

CHEYENNE CAPITALS YOUTH HOCKEY ASSOCIATION

JULY 2026 MINUTES

DATE: 7/8/26 TIME: 6:00p MEETING LOCATION: Cheyenne Ice and Events Center

I. CALL TO ORDER

II. ROLL CALL

- a. Attendees include President D HANCOCK, Vice President B WHITE, Secretary J GRONSKI, Treasurer J MARRIOTT, Registrar T SCHLAGEL, Scheduler K WASHENFELDER, Scheduler J PARRISH, SafeSport Coordinator N MARRIOTT, Equipment Manager C VAUGHAN, Fundraising Chair A ESTES, Dir., of Program Development S WASHENFELDER, Coach-in-Chief J Cover
- b. QUORUM ESTABLISHED

III. AUDIENCE INTRODUCTION

- a. N Gronski, A Connally, A Bouley, J Urbanek, T Crain, N Webb, N Everett, A Lantz, J Hesser.

IV. APPROVAL OF PRIOR MEETING MINUTES

- a. June 2026 – APPROVED with no edits to names (Motion: K WASHENFELDER, 2nd C VAUGHAN; passed unanimously)

V. OPEN ISSUES (OLD BUSINESS)

- a. Coach Pay & Reimbursement Policy
 - i. Will pay non-parent head coaches Bantam age and up \$100/ game, capped at \$2,000/team. Additional funds will be available for state tournaments.
 - ii. Non-parent assistant coaches will be eligible to have mileage and hotel costs reimbursed.
 - 1. Mileage will be figured at a rink-to-rink rate and reimbursed at \$.50/mile; this can be paid in advance by requesting funds from the treasurer with adequate time
 - 2. Coaches should book within the block/at the negotiated rate to be eligible for hotel reimbursement.
 - iii. All reimbursements are due within 15 days of the end of the previous month. Receipts must be submitted to the treasurer
 - iv. J MARRIOTT requested a list of coaches for her records
 - v. J MARRIOTT moved to adopt the finance committee's recommended coach pay and reimbursement policy 2026-2027. C VAUGHAN 2nd; passed unanimously

VI. NEW BUSINESS

- a. Registration Night

- a. Registration Night is reserved at Westbys for Friday, September 4. Jerseys will be available for players to try on, we will ask coaches to attend and there may be an option for gear swap.
 - i. Some concerns were raised about this lining up with Labor Day and the timing for ordering jerseys and still getting registrations that late.
- b. As an alternative, the board opted to have a jersey try on night at the rink in coordination with dryland on Wednesday, July 29.
- c. There was ongoing discussion about the logistics of hosting a gear swap. S WASHENFELDER and J GRONSKI advocated for virtually hosting a gear swap on our facebook page; B WHITE wants to see an in-person gear swap the way other rinks do it; N MARRIOTT suggested we do both.
- d. C VAUGHAN will communicate with members about the jersey and gear swap opportunity on July 29.
- b. Expenditure Authorizations
 - a. After ongoing conversations, J GRONSKI moved to allow the treasurer to spend up to \$250 on standard expenses without board approval; T SCHLAGEL 2nd; passed unanimously
 - i. Expenses must be limited to annual expenses or standard things like website charges, background checks etc.
 - b. C VAUGHAN expects to have estimates for captain and alternate captain letters, rental skates and rental sticks at the next meeting. Wants the board to be prepared for the upcoming expense.
- c. Expense Requests
 - a. J MARRIOTT requested funds to purchase locking bank bags for cash handling. Bags are approximately \$25-30 on Amazon and we need 6. J MARRIOTT moved to spend up to \$200 on locking bank bags; C HAMMACK 2nd; approved unanimously.
 - b. Glantz Camp
 - i. Glantz has blocked our time, but we now need to commit. We're holding October 12-15 for the event. Board members expressed concern that Monday is a holiday and tournament weekend, we would like to shift dates. D HANCOCK will see if he can move it to October 13-16 or to the following week.
 - ii. J GRONSKI moved to allocate up to \$3200 for the Glantz Camp in October 2026; T SCHLAGEL 2nd; passed unanimously

VII. REPORTS

- a. President
 - a. D HANCOCK shared that WAHL needs registration numbers earlier than usual.
- b. VP
 - a. B WHITE reports that she needs background reports from all board members. T SCHLAGEL shared that she has most of the needed info and will share a report with B WHITE.
 - b. B WHITE highlighted that she has reached out to a few photographers. YSPN will be the best option for team photos, with a different photographer for action

photos. YSPN does not have a sitting fee and says they can have the whole organization done in 4 hours. They will give 15% of the sales back to CCYHA and will have a 4 week turnaround for photos to parents. She led a conversation about taking photos earlier in the season, perhaps the week before Christmas break. Board members shared potential conflicts (school programs, etc.) and asked her to coordinate a make up day.

c. Secretary

- a. J GRONSKI asked for any remaining feedback on the volunteer points system. Board members suggested allowing points for serving as a dryland assistant.

d. Treasurer

- a. J MARRIOTT reported about the recent audit. The professional found mostly some miscategorization issues, thankfully our numbers are all roughly the same. There was a \$10k difference on the end of month statements, to account for coach pay and end of season expenses.
- b. She will ask Andy to support her, especially with tracking coaches. This will allow the board to be proactive and have a back up for any unexpected transitions. Andy would be an assistant and would not have full access.
- c. J MARRIOTT asked for approval to spend \$55/hour for an accountant to help 2-3 times each month. This will not replace Tami Lantz as the CPA/taxes but would help keep things on track. The board expressed a request that we have a background check on the accountant.

e. Registrar

- a. T SCHLAGEL reports we have 55 registrations.
 - i. 17 Mites
 - ii. 9 Squirrels
 - iii. 11 Peewee
 - iv. 11 Bantam
 - v. 7 HS
 - vi. 2 Girls
- b. We need to submit our board roster.
- c. She shared that the player freeze deadline has moved from 12/31 to 2/15.
- d. She reminded the board that residency rules have changed and that all players 2009 and older must complete their SafeSport training.

f. Schedulers

- a. J PARISH and K WASHENFELDER shared that WAHA is adopting AI-assisted scheduling. They will run the first sample in August. Clubs can choose their priorities (including having certain teams travel together, an effort to miss less school or to travel further earlier in the season). WAHA will run mock schedules starting in August.

g. Coach-in-Chief

- a. J COVER reports he has been connecting with coaches to get on them to complete their SafeSport Certification.

h. Equipment Manager

- a. C VAUGHAN shared that the first jersey she ordered (%75) she was very unhappy about—it clearly looked inside out when using one side. The second jersey (\$77) has a second collar that is odd, additionally the socks and breezers don't match the colors of this jersey. She is going back to the vendor and wanted board feedback about what to do.
 - i. The board supported asking for minor adjustments to the second jersey to align it with our current colors.
 - b. C VAUGHAN also had a sample of the warmups—they are good to go as is.
- i. Fundraising Coordinators
 - a. C HAMMACK and A ESTES shared that we are confirmed for the Breeze Thru car wash 8/8-8/10 and will need kids and signs to increase visibility.
 - b. The golf tournament has 6 teams registered and they have raised \$1500 in sponsorships, if we do not see increased numbers we may need to cancel. We have to have 10 teams to break even.
 - c. They are changing vendors for the team store—it will all be online with direct delivery to decrease their management time.
 - d. There was a call for every board member to help find season sponsors. The sponsorship letter is available on the website. If you make an inquiry with a business, please tell C HAMMACK and A ESTES to avoid duplication.

VIII. MEMBER COMMENTS

- a. N GRONSKI shared a proposal for a coach code of conduct , a concussion management protocol, a prohibition of punitive practices and details about USA Hockey skills progression/ADM guidelines. D HAMMACK suggested dividing the recommendations and sending them to the appropriate committee to work through. J URBANEK shared his support of ADM guidelines to keep players on track as they age. B HAMMACK shared that it can be hard to get players to advance—that may not be related to coaching.

IX. ADJOURNED 8:00p (Motion C HAMMACK; 2nd B WHITE; passed unanimously)