



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

Date: May 26, 2026

Location: Zoom Meeting

Board Members Present

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

Agenda

1. WAHA & Association Updates
2. Facility & Capital Improvements
3. Governance & Bylaws Review
4. Payroll & Staffing
5. Registration & Membership Systems
6. Financial Review
7. Investment Strategy
8. Additional Items

1. WAHA & Association Updates

WAHA Rules and Bylaws Review

Lucas provided an update on the recent WAHA rules and bylaws review meeting. The proposed rule changes and bylaw amendments discussed during the statewide review process generally aligned with feedback previously provided by RCYH board members. None of the proposals opposed by RCYH appeared likely to advance following the initial straw poll process. Lucas will continue monitoring proposed changes and will represent RCYH at the upcoming annual meeting if additional votes are required.



Community Grant Award

Lucas reported that RCYH received a \$1,000 community grant award. The funds will be applied toward association programming and equipment needs.

2. Facility & Capital Improvements

Dehumidification System Project

Lucas reported that the City Parks Board unanimously approved RCYH's request to proceed with improvements to the arena dehumidification system.

City leadership spoke positively about RCYH's partnership with the City of La Crosse and expressed strong support for the project.

Tony reported that materials associated with the desiccant wheel project have already been ordered. Installation planning is underway, with timing to be finalized once contractor schedules are confirmed.

Bathroom Renovation Planning

Tony reported that planning continues for upcoming bathroom improvements.

The project will not begin until after the start of the next season to avoid permit and operational complications during the summer months.

Ice Installation Planning

The board discussed the timeline for installing ice for the 2026-2027 season.

Tony noted that approximately five to seven days are required to prepare and install ice once the facility is available. Preliminary discussion focused on opening activities in early October and ensuring contractors are scheduled well in advance.

Lucas will continue developing the season schedule with these timelines in mind.



3. Governance & Bylaws Review

Bylaw Modernization

Regis provided an update on efforts to modernize the RCYH bylaws.

Current work includes reviewing and removing outdated language, clarifying board structure, updating standing committee references, modernizing governance requirements, and addressing disciplinary procedures.

Discussion focused on:

- Clarifying member and board responsibilities
- Parent, coach, and player discipline processes
- Social media and communications expectations
- Defining member good standing
- Maintaining board flexibility while establishing clear authority and accountability

The board agreed that a dedicated working session should be scheduled during the summer to review and finalize proposed changes before the 2026-2027 season begins.

4. Payroll & Staffing

Seasonal Payroll Review

Tony presented a review of seasonal payroll expenses.

Total payroll expense for the season was approximately \$36,000, including payroll taxes, with 1,586 total hours worked and relatively limited overtime.

The board reviewed compensation for both Sam and Truett and discussed staffing needs for the upcoming season.

Employee Compensation

The board agreed to move forward with the following compensation adjustments:

- Sam will receive a \$1 per hour raise.
- Truett will receive a \$2 per hour raise.

The board expressed appreciation for the contributions both employees make to the facility, players, and overall association operations.



Health Insurance Support

The board discussed health insurance options for Sam, who will age out of his current coverage during the upcoming season.

Following discussion, the board approved providing health insurance support from October through March. The association will cover approximately \$3,000 in premium expenses during that six-month period in addition to Sam's hourly wage increase.

Several payment structures were discussed, including direct reimbursement, payroll integration, and insurance-related deductions. Lucas will work with Kendle CPA to determine the most appropriate and compliant method.

The motion to provide insurance support and cover associated startup costs was approved unanimously.

5. Registration & Membership Systems

SportsEngine Subscription

Regis reported that the association's SportsEngine subscription is scheduled to automatically renew in August despite RCYH now utilizing Crossbar. The board agreed the subscription should be cancelled to avoid unnecessary expenses.

Before cancellation occurs, Regis will export registration records, team information, and membership data for as many years as possible to preserve historical records and future alumni outreach opportunities.

Cancelling the subscription is expected to save approximately \$600 annually.

Summer Adult League

Regis provided an update regarding summer adult league registration. Adult league programming will run at the Omni beginning in June and continuing through October. Registration activity has already exceeded expectations, and revenue is beginning to flow into association accounts. The board discussed monitoring invoices from the Omni to ensure expenses remain aligned with registrations.



6. Financial Review

Year-End Financial Summary

Jamie presented year-end financial results for the 2025-2026 season.

Highlights included:

- Program fee revenue increased approximately \$3,500 year-over-year.
- Tournament revenue increased approximately \$10,000, driven largely by state tournament activity.
- Corporate sponsorships remained strong.
- Concession and Pro Shop operations performed well overall.
- The annual cash raffle continued to provide strong fundraising results and important mid-season cash flow support.

Financial Observations

The board reviewed several areas of note, including:

- Volunteer buyout revenue
- Tournament grant income
- State tournament reimbursements
- Adult league activity
- Pro Shop inventory management
- Concession profitability
- Equipment investments
- Coaching reimbursements
- Facility operating expenses

Jamie identified several follow-up items requiring additional research, including a WAHA payment, tournament grant activity, and several year-end reconciliation questions.

Utility Meter Discrepancy

The board revisited ongoing discussions regarding a utility meter discrepancy involving the City of La Crosse. No final resolution has been reached.



Taxes and CPA Transition

Jamie reported that year-end financial records have been submitted to Kendle CPA for tax preparation. Most outstanding reconciliations and historical issues have now been resolved, and only a small number of unanswered items remain.

Lucas also provided an update on discussions with Kendle CPA regarding future bookkeeping services and expanded support for the new Treasurer starting in June of 2026.

7. Investment Strategy

Edward Jones Investment Account

Lucas provided an update regarding discussions with Corey Roupe at Edward Jones.

After accounting for planned facility improvements, capital projects, and operational reserves, the remainder should be moved into a long-term investment.

Planned expenditures include:

- Dehumidification system improvements
- Desiccant wheel installation
- Bathroom renovations
- Other facility improvement projects

Lucas reported that Edward Jones is preparing a proposed portfolio structure for board review.

Additional discussion is needed regarding:

- Investment policy requirements
- Account signatories
- Fiduciary oversight
- Governance responsibilities

No final action was taken, but the board expressed support for continuing the planning process.



8. Additional Items

Liquor License Renewal

Lucas reported that the liquor license renewal process is nearly complete. The final outstanding item is obtaining proof of completed server training from Rudy. Once submitted, the renewal package will be complete.

Pro Shop Operations

The board discussed opportunities to simplify Pro Shop operations and reduce inventory management challenges. Lucas reported that Rachel is researching vending machine solutions capable of dispensing hockey equipment and accessories. Board members discussed examples from other facilities where vending-based solutions have reduced administrative burden while improving accessibility for players and families.

Loggers Night

Brittany reminded the board about the upcoming Loggers Night event scheduled for July 30. Discussion included promotional planning, social media support, and coordination with Jessica regarding Facebook advertising and event awareness.

Facebook Promotions

The board discussed ongoing Facebook advertising and promotional efforts.

Questions remain regarding payment methods and reimbursement procedures associated with boosted posts and promotional campaigns. Additional review is needed to ensure proper processes are established moving forward.

Action Items

Owner	Action Item
Regis	Draft updated bylaws and schedule working session for board review
Lucas	Build the 2026-2027 season schedule and coordinate with tournament director
Lucas	Obtain proof of completed server training from Rudy for liquor license renewal
Tony	Coordinate contractors and ice installation planning for early October



Tony	Meet with Truett regarding next-season employment plans
Tony	Meet with Sam regarding compensation and insurance arrangements
Lucas	Contact Kendle CPA regarding insurance payment structure and payroll options
Matt	Finalize Sam's insurance arrangement before end of June
Regis	Export historical SportsEngine member and team data
Regis	Cancel SportsEngine subscription following data export
Jamie	Research WAHA host fee and tournament grant activity
Rachel	Research vending machine options for hockey equipment and supplies
Jamie	Follow up on outstanding financial review questions
Lucas	Review proposed Edward Jones portfolio structure
Lucas	Clarify fiduciary and signing requirements for investment accounts
Lucas	Coordinate promotion of July 30 Loggers Night event
Matt	Review Facebook promotion payment process and establish ongoing procedure

Meeting Adjourned: Approximately 9:12 PM.