



River City Youth Hockey (RCYH) – September 2026 Board Meeting Minutes

Date: September 22, 2026

Location: Green Island Ice Arena

Board Members Present

- Lucas Schwaller, President
- Regis Stief, Vice President
- Brittany Henderson, Secretary
- TJ Brooks, Treasurer
- Matt Hansen, Board Member
- Ryan Sauter, Co-Director of Hockey & Board Member
- Tony Kirchner, Board Member

Additional Attendees

- Sam Gustason
- Truett Wilson

Agenda

- Employee Agreements & Staffing
- Ice Installation & Facility Operations
- Scheduling Updates
- Registration Report
- Governance & Legal Matters
- Oktoberfest Parade
- UWL Hockey Operations
- Safety & Facility Improvements
- Season Preparation
- Pucks & Pints
- Licenses & Certifications

1. Employee Agreements & Staffing

The board reviewed and approved employee agreements for arena staff.

Employees Sam Gustason and Truett Wilson signed employee agreements, and board members executed the agreements on behalf of RCYH.

The board discussed staffing needs for the upcoming season and agreed to explore adding a third employee position at approximately ten hours per week. The intent is to provide



additional operational support while developing another individual familiar with arena operations and procedures.

The board also reviewed employee compliance requirements and confirmed that background checks for Sam and Truett must be completed by October 1.

2. Ice Installation & Facility Operations

Tony reported that volunteer needs for ice installation have been provided to Emily Frandsen. Emily is creating the volunteer sign-up and will distribute it to the association.

The board confirmed that all preparations for ice installation are in place, including Rink Tech scheduling, labor support, materials, and volunteer coordination.

The 2026-27 season is scheduled to begin on October 12.

Mite equipment handout dates were confirmed for October 27-28.

3. Dehumidification System Update

The replacement desiccant wheel is expected to arrive around October 1.

Because the unit arrived approximately two months later than originally anticipated, installation will occur during the season rather than before ice is installed. The board discussed completing the installation during a period of cold, dry weather, likely after Thanksgiving. Members agreed installation should not occur during a rainy or humid week due to operational considerations.

No further action was taken at this time.

4. Scheduling & Ice Usage Updates

The board reviewed scheduling procedures and emphasized that game schedules should be distributed to:

- Derek Robarge (Officials Scheduler)
- Amanda Witzke (Concessions Coordinator)
- Emily Frandsen (Volunteer Coordinator)

The board reviewed several upcoming facility events:

- Aquinas JV/Varsity and Holmen Avalanche will play at Green Island on December 4.
- Lucas will contact Corry regarding a 4:45 PM ice cutoff for the event.
- Figure Skating will hold its dress rehearsal on February 26.
- Lucas confirmed communication with Corry regarding the February 26 date.



Learn-to-Skate programming will continue on Sundays from 4:00 PM to 4:45 PM.

Open Skate sessions will be held Sundays from 5:00 PM to 6:45 PM. The board discussed staffing these sessions and plans to have Isla work during the Open Skate periods.

5. Registration Update

Regis provided a registration update and current numbers, which are strong.

As of September 22, RCYH had 90 registered players:

- 10 Learn-to-Skate
- 43 Mites
- 23 Squirts
- 14 PeeWees
- 10 Bantams
- 13 Coulee Region Stars participants

Registration remains open through September 30.

The board also noted that La Crosse Flames female players may cross-register with the Coulee Region Stars program.

6. Governance & Legal Matters

The board discussed the Notice of Renewal letter associated with the arena lease.

Tony agreed to deliver the letter to Kevin Roop and coordinate legal review before further action is taken.

7. Oktoberfest Parade Update

Lucas reported that the Oktoberfest parade float has been assembled and is ready for participation.

The board was encouraged by the number of volunteers and families who signed up to walk with the float.

Members reiterated that no alcohol consumption will be permitted on the float during the parade.

Additional association communication regarding the parade will be distributed, along with a registration reminder email later in the week.



8. UWL Hockey Operations

The board discussed UWL hockey activities planned for the upcoming season.

UWL games will continue to be hosted at Green Island. UWL requested permission to charge admission to games and the board approved the request, provided that UWL assumes responsibility for operating admissions.

The board also approved additional fundraising activities, including a potential 50/50 raffle. UWL will be responsible for obtaining any required raffle licensing prior to conducting fundraising activities.

The board confirmed continuation of:

- Wristbands for patrons age 21 and older.
- Two-alcoholic-beverage purchase limit per transaction.
- Dry third-period procedures.

9. Safety & Facility Improvements

The board discussed concerns regarding children entering the Zamboni area and standing near the Zamboni doors.

To improve safety and reduce the risk of injury, the board directed Tony to purchase partitions that will restrict access to the Zamboni area and prevent children from gathering near the concrete apron or Zamboni entrance.

The board emphasized that no children will be permitted in the Zamboni area during the season.

10. Pucks & Pints

The board reviewed registration numbers for the upcoming Pucks & Pints event.

As of the meeting date:

- 35 skaters were registered.
- 2 goaltenders were registered.

Members discussed the potential need for one or more portable restrooms outside the arena depending on final participation numbers.



11. Licenses & Certifications

The board reviewed compliance and licensing updates.

- RCYH raffle license number is due for renewal on November 15. TJ will complete the renewal process.
- Sam Gustason's ServSafe certification remains valid through 2027.
- Mike Witzke's ServSafe certification remains valid through 2030.
- TJ reported that the beer license has been updated and he has a copy.

Action Items

Owner	Action Item
Sam & Truett	Complete required background checks by October 1
Emily Frandsen	Finalize and distribute ice installation volunteer sign-up
Tony Benson	Deliver Notice of Renewal letter to Kevin Roop for review
Tony Benson	Purchase safety partitions for the Zamboni area
TJ Frank	Renew RCYH raffle license prior to November 15 deadline
Lucas Schwaller	Contact Corry regarding December 4 game scheduling needs
Lucas Schwaller	Continue association communications regarding Oktoberfest and registration
Board Leadership	Explore staffing and budget considerations for a third part-time employee position

Meeting Adjourned: Approximately 8:30 PM