

TCAHA Board Meeting Minutes

Monday, December 8th, 2025, at 6:30 p.m. Hampton Inn & Suites Pasco

I. Call to Order (1830 pm)

Board Members in Attendance: Matt McDaniel, Dustin Willoughby, Bruce Gradisher, Aaron Trombley, Bonnie Cannon, Gary Atherley

Absent from the board: Kurt Lukins, Derek Ellingsen, Kelley Scott

Attendance: Garrett Stephenson, Haley Hollandsworth,

*Reading of October Meeting Minutes

The motion to approve minutes by Aaron Trombley, seconded by Bonnie Cannon, and the board approved.

*Treasurer Report – Kelley Scott

Beginning Balance: \$637,060.82

Total Debits: \$ 58,893.06

Total Credits: \$69,893.06

Ending Balance: \$647,929.62

Motion Dustin Willoughby, second Aaron Trombley, all in favor

II. Report of Officers and Directors

*President – Matt McDaniel – Meeting tomorrow for lease extension with Hapo. Promising hope for ice system.

*Vice President – Bruce Gradisher –

Incident this weekend, rink b, limited details.

WE should send something to CDA thunder and Zamboni driver about the incident.

Bruce will send a letter of thank you off with Garrett's support.

*Secretary – Kurt Lukins (provided by Gary Atherley in Kurt's absence) – Items the Board has completed or approved since the last board meeting:

1. Approve \$1500 for Peter Fry on ice goalie session for association goalies on Jan 2nd. - Approved unanimously on GroupMe.
2. TCAHA Org Charts
 - Completed and being posted on the Team Manager page
3. Volunteer Rules - Team Manager Concerns with Volunteer Hours
 - Unanimous vote approved at preboard to change policy and allow up to six of the ten hours of association volunteer time to be for the home tournament (cannot be for team fundraising – self benefit).
4. Service Project
 - Unanimous approval at pre-board to support Toys for Tots toy drive this year with toy collection bins. Bonnie Cannon leading this for us. Allowed to use association communication resources (no funding required).
5. On Top Spring Hockey Request
 - Unanimously denied a request to officially support OnTop as our spring hockey partner and allow them to use our logo and name on their marketing materials.

6. Ams and TCAHA Annual Agreement
 - Completed, no more royalty fee.
7. Update GESA checking accounts with current officers
 - Completed
8. Medical Supply Restock
 - AMR / American Medical Response through Gary Atherley provided a substantial amount of first aid supplies for TCAHA to restock the first aid kits.
9. A TV was placed in the back at HAPO for film review. Teams are allowed to use it for this purpose.
10. 10U Nelson - Request for commemorative helmet sticker
 - Unanimously approved on GroupMe. Cannot exceed 1.75 inches in any dimension and to be placed at the back bottom of the helmet.
11. Worn Out Eqpt Replacement
 - Unanimously approved on GroupMe spending up to \$6734 to purchase 12 new Mite sized goals and refurbish four of them.

Other comments:

Sending out a Constitution and Bylaw change for this year that would allow Garrett / EHD the ability to approve purchases in our annual plan or those purchases outside of our annual plan for up to \$2500 per transaction. This will need to be voted on at the General Membership Meeting next month. The EHD would need to report these expenses monthly to the Treasurer and he's accountable for association financial performance. The Board could rescind this with a majority vote. The purpose is to remove some barriers and increase flexibility for him in getting things done (not having to wait on a volunteer board to approve every transaction). We understand this increases some financial risk, but we feel we've made the right hire, there's review and rescind mechanisms, and this has been slowing us down. This begins to move our board from a working board to move of an advisory board which we've discussed as a goal for this group – try to get out of the day to day operations and work longer term issues / projects.

Raffles: Our raffle license was denied by the WA State Gambling Commission a few weeks ago and I was contacted by an agent from them about our advertising on Facebook for raffles (no fine, just a warning). I was unaware, as I suspect most of us were, that advertising a raffle violates an RCW. Please cease all raffles going forward. The permit was denied this year because we no longer have 501c3 status. It had been approved in recent years while we were also in this status. Also, we cannot advertise our raffles in the future on social media when we are allowed to do them again. We do have a current liquor raffle license for alcohol pull on premises and silent auctions are fine. Rest assured, I have a very workable plan to have this fixed by next hockey season so that we can do raffles again next season in compliance with the state we just won't be able to advertise them online.

*Treasurer – Kelley Scott –

New accounts - sent information required to open the three new accounts - Girls Club, 10UB, 16U - waiting for Gesa's commercial side to get back to me on them being opened. Once opened I will transfer \$1000 to each account, like the others, as an opening balance. This balance will need to be there at the end of the season for each account. I will get cards for each of these accounts once they are open.

Expensify - Getting each account set up. Will need to have another admin on the accounts - working on that this week so they are set up for training.

CLA/Jordan Transfer - Finalizing the month and sending last transfer of QuickBooks to CLA. Everything will be exclusively through CLA, Expensify and QBO from that point on.

*Past President –Derek Ellingsen – Absent no report

*Directors:

- Aaron Trombley - Director 3 – Nothing to report
 - Bonnie Cannon - Director 4 – Order new goals, hopefully before next tournament.
 - Dustin Willoughby - Director 5 – Busy month. The Zamboni went down, acted fast on repair, Keith was able to get it moving with out incident and done pretty quick
Scheduled repair and maintenance
Training and things should be looking for.
This weekend we lost couple compressors on the rink. Many hours to get it going.
Down again will get it up soon.
Working with Hapo for a new Chiller in the long run for a good window 5-8 years no issue , working on getting approved by Wednesday.
 - Gary Atherly - Director 6 – Nothing to report.
- *Hockey Director – Garrett Stephenson –
Winter camp, combo with Goalie lab, bunch of former players doing on ice coaching.
More to follow in committee report.

III. Committee Reports (Chairperson/Board Liaison)

*Tournament Committee – Garrett Stephenson –

Rumble at the River tournament, pretty competitive, mostly smooth.

Shout out to Bonnie, Jen and Katherine. Multiple points of feedback for staff, volunteers and tournaments.

Next up Drew Hammond tournament, at capacity, will get moving. MLK weekend.

*Goalie Committee – Mike Landry – Absent. Dustin reported –

Excited to announce Pete Fry coming town, goalie mental coach, NHL work, couple donations and funds from Org for the event. Great seminar to take. Jan 2nd.

Average 24 goalies every Monday, working on growth and coaches to come shoot and learn if free Monday.

*Coaching Committee – Garrett Stephenson –

We have Christmas coaches' game this weekend Sunday, fee of toy for tots or canned food donation.

Games within the game, silent auction, Grinch and Santa might show up.

*Discipline Committee – Bruce Gradisher –

Nothing to report

*Equipment Committee – Bonnie Cannon –

Nothing to report

*Facilities Committee – Dustin Willoughby –

Nothing to report

*Finance Committee – Kelley Scott – Board Finance Liaison –

Absent, no report.

*Nominations Committee – Kurt Lukins – Provided by Gary Atherley – We have four nominated candidates for the four open positions (one each). Election is next month. I'll work with Haley and Andrea on how this is run. Nominations from the floor will still be accepted next month for other candidates.

Board meeting will be at the Hapo center, Absentee Ballot will still be available.

*Public Relations/Sponsorship Committee – Aaron Trombley –

Moving forward, working on 5-year plan, be more of a household name.

Being visible.

*Registration Committee – Haley Hollandsworth –

Started learn to play started December 2nd, 33/34 kids started.

Winter camp still opens for registration.

*Scheduling Committee – Brandy Kojis –

Absent, no report.

*Scholarship/Awards Committee - Gary Atherley –

Nothing to report

*All Team Manager Committee – Haley Hollandsworth (Associate Team Manager) –

Dates coming up for Expensify training, will be replacing a meeting.

Try hockey for free March 7th, weekend of state.

-Dev camp

Americans offered Banner spot at the rink, not charging to have it hung at arena.

*Tri-City American Board Liaison – Isaac Merkl –

Things are good, practice is moving, teams during intermission.

Opportunities, Hley is doing most of the work.

*Girls' Club – Tiffany Richardson –

Absent, no report

*Mid-Columbia Hockey Officials Association (MCHOA) –

Guest Trevor Shively reporting, Working on mentorship program, shadowing on ice

Working with scheduler Paul for smooth games.

IV. Unfinished Business

None

V. New Business

None

Checks needed for teams, if you need checks send an email to Kelley for a check.

Is anyone going to PNAHA meeting for in person checks, Garret will be attending.


Comment- Adding required one parent or guardian to register for volunteers. Then we are not looking for Volunteers, Haley will check and advise. Possible in person option for getting people registered.


Maybe during evaluations or try outs while everyone is there.

VI. Adjourn Meeting

Motion to adjourn by Aaron Trombley at 1858 pm, seconded by Dustin Willoughby and the board approves.

VII. BOD available for questions/discussions

Prepared by: , Kurt Lukins, Secretary, Board of Directors

Approved by: , Kolley Scott, Board of Directors