

Next meeting- June 5th at 4pm at Lavoie Field
If it is raining, please check Facebook for an updated meeting location

DYS Board Positions and Responsibilities:

10 Voting Members in Total

President:

- 1 of 3 check co-signer designees
- Full Voting Member
- Delegates responsibilities of other board members
- Clearly lays out goals, expectations, and deadlines at Annual Meeting
- Prepares and provides agenda for monthly board meetings and special meetings
- Oversees general business of the DYS league
- Official representative of DYS; main point of contact for inquiries
- Maintains the DYS Website framework

Vice President:

- 1 of 3 check co-signer designees
- Full Voting Member
- Succeeds to Office and Powers of President in his/her absence or for the remainder of the term should the president role be vacated
- If directed by president or Full Board vote, shall be responsible for public relations activities and special assignments as needed

Treasurer:

- 1 of 3 check co-signer designees
- Full Voting Member
- Works in partnership with our accountant to ensure proper paperwork/tax documentation is filed on time
- Provides monthly statement reports to show detail of funds/accounts
- Works with Accountant to provide year-end summary of the league's finances

Secretary:

- Full Voting Member
- Records all meeting minutes in accurate and detailed manner
- Maintains records of all documentation in a central location
 - Will be able to pull documentation when needed/requested and release it to the necessary parties
 - Must be familiar with the content to be able to be a resource for questions
- Records all votes and "actions by writing" procedures/results
- Distributes all official communication through the necessary channels
- Records and maintains plans for sponsored events
 - Assists with proper execution of any official events
- Assists with maintaining social media platforms

Registrar:

- Full Voting Member
- Maintains registration throughout the year including coaches/volunteers' status for CORI, SafeSport, and Concussion Training
- Sets deadlines and publishes them based on MAYS deadlines/start dates
- Coordinates and updates fee schedule within registration system
- Maintains the DYS database and provides all necessary documentation/paperwork to MYSA as needed prior to MYSA deadlines

U10 & U12/U14+ Coordinators:

- Full Voting Members (2 – U10 and U12/U14)
- Reviews all active registrations for assigned age groups
 - Verifies birthdates and resolves discrepancies
 - Assigns players to teams based on MAYS guidelines
 - Coordinates coaches/assistants for the assigned teams
 - Distributes rosters, schedules, locations per league direction
 - Verifies Roster and Jersey # information with registration file
- Fields questions/concerns from parents/coaches/other teams

U6/U8 Coordinator:

- Full Voting Member
- Reviews all active registrations for assigned age groups
 - Verifies birthdates all line up and resolves discrepancies
 - Determines teams and player assignment based on # sign-ups
 - Assigns and if necessary recruits coaches to teams
- Schedules game times/location for games
- Fields questions/concerns from parents/coaches

Equipment/Uniform Coordinator:

- Full Voting Member
- Manages the relationship with our uniform supplier and the entire Uniform ordering process including resolving any issues that come up
- Manages and maintains the league's equipment
 - Maintains inventory of all DYS owned equipment, and makes recommendations on replacement as necessary

Facility Manager:

- Coordinates with Age Level Coordinators to obtain current dimensions/layouts to line the fields throughout the season
- Maintains the lines on all fields to ensure they are not faded and are usable each weekend
- Coordinates for maintenance on any structures/fixtures at DYS fields
 - Provides research/solutions for product replacement/upkeep at board meetings
 - Submits for approval by the board
- Coordinates and manages the landscaping/mowing of our fields with our landscapers