

West Contra Costa Youth Soccer League

April 2017 Board Meeting Minutes

[B]

April 12, 2017 @ 7:00 PM

WCCYSL Clubhouse, 4660 Appian Way, Building 2, El Sobrante, CA

1) INITIAL BUSINESS

Board Members Present: Reynaldo, Tyler, Aidon, Lori, George, Mark, Kelly, Ryan, Raul, Brian, Aurturo.

Apologies: Joe.

General Members Present: Maria (voted to Board during this meeting.)

Guests Present: None.

Call to order: 7:20 PM.

The minutes of the previous Board Meeting, held on March 08, 2017, were distributed via email to all Board Members prior to this meeting, and were taken as read.

Motion to approve minutes: Proposed by Tyler. Seconded by Lori.

Vote: **Approved.** (1 Abstention.)

2) SPECIAL BUSINESS

The secretary requested a single assertion vote to confirm last meeting's "provisional" votes (March 8, 2017):

- a. February 08, 2017 Board Meeting Minutes approval
- b. Kelly appointed Director U6 Teams
- c. Approval of new registration agreement

Motion to assert: Proposed by George. Seconded by Tyler.

Vote: **Unanimous.**

Maria Moore was present and requested to be appointed to the position of Director – Communications / Publicity / Fundraising. She provided a brief introduction of herself, and has a daughter currently playing the in League. It is intended that she will work closely with Lori.

Motion to appoint Maria: Proposed by Tyler. Seconded by George.
Vote: **Unanimous.**

Lori stated that she has at least one more person interested in joining the Board. Lori was informed of the voucher for money off registration provided to Board Members and she will pass that information on.

Lori has been doing the League Apparel very successfully for a while, and so the consensus of the Board was that she be appointed to the Apparel Coordinator (non-Board/non-voting) position.

Motion to appoint Lori: Proposed by Aidon. Seconded by George.
Vote: **Unanimous.**

3) ROUTINE AND SPECIFIC BUSINESS (INCLUDING DIRECTOR'S REPORTS)

a) President

Goals – need 2 full size goals for Hercules High School. Have two quotes for the pair, \$3000, and a cheaper quote at \$2400 with lifetime warranty. We have about \$12K invested in goals currently, it would be good to have a way to tag and identify them. The President will order new goals, with the money to come from the existing field equipment budget. We won't need wheels as we will use the ones from the existing goals. The President, with the help of the Secretary, will make an agreement with the Hercules High School so that the League can keep them locked up at the school in order to protect them.

Raul & The President attended the latest NorCal meeting. The focus seemed to be fines and sanctions.

NorCal now requires a concussion awareness / injury waiver for every player. We will need a parent signed concussion information awareness assertion / injury / liability waiver for every player by August 1st, on file. NorCal doesn't have their own (yet) but we can take wording from CYSA or similar documents (US Soccer is expected to produce one soon.) It should be an additional sheet to the registration agreement and must also be available for online registrations.

The documents have been submitted for the City of Hercules Nonprofit Recognition Program. Hercules requires 80 hours of community service from us. We will need to work out how we do this (clean-up day or something similar.) Perhaps we can have field maintenance (Hanna Ranch) be applied to this.

There are various requirements for confirmation of our non-profit status; we need copies of the 501(c)(3) form/certificate from The State. George will look into it.

We need to plan for rainouts in the fall. The President doesn't want to raise the rates for Fall, but we will need turf fields for rainout protection, and we will need to secure these early. We used to have a cost per hour of a player on the field of about \$5.80. Due to low numbers and increased use of turf fields we are at about \$7.00 per player per hour. The President pointed out that if we hadn't been using turf fields this (Spring) season we probably wouldn't have had any games yet, two weekends into the season, due to rain for U6/U8/U10.

It was pointed out that several goals (Pinole Middle especially) need new nets.

We seem to have received overwhelmingly positive feedback from using Hercules High School for U8/U10 rec, including at least one direct comment to the President. There seem to be few downsides with both players and coaches appearing more engaged in the game. Officiating seems to be working well too. U6 seems to be working well at Pinole Middle. The Board was in agreement that turf fields are the way to go for rainout protection, focus and other benefits. It seems to be a healthier environment for most/all. Also, it makes for a better and safer environment for officiating and mentoring referees.

We may have to make a request to open the other side of the field at Hercules High School due to parking/traffic congestion.

We need to request permits for the turf fields for Fall so that we know what we have available.

The President is very proud of our local soccer community. There is no trash or garbage left on the fields in general; the fields are left clean when we depart. This helps us when we request permits.

b) Secretary

The Secretary did some investigations into the 35th year anniversary. The earliest adoption of By Laws found by the Secretary was April 9, 1984, and the League was first registered with The State of California as a 501(c)(3) non-profit organization in December 1984. The Secretary proposed that we call 1984 our official inception year, although we suspected that the League may have existed in some manner before then, and that we postpone any thoughts of the 35th year anniversary until the latter half of 2018 in preparation for celebration in 2019. The Board agreed.

The Secretary believes that Google for Non-Profits might be free, but we'll probably need our 501(c)(3) proof for that. That provides GMail, Google Apps, Google Calendar, Cloud Storage and other benefits.

The Secretary asked about the League Facebook page. It was stated that the Molinas currently have the email address and access credentials. A brief discussion took place as to which Board position should control the Facebook page, and it was agreed that it should be the Secretary. The credentials will be obtained by the Molinas and passed to the Secretary.

Kelly needs the registration flyer this week. The flyer should have NO references to online registration as we have a new system and we need to make sure everything is working before we advertise it. The President will get the flyer done by/for Wednesday next week. Dates for Fall registration were reviewed and modified.

Fall Registration dates and times

Wed April 26th 6:00 – 8:00 PM

Wed May 10th 6:00 – 8:00 PM [the Board Meeting will follow, starting at 8:00 PM]

Sat May 20th 11:00 AM – 2:00 PM

Wed May 31st 6:00 – 8:00 PM

All board members should plan on attending. All registration sessions are at the clubhouse. We can hold one more in the middle of June if necessary.

There was a discussion about banners – they need to be put up at various appropriate locations including Collins and Crockett. We may want dual use, WCCYSL/FCA banners (i.e. double sided, one side WCCYSL, the other FCA.)

c) Director - Equipment

The director wishes to instigate a program to track equipment to and from coaches starting in the Fall. The Spring mini-camp will be July 17 – 21 @ Pinole Middle School. Exact times to be coordinated between the Director and the President. The President will secure a permit for PMS. The camp will be free for U6s. Older/comp players may be charged a fee. We may provide a free gift/t-shirt to participants.

d) Director – U10 Teams (Also reporting on the rec program as effective acting VP)

There have been no issues other than those mentioned in this report.

One coach has not been honoring the sportsmanship rule. The Director will talk with that coach. A list of coaches was sent out to the Board earlier. There were no complaints.

An instance of bullying a player (FCA U12 Boys Green team) has been reported by a parent/guardian. The parent/guardian is asking for reassignment to a different team, but we don't have another team in the same age group / level. The Director will talk to the guardian and explain the situation. As a contingency, the entire Board was fully in support of a partial refund if necessary, as the League does not condone this behavior in any way.

A U8 player has developed leg infection. They have been unable to play, and will be unable to play due to doctor's orders. Although we do not provide refunds for the Spring season, as this is for medical reasons as ordered by a doctor, the Board agreed that this would be an exception.

Motion to approve refund: Proposed by George. Seconded by Aidon.

Vote: **Unanimous.**

Things have been going well at Hercules High School except for the grounds/custodial staff not opening the gate on time. The gate is supposed to be open at 8:30 AM and the President has reported this late opening to the school.

Mark, Kelly and the Director will meet to work out how to get coach commitment for Fall. Of the eight U10 rec coaches, three of them will have their players/children be in the U11 group in the fall. We will therefore have fewer coaches for U10. We need to devise a coach registration process going into registration. If anyone knows of someone wanting to be a U8/U10 coach please have them contact the appropriate Director of Teams. We will contact existing coaches first. Coaches get a registration discount with coaching credentials. The President reported that we will run one or two of these courses over the summer, possibly one in June, one in August.

e) Director - Fields

Turf fields need to be cleaned/sanitized; this could be a health issue. The President will ask the School District when Hercules High School turf field was last cleaned/sanitized. We cannot do this for the school – they will need to have it officially done. We could offer to split the cost, but they should be doing it anyway. The recent rain means it probably is not an issue right now, but the field should be regularly cleaned/sanitized by the school/school district.

The grass fields need to be cut (Stewart especially) and gophers are a real problem this year. The Director will see if it is possible that he can acquire a sizeable riding lawn mower for us as a donation or for a reduced price (normal price easily in excess of \$1500.) We need an exterminator that will cost about \$1000, and will come from the field maintenance budget. The field day dates/times were discussed and set.

Field days dates and times

Sun May 7th noon – 2:00 PM

Sun May 21st noon – 2:00 PM

The first will be at Hanna Ranch Upper. The location of the second will depend on the success of the first, rain etc. Hopefully we can have this count for our community service for Hercules. Participants should bring tools, wheelbarrows etc.

f) Director – Events & Apparel

For the Picture Day we just had, due to weather issues, Shooting Stars thinks we should be doing a makeup day. We have already sent out an email that we won't have a makeup day, so we won't. One of the reasons we cannot do this is that they cannot schedule a makeup day for us soon enough, and we need pictures back before the end of the season.

The Shooting Stars contract is up at the end of this year. The Director wanted to know if we could get out of our contract early, and how much that would cost. The President pointed out that it is probably not worth trying to do that. In addition, the President proposed that this Board (2017) should not be making the decision of which company we go with (Shooting Stars or Lifetouch) when it is the next Board (2018) that will have to live with the decision. Instead, we should defer the decision to that next Board, and they can make the decision in November 2017 for Picture Days in 2018, and possibly beyond. The Board agreed with this proposal. It should be noted that both Shooting Stars and Lifetouch have been asking about our decision. Now we have a plan and that can be relayed to them.

For apparel, \$3100 has been spent so far. The budget for apparel for the year is \$7000, nominally split equally between Spring and Fall. As the Director wishes to spend more money now as some items have been selling well, it was confirmed that while there is money in the yearly budget, that should be spent even if that means exceeding the nominal Spring budget (\$3500.) At some point when the entire yearly budget has been used, the Director can come to the Board for an allocation of more money. In addition it was confirmed that income from apparel is just like any other income, and separate from the apparel expense budget, so is not automatically available for apparel purchase.

We have already sold out of the adult large sweatshirts. The other items selling well are beanies, hats, and water bottles, so more of all of these will be purchased. There have been no complaints about prices – and prices will stay the same even though the initial prices included setup costs. We have had about \$2700 in income so far. Apparel will be available at Fall Registration as that seemed to work well at Spring Registration. In the Fall we should have order forms for apparel.

The Director requested that we obtain an enclosed trailer to transport the apparel in and sell the apparel from. This could be done via money allocated by the Board, donation(s) or sponsorship. Prices seem to be about \$2500. The Director will investigate further.

We need to work out how to effectively sell FCA apparel.

George determined that the budget seems to have an income line item for apparel (\$9000) but no expenses for apparel (the assumption is that it should be \$7000.) George will make the Treasurer aware of this. The Treasurer will need to modify the budget and present it to the Board for approval at the next Board Meeting.

At the next meeting the Director will present initial ideas/plans for Opening Day/Picture Day and the Jamboree.

g) Webmaster

We are going to be using a new registration system with a new website for the Fall. The Webmaster is trying to get access. We need to have it working and have tried it before the first

walk in registration. No online registration information should be put on any marketing materials for registration until it is working and we have successfully tried it.

Changes have been made to the website, specifically the Board page. Kelly and Maria have been added to their respective positions, and other items have been fixed.

h) Registrar

The nominal first day of soccer is Saturday, September 9, 2017 and the last Saturday is November 11, 2017. It was decided that the weekend of September 9/10 2017 would be designated the start of the Season and Opening Day, without having to commit ourselves to which day we are having which on. (We could do Opening Day on Saturday, and first games on Sunday, or vice versa, or Opening Day Saturday morning and first games in the afternoon, etc. There are multiple options and we'll work out which we want to do later, but everyone will now know which weekend the first games are and which weekend Opening Day is without us having to commit to an exact schedule right now.) We will probably also have Picture Day at the same time as Opening Day.

On Mon 17th April, at 7:00 PM we will have a Registration preparation meeting with the Registrar, Teams' Directors and anyone else interested.

i) Director – U8 Teams

Nothing to report that hasn't already been reported/discussed.

j) Director of Competitive

Nothing to report that hasn't already been reported/discussed.

k) Director – Referees

There have only been two unassigned slots so far due to moving referees around as required (this is one of the benefits of having all U8/U10 games at Hercules High School.) There has been a good turnout for mentoring that has been focusing on the new referees. The new referees have been taking slots and receiving the mentoring well.

We will hold another class in August. Can we get flyers out to the high schools? This would need to be done before they finish for the summer (i.e. in May) so we need to get the dates fixed soon.

4) OTHER SPECIFIC BUSINESS

All specific business specified in the agenda was already covered.

5) FINAL BUSINESS

The President stated that he signed a contract with the Positive Coaching Alliance for Friday, April 28 from 7:00 PM to 8:00 PM in the Hanna Ranch Multi-purpose room (people expected to arrive at 6:30 PM onwards.) A permit has been submitted from 6:00 PM to 8:30 PM or 9:00 PM, giving us time to clean so we don't have to pay for that.

The President sent out an email to the competitive program coaching staff, informing them that at least one parent/guardian for each player must attend. We will get them to sign the NorCal required concussion form at this meeting. The President requested that the Secretary attend to show the concussion video that was shown at the Spring rec coaches meeting. The President would like to find a couple of other "more intense" videos to be shown, as it has been reported that a player walking off the field with a possible concussion was laughed at. Any injury is not a laughing matter and the League does not condone such behavior.

PCA charges us \$1300 for this event, but we get a \$500 refund/credit from NorCal to hold it, so it is effectively costing us only \$800.

The subject of heading was brought up, particularly from the coaching point of view; when can one start coaching heading and how? The President explained that for competitive, one can start off with 9 and 10 year old players using a light plastic beach ball. Then one can use a volleyball ball for 11 and 12 year old players. This is to teach technique. For rec nothing should be taught until U12.

As U11 and below cannot legally perform intentional headers without being penalized, some Board members thought that teaching them any technique before this was questionable, even in the competitive arena.

There being no further business, the meeting was adjourned at 9:28 PM.

Note that due to registration from 6:00 to 8:00 PM, the next Board Meeting will start at 8:00 PM on Wednesday, May 10.

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NEXT BOARD MEETING: Wednesday, May 10, 2017 @ 8:00 PM, WCCYSL Clubhouse. [END]