 7:04 PM

**Location:** Virtual- Teams

**Called to Order By:** Ashley Courier

### **Board Members Present**

- Ashley Courier, President
  - Michael Kohn, Vice President
  - Jobana Munoz, Secretary
  - Kristy Chernick, Treasurer
  - Krista White, USA Hockey Registrar
  - Eric Manning, Coaching Director
  - Maria Grose, Youth Hockey Coordinator
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### **1. Call to Order**

Ashley Courier called the meeting to order at 7:04 PM and noted that a full board quorum was present for the first time in five years.

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### **2. Approval of Previous Meeting Minutes**

A motion was made by Ashley Courier to approve the July 21, 2026 meeting minutes. The motion was seconded by Krista White and approved unanimously.

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### **3. Leadership and Governance Updates**

- Michael Kohn was officially confirmed as Vice President.
- The board reviewed the Coaching Code of Conduct and discussed communication standards and accountability measures.
- Board members discussed the need for improved communication and coordination between coaches and team managers.

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## **4. Treasurer's Report**

### **Financial Operations**

- Kristy Chernick reported that the 2025 IRS Form 990 filing has been extended until November 15, 2026.
- The organization is working with an accountant to resolve outstanding financial matters.
- Bookkeeping responsibilities will transition internally, with QuickBooks being utilized to improve financial oversight and reduce costs.
- Bank reconciliations for 2026 are underway, with emphasis placed on monthly reconciliation requirements.

### **Financial Controls**

- Concerns were raised regarding historical financial practices, including:
  - Use of Venmo for organizational expenses.
  - Insufficient documentation of expenditures.
  - Spending conducted without adequate board oversight.
- The board discussed establishing formal financial policies, spending caps, and documentation requirements to ensure accountability and compliance.

### **Treasurer Equipment Reimbursement**

A motion was approved unanimously to reimburse Kristy Chernick \$249 for the purchase of a computer dedicated to association financial management.

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## **5. Registration and Program Updates**

- Current registration numbers:
  - 111 Travel Players
  - 57 House Players
- Registration growth is exceeding prior-year levels.

- The board discussed the possibility of establishing a cap on house program registration due to ice availability concerns.

### **Ice Scheduling**

- Ice Scheduling going well, most travel teams are all scheduled.
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## **6. Coach and Team Operations**

### **Coach Certification**

- Coach certification requirements were reviewed.
- The board discussed tracking requirements and continuing education compliance.
- Krista White presented a certification tracking spreadsheet.

### **Coaching Jackets**

- The board reviewed prior-year spending on coach jackets and current inventory needs.
  - Eric Manning will coordinate future jacket orders and inventory requirements.
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## **7. Fundraising and Sponsorships**

- Planning continues for the Welcome Back Event.
  - Sponsorship support was received for event materials, including rally towels.
  - Ashley Courier announced receipt of CAHA grant designated for Learn-to-Play programming.
  - Planning is underway for a "Chuck-a-Puck" fundraiser with the Greenville Swamp Rabbits on MLK weekend to support goalie training and coaching equipment.
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## **8. House Program and Ice Allocation**

The board discussed requests for 14U Gele players to use house ice on off weeks.

Coach Jennings is concerned with the number of house registrants. Board supports coach Jennings' concerns, Ashley to speak to Coach Gele.

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## **9. Policy Review and Approval**

### **Coaching Code of Conduct**

The board reviewed and discussed the Coaching Code of Conduct for the 2026-2027 season.

**Motion:** Ashley Courier

**Second:** Michael Kohn

**Result:** Approved unanimously

### **Social Media and Communications Policy**

The board reviewed and discussed the Social Media and Communications Policy, developed following concerns regarding coach interactions on social media.

**Motion:** Ashley Courier

**Second:** Eric Manning

**Result:** Approved unanimously

The official board email address was confirmed as: **ccyhaboard@gmail.com**

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## **10. Bylaw Amendment: Tax Return Signatures**

Board officers expressed concerns about signing tax returns for fiscal periods during which they did not serve.

### **Motion**

Ashley Courier proposed amending the bylaws to require:

The president who served during the applicable tax year, or the treasurer if the president is unavailable, shall be responsible for signing the association's tax returns regardless of current board status.

**Second:** Kristy Chernick

**Result:** Approved unanimously

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## **11. Events Committee**

The board discussed recruiting volunteers for the Events Committee and clarifying committee responsibilities. Additional recruitment efforts will take place during the Welcome Back Event.

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## 12. Additional Updates

- Columbia Cyclones will host the state's only 18U team, providing automatic eligibility for national competition.
  - Recruitment efforts continue to strengthen roster participation and program growth.
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### Action Items

| Assigned To                 | Action Item                                                  |
|-----------------------------|--------------------------------------------------------------|
| Michael Kohn                | Finalize Coaching Code of Conduct                            |
| Michael Kohn & Eric Manning | Schedule manager and coach meeting                           |
| Kristy Chernick             | Complete January-March 2026 bank reconciliations             |
| Kristy Chernick             | Obtain QuickBooks data from accountant                       |
| Kristy Chernick             | Notify referee leadership that Venmo payments are prohibited |
| Kristy Chernick             | Draft formal financial policies and controls document        |
| Krista White                | Provide rally towel receipts and supporting documentation    |
| Eric Manning                | Coordinate coach jacket order                                |
| Ashley Courier              | Notify Jennings regarding 14U house ice decision             |
| Ashley Courier              | Recruit volunteers for Events Committee                      |
| Ashley Courier              | Update approved policy documents with correct board email    |

|              |                                                      |
|--------------|------------------------------------------------------|
| Krista White | Obtain USA Hockey numbers for designated 18U coaches |
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### **Motions and Decisions Approved**

1. Approval of July 21, 2026 Meeting Minutes.
2. Prohibition of Venmo for salaries and service payments.
3. Reimbursement of Treasurer's computer purchase.
4. Approval of the Coaching Code of Conduct.
5. Adoption of the Social Media and Communications Policy.
6. Approval of bylaw amendment regarding tax return signatures.
7. Confirmation of next board meeting date.

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### **Next Meeting**

**Date:** September 22, 2026

**Time:** 7:00 PM

### **Adjournment**

The meeting concluded following final discussion and board updates. The board expressed appreciation for continued growth, participation, and volunteer support across the organization.