



Tantasqua Regional Youth Soccer

Board Meeting

MINUTES

MONDAY, MARCH 27, 2017

7:30 PM

BABA SUSHI, STURBRIDGE

ATTENDEES	<u>Board Representatives</u> Ian McGrath (Commissioner , Treasurer) Mark Michalak (Field & Equipment Director) Jack Keough (Head Referee) Doug Blakeley (Secretary) Kelly Parent (Coaching Director) Bill Bailey (Boys Travel Registrar) John Buday (Brimfield Town Coordinator) Lisa Hanrahan (Brookfield Town Coordinator) Heather Blakeley (Holland Town Coordinator) (arrived late) Jen Bailey (Sturbridge Town Coordinator) (arrived late) Peter Higgins (Wales Town Coordinator) <u>Excused</u> Megan Panek (Girls Travel Registrar) <u>Guests</u> None
CALLED TO ORDER	7:37 PM
MATERIALS	Agenda; Draft Minutes from Jan. 9, 2017
NOTE TAKER	Doug Blakeley

Agenda topics

1. REVIEW OF MINUTES

D. BLAKELEY

DISCUSSION		
Move to accept Minutes of 1/9/2017 BOD Meeting: JBu – motion to approve as is; MM – second. Unanimous hand approval (UHA)		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Complete and File Final January Minutes to TRY Website	D. Blakeley	April 9, 2017

2. OUTREACH / EXTERNAL EVENTS

I. MCGRATH

DISCUSSION	
<u>External Events</u> No attendees to MYS Workshop on January 28th. One attendee, NAME?, to Soccer Coaches Champions Clinic (Got E & F licenses). JK / Board will reimburse fee following one complete season following receipt of diploma. <u>MAYS Coaches Meeting – March 19 (Sunday @ Oxford HS)</u> MM / ~Eight (8) TRY representatives showed: Andy Marino, Kevin MacConnell, Amy Briggs, Victor Matheson, Alphonso Esposito and Jeff Ardis in addition to BOD members J. Keough, M. Michalak and D. Blakeley. IM / Is there a better way to communicate out events like this? MM / Thought communications went out well. Some coaches have been to MAYS meetings in the past; feedback was a lot of time spent on cancellations. Cliff should have made it more of a point as to the consequences of game cancellations. JK / MAYS has specific criteria and will push back on cancellation requests that don't meet the criteria. BB / Should consider passing out coaching cards, etc. at the MAYS meeting to encourage attendance. MM / Less than 100 people there for 300+ teams.	

JK / Discussed a lot of rule changes as well. Would benefit Refs to attend. Changes include fouls on legit goal attempts / kickoffs. BB / Recommend to have a TRY Coaches Meeting following the MAYS meeting. Pass out cards, equipment, etc. Better opportunity for Registrars to have outreach to Coaches. JBu / Maybe they should consider a meeting for returning v. new coaches. DB / Have a full meeting and then do early dismissal for returnees		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Consider scheduling TRY Coaches Meeting following Annual MAYS Meeting	K. Parent	None

3. TRAVEL TEAMS

M. PANEK / B. BAILEY

DISCUSSION	Girls' Travel Teams	B. Bailey for M. Panek
BB / No changes to report JK / Checking SportsManager – two teams not yet approved. U16G needs to have like four (4) photos. Other coaches and players missing photos in SportsManager – but rosters approved. Jones is also listed as an assistant for U14G; may want to find another assistant to help.		
DISCUSSION	Boys' Travel Teams	B. Bailey
A) Team Numbers: U10 (3); U12 (3); U14 (2); U16(1) B) Coaches: BB / Multiple coaches per team except for Habermeyer (U14). Heard MacConnell and Jeff Ardis will assist Habermeyer. IM / Habermeyer going to ask Alphonso to assist BB / One roster not yet approved (U16). Working on one photo. Registrations – some late signups turned away. Making note that – in Fall – contact those late registrants.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Identify Asst. Coach(es) for U14B and put in SportsManager	B. Bailey	April 1, 2017
Follow-up on U16B Roster Photo for MAYS Approval	D. Blakeley	March 31, 2017

4. DISCUSSION ON RECRUITMENT OF SPRING TRAVEL MEMBERS

I. MCGRATH

DISCUSSION		
JK / Three U10 teams are maxed out – need to have a policy about cutoff dates (like no more than the team add/drop date). BB / Tried to work with Megan, but was a challenge. Ongoing recruiting also adds to the difficulties. JK / Trying to figure out the reasons why SM emails coming in about team changes. IM / Have to kick the recruitment to start earlier (like Dec). Turned away 6 or 7 kids and could have had maybe four U10 teams. KP / Charlton's program will close out the teams once the roster maxes are hit. It will leave open the registrations only for those teams that aren't maxed. JK / Need to get hard and fast with dates / numbers. BB / As a courtesy, I check with the coach for new registrants to see if Coach will accept/refuse the player.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Identify a drop-dead final registration date	B. Bailey / M. Panek	April 15, 2017

5. FIELD OPENINGS

M. MICHALAK

DISCUSSION	
MM / U10 @ Lewis; U12 @ Town Barn; U14-16 @ Brimfield Acres IM / Cliff says he has Brimfield Acres scheduled for April 10th JBu / Concerned about player safety with having game as first activity. Need practices. Shouldn't have games until practices held DB / I'm telling my kids to go out and jog. MM / TRY needs some sort of arranged space. IM / Southbridge Armory is \$30/hr. Has availability. Old hardwood floors. MM / Coaches of younger divisions really need that meet-and-greet time. IM / Brimfield Elem? JBu / Mixed luck at Brimfield El. Basketball, Volleyball take available time. MM / What about the turf field? DB / Not cleared yet, but rentable. BB / Is there a takeaway to this discussion? IM / Need to 9 mo. Lead time on the school fields for time in June; other times more flexible. KP / BOD needs to ensure one person is on field availability.	

Game Cancellations

JK / MAYS sent out email yesterday about all first weekend games being postponed. Town organizations can do it by Thurs, Mar. 30; after, MAYS will do the reassignments on 3/31. Need to find out what weeknights are available and do the reschedule. Apr 1 the schedule will be public.

JBa / Need a blackout date for 1st Communion

JK / In the first two weeks of the season, there is flexibility to reschedule for school, education, and religious events.

BB / Take guts of Jack's email and then highlight the specific games affected and give them the deadlines and reschedule restrictions. Will get email out tomorrow.

JK / Coaches need to contact their players and ...

IM / Communion, Band (MICA?) Event, etc.

BB / Will get email out tomorrow and work with Megan on it.

JK / Going to be several weekday games – that's just what it is. MAYS has considered shortening the season to 7 or 6 games.

Additional Field Space

MM / Need fields for Flea Market.

DB / Heather Blakeley waiting for field requests.

MM / What about Turner's Field?

KP / Have to ask Lynn Girard. Requests have to be in awhile ago.

JB / Crossroads facility on Route 20 in Monson / Palmer.

KP / Make sure insurance is secured. Every place that we practice needs to be on the list. Get an individual certificate of insurance for every field complex.

IM / \$80/hr Stadium / \$70/hr Cage. MAYS does not want to pay fee

KP / That's a cheap rate

IM / Want to table discussion for Fall season – like jamborees, fund raisers, etc.

MM / When we should reserve the fields?

JK / Cage would be \$50.

MM / Need to reserve the Stadium as soon as possible.

IM / Town Coordinator subcommittee to identify the day / time.

JK / Just month of June that has the 9-month lead time.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Circulate availability of Southbridge Armory (\$30/hr rental)	M. Michalak	--
Reschedule 1 st games of season	B. Bailey / M. Panek	March 31, 2017
Identify Blackout Dates	B. Bailey/M. Panek to J. Keough	April 9, 2017
Present TRY field request to Town of Holland Rec for Hitchcock Park	M. Michalak	April 9, 2017
Ensure all game and practice locations are on insurance	I. McGrath	April 9, 2017
Discuss Rental of TRHS Stadium Field for key TRY Events (opening jamboree, fundraisers, etc.)	I. McGrath	TABLED

6. INFO FOR U8 SPRING SEASON

J. BAILEY

DISCUSSION	
JBa / Registrations for U8 team signups closed yesterday KP / 54 players this year; had 90 players last year. The available age ranges shrunk and the overall number of girls dropped. Looking for field space. IM / Softball lower at Burgess? KP / Can't put a field on that. U8 fields have to be 40-yds x 25-yds. Conditions at softball lower are not good. Want the games side-by-side. Holland is a key location. DB / Heather Blakeley just waiting for field requests. DB / Worked out well last year with the soccer coaches' moving the goals.	
ACTION ITEMS	PERSON RESPONSIBLE
None	

7. BOARD MEMBERS' ACTION ITEMS

EXECUTIVE BOARD

DISCUSSION	
A) Treasurer (Ian McGrath) Register and Summary for 2016 is in SM; 2017 reports will be in there soon. Rec – Income of \$10,255 (not all yet deposited). Who works for Travelers? We get a regular check.	

DB / Maybe Carla Schirm
IM / Travelers' disbursements are spread evenly between the Rec and Travel accounts

IM / Travel "lost" \$7,500 last year.
KP / Needed a lot of stuff in 2017 Fall.
IM / Some "bad" expenses on the books last year. Sweatshirt embroidery was expensive. Using some funds set aside in 2015, but 2016 looks 'bad'. Revs expense was incurred. Stocked up on equipment (PUGS, flags, etc.). Still having a problem with Challenger regarding costs and not providing receipts. I have asked them for proof of the charges. Challenger is assigning a Sales Rep. MYS Evaluations also was a cost. We need to make sure that sizable (>\$150) buys in the future, come before the BOD.
MM / Case of paint will be like \$800.
HB / We need to have a budget per year – so give an approved budget and then line items don't matter.
IM / Willing to look for a motion to approve purchases, so that they are known/approved. Not looking to really 'deny' any purchases, but just making sure that the BOD has a say in how the money is spent.
HB / Can see what the costs were in years past?
DB / If Treasurer is getting an invoice, he should be in the know.
JK / Anything over \$500

HB / Motion for BOD to approve any purchases >\$500. JB – 2nd. UHA; motion carries

JK / This all goes back to no one knows what everyone else is doing.
MM / It's going to take us a fiscal year to get the budget together and just work on individual expenses.
JK / Under no circumstance, the Treasurer should never receive a bill he didn't know about.

B) Head Referee (Jack Keough)

JK / Several rule changes. MAYS dropped the grades, just using birth year starting in Fall, 2017.

C) Field & Equipment Director (Mark Michalak)

MM / Quote we got at U12 field at Brimfield Acres. Landscape Evo is ready to go in April. \$2,200 to dump loam and level. Pull plugs and drop seed.
JK / Owner has thousands of dollars of drainage under the Brimfield Acres fields; just needs to be leveled.
HB / If we wait and do it after the Flea Market in Fall, the grass will be better. But that will mean field availability in 2019.
DB / We should do something now. Reseed after last Flea Market if needed.
JK / Definitely reseed after last Flea Market of season.

MM / Motion to spend \$2,200 HB – 2nd UHA

JBu / Need to reseed too
DB / Mark, please get a quote to book a date after last Flea Market

Field Openings / Closings

People responsible:
Lewis – Lisa Hanrahan
Town Barn – Lynn Girard (never closes)
Brimfield Acres – Jack via Owners

HB / Field lining on Thursdays; will communicate field conditions to MM

MM / Will send out a text to retrieve goals from TRHS

D) Travel Registrar – Girls (Megan Panek)

Not Present / No report

E) Travel Registrar – Boys (Bill Bailey)

Nothing further

F) Coaching Director (Kelly Parent)

KP / Adult Registrations and CORI's need to be done tonight (LH & PH). Whoever is adding a player, need to email Kelly so we can get uniforms. Does have extra uniform shirts; not shorts and socks. ForeKicks in Marlboro sells our brand (UnderArmor) if you want to buy off the rack.

KP / Badges. Badges got done for MAYS, but not for MYS.
IM / everything is uploaded in MYS.
KP / Can't print until everything is paid for and approved.
JK / MYS is supposed to be supplying the lanyard and sleeve. Do the printing at Staples. MYS is requiring, but MAYS is not requiring this Spring, but would like them to have it. Refs will have theirs.
IM / Sports Affinity is the MYS site. Uses a help ticket system. TRY's upload is recorded as "Sent to Staff" so hoping it is done.

G) Secretary (Doug Blakeley)

Will write up a game a week and then summarize others.

H) Town Coordinators

Brimfield (John Buday) – Going to online signups via "Blue Sombrero" (i.e. Dick's).
Brookfield (Lisa Hanrahan) – No report
Holland (Heather Blakeley) – No report

Sturbridge (Jen Bailey) – No report Wales (Pete Higgins) – No report		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Provide updated Cash Flow Statements	I. McGrath	Dec. 31, 2016
Confirm and provide a 'Thank You' from TRY to the Carla Schirm for Traveler's donations	D. Blakeley	April 17, 2017
Remove TRY QUIKSET goals from Cage and Stadium Fields	M. Michalak	April 15, 2017
Provide notice to proceed to Landscape Evo for Brimfield Acres U12 Field	M. Michalak	April 15, 2017
Provide notice to owners of Brimfield Acres about TRY's improvements	J. Keough	April 15, 2017
Obtain quote from Landscape Evo for reseeding after last Flea Mkt.	M. Michalak	April 30, 2017
Ensure all Coach Registrations and CORIs are complete	K. Parent	March 31, 2017
Distribute lanyards / badge holders to Coaches	K. Parent	April 8, 2017

8. NEW BUSINESS

ALL

DISCUSSION	BOD Roles & Responsibilities		I. McGrath / J. Keough
JK / Discussion regarding roles / responsibilities previous season and then get a list together to organize the BOD. IM / Idea is to identify what everyone does formally and informally and assign to person(s) as practical. Monthly meetings needed right now while the new BOD gets organized. JK / Lot of stuff going on and nobody realizes. IM / Need to get an idea of what people do. I.e., what does it take to get one player through the registration process.			
DISCUSSION	Ball Donation to TRY		P. Higgins
PH / Lady from Wales who owns Tire Co and they will supply balls for all Rec kids. Would be a good opening day gift. JK / Would like to have them come there to get the recognition – for them and the business. BB / Get a hold of the Revs, etc. PH / They had tried to do it before with vouchers, but that didn't pan out. IM / Table to the May BOD meeting. PH / All Town Coordinators should have all signups done by end of May. JBa / Rec registrations open in April, close in May. PH / June would be a key meeting for this. Have to work on tightening up rec teams, etc. this year.			
DISCUSSION	Website Revamp		J. Keough
JK / I have forwarded specifications for website needs to SportsEngine – looking at new website design			
DISCUSSION	Soccer Clinic		J. Buday
JBU / Arranging a soccer clinic - allowing no more than 20 kids to the first clinic.			
DISCUSSION	Revolution Partnership		B. Bailey / J. Bailey
JBa / Revs – need to commit to a membership tomorrow.			
HB Motion to renew contract with TRY as Revs \$3,500 (Silver level) 9 for; 2 opposed; motion carries			
BB / Have Revs tickets. Will distribute			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Set Roles & Responsibilities as Key Agenda item for April		I. McGrath	April 10, 2017
Discuss receipt and distribution of soccer balls from benefactor		P. Higgins	TABLED to MAY
Discuss SportsEngine web site proposal		J. Keough	None
Provide details of contract with Revolution and benefits allowed.		B. Bailey / J. Bailey	April 10, 2017

Motion to Adjourn @ 9:39 PM. Seconded. UHA

ATTACHMENTS	1. Agenda; Treasurer's Reports; Spring Travel Practice Schedule (Draft)
SPECIAL NOTES	TRY BOD Meetings will be 3 rd Monday of each month, unless otherwise stated. April's meeting will be April 10 th due to 3 rd Monday happening during Spring Break.