

## TCAHA Board Meeting Minutes

Monday, April 14, 2025, at 6:30 p.m. Hampton Inn & Suites Pasco

### I. Call to Order (6:33 pm)

Board Members in Attendance: Matt McDaniel, Ryan Kelly, Shannon Lukins, Kelley Scott, Dustin Willoughby, Dan Manella, Jesse Garner, and Gary Atherley

Absent from the board: Derek Ellingsen

Members in Attendance: Janine Jackson, Ashley Willoughby, Haley Hollandsworth, Aaron Trombley, Michelle Trombley, Jenn Mattila, Bruce Gradisher, Chris Hedger, Brandi Kovis, Melanie Billingsley, Ryan Dudley, Garrett Stephenson (online), Kurt Lukins

#### \*Reading of March Meeting Minutes

The motion to approve minutes by Gary Atherley, seconded by Kelley Scott, and the board approves.

#### \*Treasurer Report – Kelley Scott –

Beginning Balance: \$455,800.34

Ending Balance: \$433,715.51 (as of 4/30/2025)

Total Debits: \$87,268.76

Total Credits: \$65,183.93

The motion to approve the treasurer's report by Ryan Kelly, by Gary Atherley seconds and the board approved.

### II. Report of Officers and Directors

#### \*President – Matt McDaniel:

Currently working on edits to the TCAHA handbook – Provided a version to the board for review last Monday. Working to adopt the changes for the 25-26 season. In working through the review of the current handbook, there is a lot of redundancy and sections of guidelines from USA Hockey and PHANA. Some sections will now refer to those guidelines rather than include them. Targeting to roll out these updates at the next board meeting.

#### \*Vice President – Ryan Kelly – Nothing additional

#### \*Secretary – Shannon Lukins – Nothing additional

#### \*Treasurer – Kelley Scott – Nothing additional

#### \*Directors:

– Dan Manella - Director 3 – Spoke with Garrett about some sponsorship ideas that have been in the works and will be passing the information on to Garrett this week.

– Jesse Garner - Director 4 – Nothing additional

– Dustin Willoughby - Director 5 – started working on the mural in the hall. The plan is for a week's worth of work. Banners are being worked on – moving some and changing the display  
Garrett – would like to start planning a Wall of Fame at the facility. Working on ice out dates with HAPO and what will get repaired during that time

– Gary Atherly- Director 6 – award nominations coming out soon, please watch your email for the request and nominate folks for recognition of their support and work on behalf of TCAHA

#### \*Past President –Derek Ellingsen – absent, no report

\*Hockey Director – Garrett 10u/12U tryouts May 31 and June 1, putting a call out for sign-ups and sending out a new call for coaches. (Shannon to follow up)

Supplemental May 6, 7, 8 – Tuesday, Wednesday, Thursday

### III. Committee Reports (Chairperson/Board Liaison)

- \*Tournament Committee – Janine Jackson – Nothing additional  
Matt – thank you to Janine for pulling in information for the tournaments and for the board to review
- \*Goalie Committee – Mike Landry – absent - no report
- \*Coaching Committee – Bruce Gradisher (Board Coaching Liaison)  
Sat in on the interviews conducted for the rep coaches, and the evaluations; was impressed with how well they went and how the applicants were grilled a bit during the questions.
- \*Discipline Committee – Ryan Kelly –  
Reviewing the discipline section of the handbook as part of the whole review and looking at how we can make it more streamlined. Will provide updates to Matt for inclusion.
- \*Equipment/Facilities Committee – Dustin Willoughby – nothing additional
- \*Finance Committee – Kelly Scott – Board Finance Liaison– nothing additional
- \*Nominations Committee – Shannon Lukins – nothing additional
- \*Public Relations/Sponsorship Committee – Dan Manella – nothing additional

- \*Registration Committee – Janine Jackson –  
Spring reg open – currently have 13 for High School and 15 for middle school hockey, Thanks you to the Whiteheads for taking on 8U and Kayla Richardson for taking on 10U.

Payton Steele Celebration of Life - HAPO Ice Pavilion hosted a 12 and under stick and puck and 13 and up scrimmage/drop-in. All events were by donation, with proceeds going to the Steele Family. Huge thanks to HAPO and Harris White Leisure Group for donating the ice to make this possible. For the two events, HAPO donated the ice and raised \$1663 for the family

Nick of Time – Organization that offers a cardiovascular screening program for adolescents, Janine is working with them to figure out details and how to have TCAHA host a screening event, working to gather information and present it to the board for consideration.

- \*Scheduling Committee – Brandy Kovis – Working on MS/HS/4v4
- \*Scholarship/Awards Committee - Gary Atherly –  
Player and volunteers to go out soon – please be looking and respond
- \*All Team Manager Committee – Rachel Anderson (Associate Team Manager) – absent no report
- \*Tri-City American Board Liaison – Isaac Merkl– absent no report
- \*Girls' Club – Tiffany Richardson – absent no report

- \*Spring Hockey/MS & HS Hockey – Waiting until registration closes to determine how to split up teams
- \*Mid-Columbia Hockey Officials Association (MCHOA) – Russel Del Gesso – absent no report

#### **IV. Unfinished Business**

- \* Jersey Number issuing standardization – Wende Carlisle – Matt has reviewed and will be wrapped into the new handbook revision, and who owns the responsibility
- \* Update on 501(c)(3) status – Jordan Owens – Kelley is tracking and will follow up to complete
- \* Update on state association status – Jordan Owens – Kelley is tracking and will follow up to complete

#### **V. New Business**

- \* Handbook Change Request Section 8.4 – Michelle Trombley  
Discussion on the requirement of three house teams before the formation of a second rep team. Discussion among membership. Brandi mentioned that it is important to have at least two teams so

that the house teams have another local team to play. Question about being dual rostered? You can be dual rostered within an organization, but not outside the organization. The board will take the suggested language to review with the current review of the handbook.

Ratify coaches – Matt McDaniel

14 U Nomination - Tyler Banning – Matt McDaniel motions to approve Tyler, Dustin Willoughby seconds, Board votes 5 1 vote, motion passed. one opposition Dan

16 U Nomination - Ryan Kelly – Matt McDaniel motions to approve Ryan, Dan Manella seconds, board approves, Ryan Kelly abstained from vote

18 U is TBD plans to update Friday, 4/14


Discussion on the plan for having Rep teams at all levels. Discussion on a high school program that could be played at any High School grade. Garrett is working on the details and plans to send out information to the membership.

#### VI. Adjourn Meeting

Motion to adjourn by Ryan Kelly at 7:45 pm, seconded by Kelly Scott - board approves.

#### VII. BOD available for questions/discussions

Prepared by:  \_\_\_\_\_, Shannon Lukins, Secretary, Board of Directors

Approved by:  \_\_\_\_\_, **VICE PRESIDENT**, Board of Directors