



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

Date: June 23, 2026

Location: Zoom Meeting

Board Members Present	Guests
• Lucas Schwaller, President • Regis Stief, Vice President • TJ Brooks, Treasurer • Ryan Sauter, Co-Director of Hockey & Board Member • Brittany Henderson, Secretary • Matt Hansen, Board Member	• Courtney Lokken, Tournament Director • Kurt Skluzacek, Equipment Manager

Agenda

1. Uniforms & Equipment
2. Registration & Season Preparation
3. Finance & Administration Updates
4. Governance & Administration
5. Ice Operations & Facilities
6. Additional Items

1. Uniforms and Equipment

Girls Program Jerseys

Courtney Lokken and Kurt Skluzacek presented jersey concepts for the program. Following discussion, the board approved purchasing new jerseys for 10U, 12U, and 14U.

The board discussed registration timing and jersey ordering deadlines, agreeing that registration deadlines should be aligned with production timelines to ensure jerseys arrive before the start of the season.



2. Registration and Season Preparation

Registration Planning

The board reviewed preparations for registration and the upcoming season.

Lucas reported that work on the season information sheet is underway and that final practice schedules remain one of the last major items needed before registration can be opened. Discussion included enrollment projections and planning assumptions, including the potential need for two Squirt teams.

Equipment Distribution

Regis discussed plans for Mite equipment handouts and opportunities to improve the process for families. The board agreed that separate distribution opportunities for new skaters and returning players could help streamline equipment pickup and provide a better experience for families.

Registration Deadlines

The board discussed the importance of establishing registration deadlines that align with jersey ordering timelines while still providing flexibility for families. Regis will determine final jersey order deadlines and work backward to establish registration timelines.

3. Finance and Administration Updates

Treasurer Transition

The board discussed the upcoming transition of financial responsibilities for the 2026-2027 season.

TJ Brooks was appointed Treasurer for the upcoming season.

The board reviewed a proposal from Kendle CPA to assume bookkeeping responsibilities for the association. The expected cost is approximately \$250-\$300 per month.

The board expressed support for the transition and agreed that professional bookkeeping support will allow the Treasurer position to focus on oversight, financial reporting, budgeting, and governance rather than day-to-day bookkeeping activities.



Current transition efforts include:

- Transfer of financial records and account access
- Review of tax filings and compliance requirements
- Clarification of responsibilities between Kendle CPA and the Treasurer position
- Preparation for the upcoming fiscal year

Health Insurance Discussion

The board discussed health insurance considerations related to Sam's employment.

Lucas reported that additional information is needed regarding costs and reimbursement options. Several approaches were discussed, including the possibility of utilizing a QSEHRA arrangement.

No action was taken pending additional guidance from Kendle CPA.

4. Governance and Administration

IRS Updates

Lucas reported that the association still needs to update IRS responsible party information (8822-B) and other organizational records following previous leadership transitions. The board agreed that these updates should be completed as soon as possible.

Bylaws Review

The board discussed continued efforts to review and modernize association bylaws. Regis will dedicate time during July to compile proposed revisions and gather feedback for future board review.

SportsEngine Transition

The board reviewed progress related to the SportsEngine transition and discussed the need to complete service cancellations before the next renewal period. Matt and Regis will continue coordinating the transition effort.



Alumni Outreach

The board discussed opportunities to utilize historical SportsEngine membership data to support future alumni outreach and fundraising efforts. Regis reported that more than 500 current and former member contacts can be exported from SportsEngine to support future initiatives.

5. Ice Operations and Facilities

Extended Ice Season Discussion

The board held an extensive discussion regarding the possibility of expanding Green Island programming by installing ice earlier in October and extending operations into April and May.

Lucas noted that the association's investment in the desiccant wheel project supports the long-term goal of utilizing the facility more extensively and providing additional opportunities for players and families.

Discussion included several potential programming models, including:

- October Learn-to-Skate programming
- October Mite development opportunities
- Fall skills camps
- Spring development camps
- 3-on-3 leagues
- Community hockey programming
- Outside group rentals
- AAA and showcase programming

Season Length Considerations

Ryan Sauter and Brittany Henderson expressed concerns regarding player, coach, and parent fatigue associated with extending the traditional season.

Several board members discussed treating October and spring ice as optional development opportunities rather than simply extending the regular season. This approach would provide additional opportunities while allowing families flexibility and avoiding burnout.



The board also discussed the possibility of utilizing camp-based programming in October and spring to both increase participation opportunities and offset operating expenses.

Facility Operations

Matt Hansen emphasized the operational challenges associated with extending Green Island operations beyond the traditional season.

Discussion included:

- Daily facility oversight
- Trash removal
- Restroom maintenance
- Ice maintenance
- Building monitoring
- Ice-in and ice-out activities
- Volunteer workload
- Staffing availability

The board agreed that any extended-season plan would require clearly defined operational support and realistic expectations regarding volunteer involvement.

Tony Kirchner's role and workload were also discussed. Board members agreed it is important to avoid volunteer burnout and ensure facility responsibilities are shared appropriately.

Outside Revenue Opportunities

The board discussed the possibility of utilizing outside user groups and spring programming to offset operating costs during April and May.

Potential opportunities discussed included AAA programming, showcase teams, spring hockey organizations, camps, clinics, and community leagues.

Lucas reported that preliminary discussions indicate meaningful demand may exist, but additional information and written commitments are needed before the board can consider any final season-extension proposal.

No action was taken at this time. The board agreed that a more complete operational and financial plan should be developed for review at the July meeting.



6. Additional Updates

Over 30 Championship Night

Ryan Sauter raised questions regarding invoicing associated with the Over 30 Championship Night event. Lucas reported that invoicing for the event was missed during the bookkeeping transition process because usage information was not properly documented. Lucas will work with Heidi to obtain facility usage information and complete the invoice. Ryan will coordinate with Truett regarding ticket counts and attendance information that may assist with final billing calculations.

Next Meeting

The board agreed to hold its next board meeting on July 14, 2026, to continue discussion regarding season planning, registration readiness, and extended ice operations.

Action Items

Owner	Action Item
Lucas	Forward email exchange about agenda items to ensure nothing was missed
Regis	Block out time in July to work on bylaws updates and compile changes for feedback
Lucas	Update IRS 501(c)(3) contact information from prior leadership to current leadership
Lucas	Finalize practice schedule for season information sheet
Kurt & Courtney	Send final jersey and sock options for board review and electronic vote
Regis	Export SportsEngine membership database for alumni outreach efforts
Matt	Complete SportsEngine cancellation before next renewal period
Lucas	Obtain final health insurance cost information from Sam



Owner	Action Item
Lucas	Confirm QSEHRA or reimbursement options with Kendle CPA
Regis	Determine jersey ordering deadline and related registration timeline
Matt	Provide early notification to raffle coordinators once raffle date is finalized
Lucas	Coordinate with RinkTech regarding earlier ice installation timelines
Regis	Coordinate Mite equipment handout schedules
Lucas	Obtain written April-May ice commitments from outside user groups
Lucas	Obtain facility usage information from Heidi regarding Over 30 Championship Night
Ryan	Confirm ticket counts with Truett from Over 30 Championship Night
Lucas	Circulate updated season calendar to board members for review
Lucas	Meet with key stakeholders regarding extended-season operations and planning

Meeting Adjourned: Approximately 10:26 PM.