

TCAHA Board Meeting Minutes

Monday, August 11th, 2025, at 6:30 p.m. Hampton Inn & Suites Pasco

I. Call to Order (6:30 pm)

Board Members in Attendance: Matt McDaniel, Dustin Willoughby, Bruce Gradisher, Aaron Trombley, Kelley Scott, Jesse Garner, Kurt Lukins, *GARY AMORLEY*

Absent from the board: Derek Ellingsen *Kurt*

Attendance: Garrett Stephenson, Haley Hollandsworth, Brandy Kavis, Melanie Billingsley, Ashley Willoughby, Michelle Trombley, Andrea Owens, Erin Donica, Jennifer Mattilla, Kristin Miller. Keith Harrison, Stefanie Harrison, Bonnie Cannon, Phill Bonn

*Reading of July Meeting Minutes

The motion to approve minutes by Gary seconded by Dustin, and the board approved.

*Treasurer Report – Kelley Scott

Beginning Balance: \$382,724.00

Total Debits: \$73,269.68

Total Credits: \$30,887.07

Ending Balance: \$340,341.39

Primary costs for the month were Rink B delayed invoice paid, MCHOA delayed invoice paid and labor.

The motion to approve the Treasurer's report by Kurt, Jesse seconds and the board approved.

II. Report of Officers and Directors

*President – Matt McDaniel – Working with HWL to finalize the schedule. They committed to the schedule we presented, one potential change. Morning hours are acceptable.

Season getting ramped up, fundraising going on. New people are stepping up both volunteers and staff. I'm optimistic for the future here.

*Vice President – Bruce Gradisher – Spoke to Isaac Merkl, issues with opening and closing the team gear store. Supposed to open Sep 1 and has to close Mar 1. Concern with TC Americans agreement. Will talk at pre-board more next month.

*Secretary – Kurt Lukins – Items the Board has completed or approved since the last board meeting:

1. Use of Jr. Ams Logo on blankets fundraiser for 12U House - Approved
2. 8U/6U use of new TCAHA logo for fundraiser - Approved
3. 18U modified logo for fundraiser and team usage - Approved
4. Determine Winter Season Rates - Approved
5. Send out Registration Announcement - Approved
6. Confirm 12U Rep A new coach, Miguel Ayala - Approved
7. Discipline Committee formed for the Season - Approved
8. 10U B Coach Selection, Cam Richardson - Approved
9. Hockey Think Tank (HTT) Proposal - Approved
10. Honorary Membership for Gary Atherley - Approved

11. 18U AA Alternate Jersey - Approved
12. Request Board and Pre Board Meeting Rooms for upcoming year - Completed
13. ETP for Girls Team Uniform (non TCAHA players) - Approved
14. Girls Team Registration Costs - Approved
15. OTY Awards – Selected and approved, will defer to Gary for announcement
16. 8U / 6U want to open checking accounts like rep teams – Approved with conditions
17. Spirit Wear Store Coordinator – Bruce Gradisher - Approved
18. Approval for Season Opening Association Party / \$2.5k - Approved
19. Annual Liquor Raffle License – Applied for and received

*Treasurer – Kelley Scott – Nothing to report

*Directors:

- Aaron Trombley - Director 3 – HTT explanation of what they do.
- Jesse Garner - Director 4 – Rental gear for 24-25 season had 29 rentals, 3 were kept for 25-26 season. One new rental so far for 25-26.
- Dustin Willoughby - Director 5 – Nothing to report
- Gary Atherly - Director 6 – Nothing to report

*Past President –Derek Ellingsen – Absent no report

*Hockey Director – Garrett Stephenson – Discussion on upcoming season opening party on 24 August. There is a dunk tank, looking for volunteers. House coach registration is open, missing some at the younger ages. Garrett is going to attend the Dust Devils game with Ams this weekend to help recruit. Working on flyers for this this week. HTT will be awesome for the entire organization, which affects players, parents, staff, coaches and the Board. A donor provided the cost of this for HTT. Donor will be announced later.

Garrett and three coaches (Compton, Richardson and Kelly) went to a HTT / PNAHA coaching seminar a week ago. It was excellent.

12U and 10U rep league formation coming, announcement is soon.

III. Committee Reports (Chairperson/Board Liaison)

*Tournament Committee – Garrett Stephenson – Registration is open.

*Goalie Committee – Mike Landry – Absent. Dustin reported – Did 2 Goalie Labs in July with a great turnout and good time. Shooting for 7pm Monday nights during this season per Garrett.

*Coaching Committee – Garrett Stephenson – Cam Richardson as 10U B coach and will discuss Quisto Oucharek as 12UB coach in new business.

*Discipline Committee – Bruce Gradisher – Bruce formed a committee (Jim Secord, Jesse Billingsley, Dan Anderson, Ashley Willoughby, Dan Manella and Christopher Brown and the Board has approved).

*Equipment/Facilities Committee – Dustin Willoughby – Working on locker rooms for the back area. Some items needed to still be done before season starts.

*Finance Committee – Kelley Scott – Board Finance Liaison– Working to collect the volunteers for this committee. Looking for volunteers.

*Nominations Committee – Kurt Lukins – Nothing to report

*Public Relations/Sponsorship Committee – Aaron Trombley – Trying to openly recruit people for this committee, working on new people and Dan Manella. More to follow.

*Registration Committee – Haley Hollandsworth – Tournaments are open for registration. We are working with Rink B on Try Hockey for Free, trying to utilize Rink B skates. Need to use blue pucks.

*Scheduling Committee – Brandy Kojis – Waiting for final approval for practice schedule, once 100% then I'll get it all loaded in the SE Calendar. 14/16/18 NWAL schedule is loaded on the TCAHA Calendar. Waiting for 10U/12U rep scheduling. House will be in September.

*Scholarship/Awards Committee - Gary Atherly – Selections are made, waiting to announce and present (items being shipped).

*All Team Manager Committee – Haley Hollandsworth (Associate Team Manager) – We have the rep team managers meeting coming up on 16 September. House TBD, but likely the same week or the week after. Garrett – we can likely use HAPO space for these meetings, he will work with HWL. Andrea knows a volunteer for the rep AGC. Ashley Willoughby discussed prior positive experience with Jenny Gibson doing it. Good to have one person for Rep AGC per Ashley. House AGCs are per age group.

*Tri-City American Board Liaison – Isaac Merkl – Garrett got agreement from Isaac with Ams and sent back comments / changes, it is with Isaac.

*Girls' Club – Tiffany Richardson – Tiffany is absent, Haley presented – tryouts are 24 August. Tiffany has booked about 12 practices.

*Mid-Columbia Hockey Officials Association (MCHOA) – Russel Del Gesso – Absent, no report.

IV. Unfinished Business

None

V. New Business

*Bookkeeper Replacement – Kelley Scott – Discussion on process, two quotes given. CLA is very well versed in non profit. Improved transparency. Cost increase about \$15k But major improvements. Motion to approve CLA as the new Bookkeeper / Accounting service was made by Dustin, second by Gary, motion is passed unanimously.

*12UB Head Coach Ratification (Quisto Oucharek) – Garrett Stephenson - Aaron recused as he'll be an assistant. Gary motioned, Kelley second, and unanimous approval for him to be the 12UB coach.

*18U A Puff Coat ETP for 25/26 Season – Bruce Gradisher - Bruce explained situation of new players and players that don't have. Cost is between \$150-\$175. Garrett explained there was no inventory, there should be some this year. Kurt recommended to make it optional for all three age groups where it is currently mandatory (14U, 16U, and 18U). A motion was made by Kurt to make these Puff Coats coach optional (Head Coaches choice for each team moving forward), seconded by Dustin, and the vote was unanimously approved

*Membership / voting status of SafeSport Coordinator and AGCs – Kurt Lukins – Allow those who perform work for in kind gain and not given a direct payment to have voting rights as part of membership. This is a clarifications of the rule in the Constitution & Bylaws 7.2 e which does not allow paid employees to vote. Gary made a motion to approve in kind to retain voting rights, Kelley seconded and there was unanimous approval.

*Handbook update - Locker room, Travel and Lodging, Safety Manager – Kurt Lukins – Updated Locker room policy and travel and lodging policy based upon USA Hockey model policies and direction from PNAHA (Nicole Adams). Also a rewrite of the Safety Manager duties to remove medical privacy concerns and to clarify / scale back some of the duties. Gary recommended an update to the last bullet to remove


HIPPA and Kurt changed this to medical privacy. Kurt motioned to accept all three changes to the Handbook, Gary seconded, and the Board unanimously approved.

As part of the last item Gary recommend creating a Safety Committee to guide the Safety Managers with policy and best practices. Kurt and Gary will work on this and will provide an update at the next pre-board.

VI. Adjourn Meeting

Motion to adjourn by Aaron at 7:30, seconded by Kelley – the board approves.

VII. BOD available for questions/discussions

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

Approved by:  , MATT McDANIEL , Board of Directors