

ACYLA Board Meeting
Tuesday, August 13, 2013 – 7 p.m.
New Hope Ice Arena

Meeting called to order at 7:10 p.m.

Present: Laurie Ripplinger (Co-President), Michael Charles (Co-President); Kelly Thompson (Equipment Mgr); Carol Zehrer (Secretary); Kent Zehrer (Treasurer); Tony Johnson (Coach); Andrea Anderson (Girls Coordinator); Mark Lucas (Webmaster), Jill Ojala (Parent), Kim Wepplo (future Secretary)

Amended 9/3/13: Also present were Kara Lucas (Team Manager); Sarah Essen (Team Manager)

Minutes:

The Board approved the July 2, 2013 minutes.

Treasurer's Report

Action: Karen -- schedule Plymouth Dome for winter workouts (boot camp).

Action: Michael – talk to Homegrown about offering a ACYLA winter boot camp.

Action: Kent – prepare budget report for next meeting.

Communication's Update

Webmasters Update

- Mark would like to have copies of photos parents have taken this past season to use on the website.
Action: Mark L – research and set up an email account for parents to upload photos.
- Jenn Sondrall (who is on the ACYHA Board) wants to put up a hockey fundraiser flyer on our website.
Action: Mark L – reply with okay to set up link but not flyer on homepage
Action: Mark L – consider adding a Community tab for other organizations' sites and a Manager's tab for gadgets and links for team manager info.

Old Business:

- Bylaw Changes
 - US Lacrosse insures all members during the season; however, it does not insure organizations unless all members and coaches are registered US Lax members. Since our organization meets these requirements, we would like to amend our Bylaws to state this. Kent sent an email to John Lawson (former Board member) regarding this change, but John does not think the Bylaws are not the right place for this.
Action: Kent – Enter this statement into the Guidelines and put it on the website when those are complete.
 - U.S. Lacrosse offers a Peace of Mind policy for \$50 for the year, if we are worried about the coverage for our organization.
- Sandburg damage:
 - With normal weather, we don't need gyms for Spring – just the winter new player clinics.
 - TABLED until school starts.

- Chipotle Fundraisers:
 - Kim has reported that we made about \$520 and a check was mailed, apparently to the address on the W-9 form, which is Michael's; however, he has not received it. We will be having another Chipotle date yet this fall.
 - Action: Kent** – talk to Kim McD to follow up on the check that was supposedly mailed.
 - Action: Kim McD** – get the date to Mark L to post on the website and info to Mark Palony to get an email out.

- Ice Cream Social/Year End Party:
 - For next year, get a volunteer lined up to organize the Year-end Party at the beginning of the season. Choose a gift to be approved by the Board so there is time to get them in time for the early August party. Contact New Hope Parks & Rec to get the permit for Northwood Park in New Hope.
 - Action: Mark P.** - Put action item on ACYLA Google calendar to get the permit for Northwood Park earlier.

- Equipment:
 - The shack had mold problems because someone had unplugged the dehumidifier. City of New Hope has done the mold remediation, but Kenny Ripplinger wants to coat the bottom shelf with specialized anti-mold paint. All equipment is being cleaned and stored at Thompsons'. We are looking at plastic tubs for all equipment that will fit – no more cardboard. Four nets will be stored by Clarks' & Johnsons'. Equipment moving day will be determined by Kenny & Kelly, and the Board will be notified to help.

- Teams:
 - This season we had some issues with both player and parent conduct and behavior. We need to follow the US Lacrosse Code of Conduct, and should incorporate these into our Guidelines. Getting them in writing and in front of all players and parents will give the coaches and managers some support for how to address these situations.
 - Action: Michael** – touch base with Ross & Kevin to begin drafting a coaches' guide to behavior and conduct, as well as consequences.
 - Action: Kent** – incorporate US Lacrosse Codes into Guidelines draft.

- Fields: once we finally got on the fields, there were no complaints.

New Business:

- Operating Guidelines and Policies:
 - We need to write our operational processes for registration and especially for tryouts. We need to make it clear to parents that we must follow the YLM mandates of how tryouts will be handled. We also need to create a clear registration policy to avoid problems in the future and to be fair to all people. Both of these policies should be part of the registration process so all parents are aware of them.

Action: Kent – take a first cut at creating some policies using information from other organizations as a baseline. Meet with Michael and Laurie separately to get consensus on the document.

- Succession planning:
 - Tony Johnson has agreed to take over as equipment manager.
 - Kara Lucas & Laurie Ripplinger will order and distribute uniforms next year.
 - Kim Wepplo has agreed to become the new secretary. As this is a Board position, a motion was made and carried that Kim will be the new secretary.
 - Additional openings that need to be filled should have job descriptions written and posted on the website so volunteers can be made aware of them – Treasurer, etc. We need to find out if the Tournament Director and Communications positions are open. Kara Lucas was interested in Communications if Mark Palony retires.

Action: Kent – write a job description for Treasurer position and forward to the Board for review. Follow up with getting it posted on website.

- 2014 Hennepin Youth Sports Grant
 - There are two levels of grants: City application and City/Organization co-application. They are very specific about what type of items can be requested: large items to be used by all members of community, no equipment, no curriculum for schools, etc. Since we have none now, we will readdress in the spring.

- Fall League:
 - Registration is open in the Homegrown Fall League. The 7/8 team is full, but we have many openings on 5/6 and may allow players in 4th grade to play up. While parents understand the game schedule, they need to know if there will be practice. Coaches are Mark L & Jim O. Registration closes 8/24; however, Homegrown league registration closes on 8/18. If we don't have a 5/6 team, we'll call Aaron and ask to co-op with another team, or players can register as free agents with Homegrown.

Action: Laurie – notify parents that the expectation will be that we will have one practice each week.

Action: Karen – email the field contacts for fall
 - Girls - there is a fall league in Hopkins that start 9/8.

Action: Andrea – get the information out to the girls that may be interested.

- Mark Lucas Letter
 - Mark Lucas read a letter offering many suggestions for improving the organization and communications within the organization and to the community (see attached). Some highlights are:
 - Organization and positions:
 - President (Youth Director) and Vice President (Assistant Youth Director)
 - Marketing & Recruiting: Community events, newspapers, school flyers, etc.
 - Coaches Coordinator: hiring, communicating, and training
 - Volunteer coordinator: possible mandatory volunteer hours (Chill Manager, Team Manager, clock and scoring table, recruiting events, etc.)

- Boys Coordinator (similar to Girls Coordinator)
- Other ideas:
 - Team Manager meeting each season
 - Parent and coach survey at the end of each season
 - Feedback to coaches
 - Registration late fee
 - Board and coach discount transparency
 - Family maximum or family discount
 - Recruiting goalies
 - Enforcement of Code of Conduct

Action: Mark L – send the document to the Board for them to digest and start making recommendations.

Action: - Kim W -- Add each of the topics to the agenda for next meeting.

Optional Topics: No discussion.

- 2014 grants - US Lacrosse AED & PE Programs
- Branding efforts

Next Meeting –

Tuesday, September 3

7:00 p.m.

New Hope Ice Arena, Meeting Room 1

Adjourned