

## 1. Call to Order

## 2. Attendance

Guest - Terry, Larry

## 3. Approve Minutes of Last Meeting

Minutes approved from last week – Aaron

2<sup>nd</sup> - Dawn

## 4. Public & Member Comments

## 5. Reports of Officers and Committees

Dawn Healy / 5 min

### **5.1. Treasurer**

None at this time.

Larry Christine / 5 min

### **5.2. Registrar**

Larry will print new rosters for coaches.

Nothing about game cards yet.

Teri Horton

### 5.3. Office Manager

#### Registration Numbers:

Spring Travel - 12

Spring Recreation - 91

Fall Tryouts - 124

Jessica Derrickson

### 5.4. DOC

#### Jessica Derrickson

1. 3v3 Advertisement- Registration should be opening soon and advertising can start. I will be preparing flyers for coaches to give to their opponents at games.
2. USC 11v11
3. Futures are set for Sundays in the Spring
4. Referee Meeting was this evening- evaluation cards will be used again. Referees are asked to watch a series of training videos and submit to the office to be placed in their referee portfolio
5. Coaching Portfolios- I will be setting up Coaching portfolios that will contain the resume and acquired licensing and diplomas. Player evaluations and team information will be placed in the portfolios.
6. Rec Curriculum- Curriculum was sent to the coaches along with a video explaining the build-out line.
7. Training Materials- I would like to start a training library somewhere in the clubhouse that can be locked. We should also consider purchasing more training materials and perhaps provide a coaching bag for each of our travel teams - bag would be returned at the end of the season.  
For Rec Coaches - Purchasing cones and additional training items. . . .

Megan Klinger / 5 min

### 5.5. VP of Boys Travel

- Going to go to try-outs and promote try-outs.

Scheduled end time: 8:15 PM

Kristin Myers / 5 min

#### **5.6. VP of Girls Travel**

- No update

Scheduled end time: 8:20 PM

Adam Green / 5 min

#### **5.7. VP of Recreation**

- No update

Kevin Catlin / 5 min

#### **5.8. VP of Facilities**

- Outside pepsi machine needs to be serviced. - Terry will call for service.
- Remove the single Pepsi machine from inside the concession stand. Terry will call and figure out when the removal can happen.
- Key needs to be provided to Pepsi so delivery can be dropped.

Kevin Catlin / 5 min

##### **5.8.1. Flood/Insurance Update**

- Vote - AC Rimmer Piping Upgrade

Approve \$1918 - Manifold and piping and moving water heater

Motioned made by Kristen to approve all work.

Seconded by Adam

All in favor

No Due Date

Kevin Catlin

### 5.8.2. Spring Field Set Up

Everything set and ready to line on Saturday 3/23, will be done by Sunday.

Kevin Catlin / 5 min

### 5.8.3. Misc

- Facility Equipment/Supplies - how to buy?

Needs - fence along fields on lower fields \$500

Misc items - total of \$600 for facility items.

Motion made to approve facilities purchase Winnona

Seconded by Denise

All Approved

- McLaughlin Shed

Shed is full of mold. Pete Montgomery is working with vo-tech to build a new shed for next year in the Fall.

Patch up shed to make it through this year.

- Selling Goals

Post goals for sell on website. Sell for \$100 POC - Kevin Catlin

- Watering Fields

Kevin will call and ask Paul or Nevin about how to use.

- Wooden Post Removal - Paul has volunteered.

Gregory Holzel / 5 min

### 5.9. VP of Finance

03/20/2019 VP of Finance Meeting Agenda

1) Upcoming/Current Fundraisers

Color Me Mine - March 26 – 28 (Megan has more details on this one)

HersheyPark Tickets - Currently underway. Forms are due in by March 28<sup>th</sup>.

Friendly's Fun Night – Wednesday April 3 from 5-8 pm. If there are specific flyers you would like me to hand out, let me know. I will be there from 5-8. If anyone would like to assist, let me know.

Sub Sale with Gary – Flyers are done. We are looking at have a due date of April 22 (turned in to coach) or at clubhouse Saturday April 27<sup>th</sup>. Pickup will likely be Wednesday May 15<sup>th</sup> 5-7 pm.

2) Spring Photos

I have reached out to TCS Sports Photography (who we have a contract with through spring)

I have requested available dates and to check to see if rates are the same as last year.

3) Fall – Candy Bar sales

I definitely think this will be a good fundraiser venture that will generate good revenues.

We just need to decide on dates for this.

I created a fillable form for this that we could even put on the website, which could be a time saving tool for us and parents

4) I need to reach out to Daniel regarding more information on the OIP.

5) EPYSA Grant

I have begun reviewing how the Grant Application was filled out last year.

i. So far, what I need is :

1. List of Board Members
2. Certificate of Liability Insurance
3. Grant Amount Requested and Supporting Documents (Estimates and etc)

ii. Last year it was submitted in July.

b. I will put together a full list of items I will need for this by the next meeting.

6) Inventory Template – I created one if concession stand would like to use. I do not mind assisting with the beginning of this process.

**See attachment -**

Color me Mine

Hershey Park ticket sells

Fundraiser night at Friendly's

Sub sale with Gary all presorted for rec and travel

Terry - Have everything set for registration by April meeting.

Discussion - Should registration be raised? Will stay at \$155

Denise - Table discussion about raising registration fees until a later date.

Will make monthly payments on Stack Sports or team fee?

Gregory Holzel / 5 min

### **5.10. Ways and Means**

- No update

Scheduled end time: 8:50 PM

Jeff Gonce / 5 min

### **5.11. Sponsorships**

- Quote for OSS sign and banner to hang up on the fence.
- New sponsorship form with start and end date.
- Need to discuss logistics for sponsorships.

Denise Herb / 5 min

## 5.12. President's Report

Denise Herb / 5 min

### 5.12.1. Open Positions

Contract for concession coordinator - Kaylin will vote on contract next board meeting.

Registrar Position - Adam applied and hired will need to work on contract

Field Coordinator - Josh Lucas Kevin Caitlin with follow up with him and discuss position.

Club Coordinator - Rachel Green possible

Tournament Director position still open

- Board be sure to check emails for new contracts for open positions.

### 5.12.2. Dillsburg Shootout

Want to rent two 11v11 fields and three 9v9 fields for 10/12 and 12/13.

See contract attached. \*Need Facilities Coordinator before signing contract.\*

## 6. Special Committees

Gregory Holzel / 5 min

### 6.1. Concessions Committee

- Will meet and keep conversation continued.

### 6.2. Fun Day Committee

[Previous minutes](#)

Fun Day will be on Saturday June 1st. I'm suggesting Sunday, June 2nd as a rain date. Do we need a motion and a vote? Must be by February's board meeting at the latest.

Atomic Bounce has already reached out to me - unless otherwise objected, I will have them book this date.

A budget will be presented at a future meeting.

Tasks and Duties need to be distributed among the Board Members, preferably the "at large" members..

- Bounce House Rental - Adam
- Speaker/DJ/Music - Adam, unless someone else wants to do it, or knows a DJ who would volunteer their time. If nothing is confirmed by April, I'll assume to do it again.
- Food - Last year left us with some challenges. Need to plan this one better. Personally, I'd like to see the concession stand ramped up. I think a good idea may be to provide a "meal ticket" to the players and their families (though the coach), that will get them a hot dog, chips and drink from concession. - Someone needs to coordinate
- Game Play - There has been different opinions on game play -- some prefer a randomized round robin type of thing, others want to "win". My bracket did not work properly (for some groups) mainly my fault. Where it did work, some of the kids (especially U5/6) played until nearly 1pm - I need to avoid this. If someone is willing to tackle game strategy, please let me know.
- Parking - Need BOD Volunteer
- Trash Duty - BOD Volunteer
- Other Thoughts - Form a Committee and present to the board at February's meeting?

Form a committee for Fun Day -

Dawn

Denise

Kirsten

Megan

Jess

Scheduled end time: 9:15 PM

## 7. Unfinished Business

Denise Herb / 5 min

### 7.1. Policies

1. Paid Employee Policy - Discuss at next meeting
2. Discount Policy - See attached.

Scheduled end time: 9:20 PM

## 8. New Business

Jessica Derrickson / 5 min

### 8.1. United Soccer Coaching Membership Renewal - Needs vote

#### Discussion

1. Offering 11v11 training with this approval
2. Additional discussion found in minutes from January

Motion made by Denise for approval

Seconded by Megan

All approved.

#### No Due Date

Scheduled end time: 9:25 PM

Twin Ponds Concession stand 3/30 at 8am - Adam will attend

Items of interest

Pizza Warmer - brand new \$750-\$2000

Pretzel Warmer - brand new \$630 - \$1800

Hot Dog Roller

Priority item - Stainless Steel Table - brand new \$300-

Motion made to provide provide a budget of \$1000 with each bid not to exceed \$250

Seconded by Megan

All Approved

Board Position - open at large and need to Recreational Coordinator once Adam take Registrar position

As discussed last week EPYSA requires us to have a designated Risk Manager and Insurance Coordinator on the board. What are people thoughts on making the registrar a board position? I have seen this at other clubs. This would also allow us to designate this position as the Risk Manager as well. We would then just need to assign an Insurance Coordinator. I am going reach to EPYSA this week to see if I can get more information on this and what this position is responsible for. - **Will present at the next board meeting.**

## 9. Ending Items

### 9.1. Date next meeting

4/17/2019 - 8pm