

West Contra Costa Youth Soccer League

July 2017 Board Meeting Minutes

July 12, 2017^[B] @ 7:00 PM

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

INITIAL BUSINESS

- 1) Board Members Present
Aidon, Kelly G, Raul, Tyler, Lori, Kelly W, Maria (on phone,) Joe, George (on phone,) Mark, Arturo

Apologies
Reynaldo, George, Brian, Ryan, Julie.

General Members Present
None.

Guests Present
None.

Call to Order
7:09 PM.

- 2) The minutes of the previous Board Meeting, held on June 14, 2017, were distributed via email to all Board Members prior to this meeting, and were taken as read.

Motion to approve minutes
Seconded
Vote

Joe
Raul
Unanimous

SPECIAL BUSINESS

- 3) Proposal for adjustment of meeting Order of Business

The Secretary proposed a change to the Order of Business for Board Meetings. After special business would come priority business followed by the Directors' reports. Priority business would consist (a) any unfinished business, (b) reports from committees, and then (c) new priority business. New priority business would be anything that requires a Board vote, requires Board input and/or requires Board discussion. Priority business items should be submitted to the Secretary before the Board meeting. Directors' reports/highlights should be short and ideally not exceed two minutes in duration. If a report is likely to take longer than two minutes or contains significant details (numbers, amounts etc.) that information should be submitted to the Secretary immediately after the Board meeting and the Secretary will distribute the information with the minutes. All of the Board agreed that this is a good approach to help keep Board meeting duration down to something more manageable rather than the two plus hours we have been experiencing recently.

Motion to approve adjustment of meeting order of business
Seconded
Vote

Aidon
George
Unanimous

The new Order of Business was adopted immediately and is thus reflected in these minutes.

PRIORITY BUSINESS

4) Unfinished Business / Committee Reports

None.

5) New Business

a. Fall season status - player numbers, teams, coaches

It is impossible to print out any 1601 forms for any player who was registered online. Unfortunately the new system is not designed to do this. At least 80 players have been registered online. For these players we will print out a Golden Rod and paper player passes (these do not need to be laminated or given out, they just need to be kept in the binders.)

There are 388 players in total in the system, with 10 to 12 requiring outstanding work (birth certificates, photos etc.)

Teams are summarized as follows:

- U11: 1 girls team, 2 boys teams, 3 confirmed coaches, 45 players total
- U10: 4 girls teams, 6 boys teams, need 2 or 3 more boys coaches
- U8: 8 coed teams, have 5 coaches
- U7: 6 coed teams, have 2 or 3 coaches
- U6: 8 coed teams, need one more coach but have someone identified, should be OK

There was a discussion of the 4 U10 girls teams. Each team will play every other team 3 times (not counting the Jamboree.) This was generally considered to be a better option than going coed for U10, which we expect to be relatively unpopular. Board members should report any complaints received concerning the number of replays to Katie, who should record this information in order to make a more informed decision next season/year, if necessary.

b. Discussion of field usage for the fall season - FCA, In-House and practices

George talked with Reynaldo who has requested Permits for the following for game days:

- U6 & U11: Pinole Middle School
- U7, U8 & U10: Hercules High School

After a small discussion it was decided that to cover the U6 games all at once at Pinole Middle School, we will need 4 more U6 goals. George will ask Luis Molina to purchase 4 more U6 sized Bownet goals. George also suggested we purchase 4 goals every season/year to replace those that are wearing out.

Pinole Valley West, Hanna Ranch Upper, Hanna Ranch Lower, Pinole Middle School and De Anza High School should be permitted for practice. George will coordinate with Reynaldo to acquire permits for these fields for practice. Reynaldo has proposed a timetable that sees Pinole Valley West and Pinole Middle School being shared between In-House and FCA. Hanna Ranch Upper and Hanna Ranch Lower would be dedicated In-House practice fields, and De Anza High School would be a dedicated FCA practice field.

As usual coaches may use other fields for practice, but they will not be permitted by the League (so they could encounter conflicts and/or get asked to leave, with no recourse.)

George wanted it recorded in the minutes that the Secretary very gently reminded him of the correct terms to use: In-House and FCA (not rec and comp!)

For games, FCA will use Hercules High School and De Anza High School for the older teams, and Pinole Middle School for the younger teams.

c. Prep for July In-House coach meeting (Thursday July 27)

Kelly G, Mark, Katie, George to develop meeting agenda. If they decide that other directors need to be involved they will pull them in as necessary. A reminder will be sent to all current/identified coaches. Live Scan Fingerprinting will be held that night too, as it could not be moved to July 20.

All Board members who have not been Live Scanned for the League must attend this meeting so they can be fingerprinted.

d. Calendar review

The calendar was briefly reviewed. There is an F license course hosted by us on Saturday August 26 at Hanna Ranch Upper. It is free for attendees. It will be advertised.

Picture day was moved back to Sunday, August 27, 10a – 3p as there was no availability for the prior Saturday. It will be held at Hanna Lower by the bathrooms.

e. The Secretary pointed out that the next 3 Board meetings (August, September and October) start at **7:30 PM** (not 7:00 PM as “usual.”)

f. Jamboree

This month marks two years since the untimely death of Ken Cole, President of the League for several years and a Board member for many years. It was proposed that if his wife, Jeanette (a Board Member for several years) is in agreement, that the League should name the jamboree after him, i.e. “The Ken Cole Memorial Jamboree” (or similar, pending input from Jeanette.)

**Motion to name Jamboree as proposed above (pending Jeanette input)
Seconded
Vote**

**Aidon
Kelly W
Unanimous**

g. Apparel table/canopy etc.

It was confirmed that last month the Board approved a “small amount” of the fund raising budget could be used to purchase equipment to make sale of apparel easier and the display more attractive, given that a trailer is now not being purchased (the one we were pursuing is now no longer available.)

ROUTINE BUSINESS

6) Board member reports/highlights (as provided / in attendance)

a. Treasurer

Currently we are \$15000 below budget (YTD) but we still have most expense items still to be accounted for (field permits, comp expenses, training etc.) The Treasurer has not been able to capture FCA registration income as reconciliation is performed against bank statements, not emails, although some of it is starting to come in.

All bank documents have been completed by all signatories, except for Reynaldo who will sign when he returns to the state, and then all documents will be submitted to the bank.

We are still tracking down the old team accounts (using our tax ID) that we are trying to close.

b. Director Competitive

The Director reiterated that the F license course is to be held on Saturday, August 26 at Hanna Ranch Upper. Time is TBD but duration is 3.5 hours. Sign up with Raul.

FCA has 8 teams in the Fall from U10 to U15.

We have 41 players signed up for the summer camp so far, 20 are U6, the rest are U7/U8 and above. Trainers have been arranged. It will be held at Hanna Ranch, Upper or Lower, TBD.

c. Director U8 Teams

The Director is following up with prospective coaches.

d. Director Volunteers

The Volunteer meeting is set for Thursday July 20 at 6:30 PM for 1 hour. It will mostly focus on Opening Day but also the rest of season, field help etc. We have 60 volunteers from the forms.

e. Registrar and Director U6 Teams

Most items already covered above. It was agreed that the Cal North online registration system is not good. Manual modification of fees is required, for example.

The Treasurer pointed out that NSF (non-sufficient funds) tracking requires a lot of work between the Treasurer and Registrar. He requested that phone numbers and email addresses be placed on registration receipts to aid follow-ups for NSFs. He said that we are currently tracking 4 or 5 NSFs. Also, currently we do not stop players from playing for NSFs.

There was a discussion surrounding fees for Spring 2018 when using different payment methods, possible late registration fees etc. It was agreed that a full review of all fees and policies should occur before we start registration for Spring 2018.

f. Director Events

The Team Parent meeting has been set for August 8 at 7pm at the Clubhouse.

The Director will find a new taco guy for Opening Day.

g. Director Referees

The Referee Course dates and instructor (Aidon) have been confirmed with CNRA. Brian has been emailed with the dates to put on the website/calendar. The Director will be sending out emails to advertise the course.

h. Director Equipment

It was confirmed that teams need two different colored pinnies.

The second shed is quite full and it has been locked up for a long time. It was agreed that we should have a set of keys for external storage at the Clubhouse (in a lock box or safe or similar, that all Board members should have access to.) Lori is working on shelving. Unfortunately the vents that were cut in the shed let in the rain. Lori is trying to find a welder or someone to fix the vents from our volunteers. The Director proposed going through what is in the shed to see what is usable and throw out what isn't.

We want to have coaches sign a list of equipment they receive, committing to return all of the equipment. Also when returning the equipment (at the Jamboree) we need to have a better system to check equipment back in, rather than letting them just dump it!

i. Secretary

The Secretary is still working on the right solution for a master calendar, until then what the Secretary emails to the Board should be considered the master calendar.

The two dates proposed for the Fall Board dinner are Saturday, November 18 or Saturday, December 2 – these will be added to the Calendar. Lori is still looking into a place to have it. It was confirmed that both “old” and “new” Board members are eligible to attend.

7) Any other business

None.

8) Adjournment

8:34 PM