

Wakefield Soccer Association
Monthly Meeting Minutes
August 28, 2013 – 8:00pm

Board Members Present: President – Mike Boudreau; Secretary – Brian Leishman; Travel Director – David Dube; Intramural Director – Chris Smith; Director of Website / Equipment – Erik Domingo; Director of Coaching – Matt Colven; Director of Risk Management – Mike Kilkelly; Registrar / Director of Volunteerism – Anne Miller; Director of Fundraising – Matt Lane; Director of League Relations – Stephen de Garavilla;

Absent: Director of Referees – vacant; Treasurer – Jim Rollins; Director of Fields & Facilities (interim) – Jim McGovern;

60 WSA members in attendance

- **Introduction of board members**
- **Secretary's Report** – Reviewed and accepted minutes from August 1 meeting
- **President's Comments –**
 - **Fields Report –**
 - Walton scheduled to open on time on September 4th
 - No lights yet
 - Used by high school teams, who will hopefully be done by 6:00
 - There will be rules for field use
 - Do's and don'ts (no Gatorade)
 - Coaches are expected to enforce both teams
 - Beasley will be delayed – track is being painted
 - Field will be available within next week or so
 - Landrigan won't be ready until October 1st
 - Second Walton field – still a year away
 - Lights aren't ready yet at any fields
 - Dolbeare – shut down for fall
 - Has received major maintenance to get it ready for next spring
 - **Welcome to Steve Hall**
 - New assistant coach trainer, working with MattC
 - Looking for a host family
 - Includes tuition reimbursement
 - Let Mike or Anne Miller know
 - **Fall 2013 – Practice & Game locations**
 - Practice where you play in most cases
 - **Travel**
 - U10 – Mapleway
 - U12 – Sullivan
 - U14 – Walton
 - **Intramural**
 - U5, 6, 7 – Converse
 - U8 – JJ round
 - U10i – Doyle
 - U12/14 Boys – Walton for games, practice at Moulton

- U12/14 Girls - Sullivan
- **Practice field sign-up process**
 - Anne has coordinated SignUpGenius for each field
 - Once Walton is available, it will be added to the sign-up website
 - We'll add the links to the website
- **CORI**
 - ALL coaches and volunteers must be CORI'd
 - Process has been pretty straight forward so far
 - If you've been CORI'd in the past two years, you don't need it again
 - It's now good for 3 years
 - Two steps
 - Driver's license scan (one-time only, lifetime)
 - Coach goes to website and completes online form
 - Email Mike if you need the link to the form
 - Info also available from the website
- **Night at the Revs**
 - Saturday, October 19th
 - Please don't wait until the last minute
 - Updated form will be posted to the website
 - WSA provides refreshments
 - Rally tunnel tickets
 - Great event
 - Money raised goes to several local charities
- **Fundraising Report – Matt Lane**
 - We've raised over 5,000 with t-shirt sponsorships
 - We're kicking off spring sponsorship
 - HoneyDew fundraiser is coming up
 - We'll also be doing a sporting goods sales event similar to GS cookies
 - Working on local tournament once all turf fields are ready
 - Patriots tix for tomorrow night being raffled off tonight
- **Director of Coaching Update – Matt Colven**
 - Matt has already sent a couple of emails to coaches
 - Fall season is developmental
 - We are putting together a developmental training booklet
 - Putting together option curriculums
 - Please use one of your weekly sessions to do a session from the training booklet
 - They should be available by start of next week
 - Team training sessions start next Monday
 - All sessions at Moulton Park
 - Schedule will be posted to the website soon
 - Contact Matt prior to your session to let him know what you've got planned
 - Come to the session with a session plan in hand
 - U567, please show up 15 minutes prior to your sessions to go over some plans
 - September 8th is the first Coach Training session (Sunday)
 - GK Academy will run on Sundays at 5:00 (tentatively)
 - Ryan DiBenneto will be the coach

- Hopefully starts the 8th
- U8 Academy will run again
- Coaches Corner website has over 3000 drills available for download
- **Intramural Program** – Chris Smith
 - Thank you to all volunteer coaches
 - All coaches and volunteers MUST be CORI'd
 - Please get their info to Chris and Mike
 - Rosters are not finalized, so please don't communicate with your players and coaches until they are finalized, hopefully by EOW
 - Equipment
 - U5, 6, 7 – Waiting on new logo'd balls
 - Coaches shirts and equipment will be distributed at the field
 - Fields will already be set up
 - Please be at the session 15 minutes early for instruction from Matt and Steve
 - U8 – U14
 - Equipment pickup 11:15 – 1:30 this Sat the 31st
 - There will be additional times scheduled
 - Practice slot signups will available online soon
 - U10 and U12/14 will have 1 hour sessions bi-weekly with DoC
 - Corner flags will be at Dolbeare shed
 - Doyle will have a lockbox
 - Intramural coaches should also be attending the Coaching Education sessions with DoC
 - Also should be looking into Mass Youth Soccer license courses
 - WSA will reimburse
 - Pictures will be weekend of Sept 14/15
 - Schedules and times have not been set yet
- **MYSL Report** – Stephen DeGaravilla
 - Tonight was the coaches' meeting
 - Steve has new rulebooks available for distribution (3 per team)
 - Please read them and distribute to assistant coaches
 - Hot topic at the meeting: coach and fan behavior
 - Two teams were disqualified during the spring due to fights amongst fans
 - Fan/Parent verbal abuse won't be tolerated
 - Referees have been instructed to deal immediately with unruly fans
 - Coaches will be expected to handle the fans
 - If fans can't be managed, ref will abandon the match
 - Coaches are responsible for player, coach, and fan behavior
 - All coaches must sign code of conduct form, which will be on the website
 - Second topic
 - Fields will be lined to keep fans at least 6 yard away from sideline
 - Lined also on coach side to restrict coach movement
 - Player safety is primary concern
 - Avoiding referee abuse also a main concern
 - Concussion prevention
 - CDC.gov has an online course to help identify concussions
 - Schedules will be finalized at midnight tonight

- Contact opposing coaches if you are the host and let them know the game is on
- Bring two rosters to each game
- Contact Dave or Steve if you want to use the Player Pass
- Cancellations
 - WSA board will check fields by 7am on Saturday and Sunday to determine if a field must be closed
 - Posted to website and emailed to coaches
 - Let opposing coaches know ASAP
- **Travel Program – David Dube**
 - First team on field need to set up flags and bring medical kit
 - Last team needs to return all equipment back to sheds, lockboxes, etc
 - Please have a parent meeting with your team prior to the season
 - Cross-over matches will be used to balance teams who might have been misplaced
 - Please let Dave know by week 3 if your team seems to be misplaced
 - Please reschedule cancelled games as quickly as possible to avoid conflicts at end of season
 - Make sure via Dave that the field is available prior to rescheduling
 - Get player photos into SportsManager for Player Pass cards for the Spring season
 - Anne has emailed instructions so parents can upload/update pictures
- **TOPSoccer**
 - Free program starts this fall
 - Ages 5 – 18
 - High school and middle school volunteer coaches
 - One-on-one mentoring
 - 3 one-hour venue dates
 - 35 coaches have volunteered
 - Working on building the player numbers
- **Equipment Report – Erik Domingo**
 - New game balls will be here by next week
 - We'll have open hours regularly throughout the first month
 - Uniforms should be ready by this weekend
 - Travel Coach fleeces are available for new coaches
 - U5, 6, 7 will receive one ball per player, which are for the players to keep
 - These will be available at the first session
 - Intramural coaches get a coach shirt
 - U8, 10, 12/14
 - Fri 5 – 8 pm. Need help packaging up equipment and uniforms for Sat distribution
 - Need up to 15 volunteers and get your equipment early
 - 11:15 – noon on Sat U8
 - 12:00 – 12:45 U10
 - 12:45 – 1:30 U12/14
 - Travel uniform shirts will again need to be returned after spring
 - All intramural equipment needs to be returned after fall season
 - Nancy, Christina, Cleo are the equipment team volunteers
 - Let the team know if there is a particular training aid you could use
 - We need to make it available to all teams

- **Referee Report** – Mike Kilkelly
 - Anne and Mike are doing the ref assigning for all local U10 and up games both intramural and travel
 - U12 and up travel have assistant referees
 - Please remember that the refs are also youths, so please treat them respectfully
 - There are official channels for any complaints and constructive criticism about referees
 - Including travel ref reports
 - Anne and Mike for intramural
- **Risk Management** – Mike Kilkelly
 - Concussion policy is on the WSA website
 - Players with concussions must be cleared by a doctor before they can resume activity
 - Coach MUST see this medical clearance
 - Lightning means field must be cleared immediately
 - Refs will wait until 30 minutes after last lightning before play can resume
 - Confirm that goals are secure before playing
 - Do not let players hang on the goals
 - Please only have adults move the goals
 - No earrings for practices or games
 - Taping is not acceptable
 - No casts at practice or games
- **Other items:**
 - Raffle winner: KT Stockton
- **Next meeting:** October 3rd
- **Adjourned at 9:30pm**