

MEETING AGENDA - Fusion FC Board of Directors

Meeting

Meeting Date Wednesday, January 16, 2019

Start Time 7:00 PM

End Time 9:00 PM

Location Red Land Soccer Complex

Purpose Annual General Membership Meeting followed by Monthly Board Meeting

RSVP

Accepted Larry Christine, Jessica Derrickson, Adam Green, Dawn Healy, Denise Herb, Teri Horton, Chris Muth, Kristin Myers, Winnona Piazza, Kevin Catlin, Jeff Gonce, Dan Hemmerich

Tentative None

Regrets Aaron Shenck (available by phone)

No reply Robert Rusnell,

Guests Megan last name - Josh Plaza

Meeting documents None

Agenda [Expand all](#)

1. Annual General Membership Meeting

1.1. Attendance

Larry Christine, Jessica Derrickson, Adam Green, Dawn Healy, Denise Herb, Teri Horton, Chris Muth, Kristin Myers, Winnona Piazza, Kevin Catlin, Jeff Gonce, Dan Hemmerich

Not in attendance - Aaron Shenck (available by phone)

Guests Megan Klinger and Josh Plaza

Scheduled end time: 7:00 PM

1.2. Explanation of Voting

13 present to vote

Scheduled end time: 7:00 PM

1.3. Nominations

Aaron Shenck

Adam Green

Kevin Catlin

Kristen Meyers

Winnona Piazza

Greg Holzel

Megan Klinger

Josh Plaza

Scheduled end time: 7:00 PM

1.4. Voting

Aaron Shenck

Adam Green

Kevin Catlin

Kristen Meyers

Winnona Piazza

Greg Holzel

Megan Klinger

President - Denise Herb

VP Boys - Megan Klinger (3 years)

VP Girls- Kristen Myers (1 year)

VP Rec - Adam Green (3 years)

VP facilities - Kevin Catlin (1 year)

VP Finance - Greg Holzel (2 year)

Treasurer - Dawn Healy

Secretary - Winnona Piazza (2 year)

At large - Chris Muth

At large - Jeff Gonce

At large - Aaron Shenck (3 years)

Scheduled end time: 7:00 PM

Dawn Healy / 5 min

1.5. Annual Financial Report

Report provided by Dawn Healy - See attached.

-Need to take into consideration savings for property maintenance.

Scheduled end time: 7:05 PM

2. January Board Meeting

Denise Herb

2.1. Public & Member Comments

Floor will be opened for any club members or the public to express any concerns, comments or proposals.

Scheduled end time: 7:05 PM

Denise Herb

2.2. Determination of Roles

Scheduled end time: 7:05 PM

Adam Green / 5 min

2.3. Roberts Rules of Order

Let's start 2019's new board with a refresher on Roberts Rules of Order. Please review the following website found that makes it pretty easy to understand how it should work -

<https://www.boardeffect.com/blog/roberts-rules-of-order-cheat-sheet/>

Not being a position of many words, I often find the Board Meetings frustrating, confusing, and difficult to follow. We have made great strides in the last few months, and it has been significantly better, so let's see if we can perfect this. I borrowed the following from the above mentioned website -

- Follow the agenda to keep the group moving toward its goals.
- Let the group do its own work; don't overcommand.
- Control the flow of the meeting by recognizing members who ask to speak.
- Let all members speak once before allowing anyone to speak a second time.
- When discussions get off-track, gently guide the group back to the agenda.
- Model courtesy and respect, and insist that others do the same.
- Help to develop the board's skills in parliamentary procedure by properly using motions and points of order.
- Give each speaker your undivided attention.
- Keep an emotional pulse on the discussions.
- Allow a consensus to have the final authority of the group.

Please remember, general discussion should be avoided on a topic. This leads us away from the objective being discussed. (We "squirrel" a lot.. Denise has done a good job to try to bring things back to order, but we need to continue to be mindful of this) The board meeting is to present a topic, your suggestions and recommendations to allow the board to review, debate or vote on your topic. If the topic that is needing review requires lengthy discussion, decisions, etc, a committee or group should be formed to decide what is best, and then present to the board.

There is often talking over one another, or it is very difficult to "get your .02 in". The president or BOD running the meeting should always allow anyone to speak, with undivided attention from all. Please hold objections or comments until after the person has finished talking.

I'm just trying to give some advice to help all of us make the most out of our time given and to get us to be more productive.

Thank you !

Adam - Rec Directors

Email will be sent out with Parliamentary procedures and expectations for Board Positions.

Scheduled end time: 7:10 PM

3. Standing Items

Jessica Derrickson

3.1. Review Agenda

Scheduled end time: 7:10 PM

Denise Herb / 15 min

3.2. Break

Allow for new member to review items to be voted on.

Scheduled end time: 7:25 PM

Jessica Derrickson

3.3. Approve Minutes of Last Meeting

Motion to Approve minutes - made

Scheduled end time: 7:25 PM

4. Old Business

Adam Green / 5 min

Motion to adopt policy made by Adam

Seconded by Chris Muth

All passed

Correcting what was not in place. Will be shared with complete club.

Next steps:

- Communicate to Membership and Coaches
- Include acknowledgement box as part of Fall registration
- Post to website

Scheduled end time: 7:30 PM

Aaron Shenck / 5 min

4.2. Tryout Policy

Motion to adopt Tryout Policy - Denise Herb makes motion

Seconded by Kevin Catlin

Motion passed by all

Next Steps:

- Communicate to membership and coaches
- Post to website
- Update Travel Soccer FAQ's (currently posted on parent rec page)
- Needs to be reviewed with the coaches
- FAQ page needs to be updated for both rec and travel - delete old one and update new one. Will ask Aaron to make updates.

Scheduled end time: 7:35 PM

Denise Herb / 5 min

4.3. Roles and Responsibilities

Motion to post jobs for the following positions: Denise makes motion to post the positions for the following after it is decided what the job type for each -

- Registrar
- Club Coordinator
- Facilities Coordinator
- Concession Coordinator
- Club Operations Director
- Tournament Director

Opened to discussion -

Will there be salary posted for each position? Need to define are these position contractual or paid employment.

Do all paid employees already employed have to re-apply? - YES

Motion seconded by - Adam Green

Next Steps:

- Communicate to members and post to website and Facebook
- Create employment/sub-contractor contracts

Scheduled end time: 7:40 PM

5. Registrar

Larry Christine / 1 min

5.1. CPYSL Team Counts

Spreadsheet provided to Larry Christine

Scheduled end time: 7:41 PM

Larry Christine / 5 min

5.2. Registrar Proposal

Request made for Registrar position a paid employee position (taxes removed) paid monthly - Larry Christine

Motion made to table proposal for more information - Dawn Healy (next meeting)
Motion Seconded by Denise Herb

Scheduled end time: 7:46 PM

6. Office Manager

Teri Horton / 1 min

6.1. Spring Only Registration

Spring only registration will be coming shortly, finally received the video instructions from the new registration company. If you receive emails please advise parents to check the website/facebook page for updates.

Check Content of Website by all board members.

Scheduled end time: 7:47 PM

Teri Horton / 1 min

6.2. Office Moving to Gmail email address

I will be sending out an email to board and membership shortly; however, the admin@fusionfcpa.org email address will be the main address that should be utilized for all correspondence sent to the office.

*Should be position associated email accounts created and anti-bullying email account. Terry will set the accounts.

Scheduled end time: 7:48 PM

7. DOC

Jessica Derrickson

7.1. Winter Clinics

Futures- 49

Better strategic plan for more adult involvement. Not enough adults to maintain 49 children.

Denise - suggestion - ask parents to be involved to support behavioral issues.

Jess to email owner to ask if rink owner can open doors 10min early to allow for check in and about payment terms

Foot Skills- 38- may be adding a few others

Megan Klinger and Jeff Gonce refund for their children if they are going to volunteer to assist.

Scheduled end time: 7:48 PM

Jessica Derrickson

7.2. Refunds

Refund for Glusco for the Spring season - \$50 to be refunded

Refund for Hoover for Foot Skills - \$50 to be refunded

Scheduled end time: 7:48 PM

Jessica Derrickson

7.3. 3v3

All paperwork has been submitted for the 3v3

Once approved, advertising can start

Scheduled end time: 7:48 PM

8. New Business

Denise Herb

8.1. CPYSL Annual Meeting Update

Team counts are due February 1st

Spring League Fees are due February 8th

Cannot start any games on field 5 and 6 until 11:30.

Spring season will open April 6th only 7 games in the spring. Lowering Spring league fees to \$100.

Only people that can contact CPYSL are the VP Girls/Boys and President or Registrar

Inform Coaches - If problem with refs fill in the comment box when reporting scores.

Required to send a member of the club to vote - Denise and Jess will attend February 23rd.

Scheduled end time: 7:48 PM

Adam Green / 5 min

8.2. Rec Soccer Spring Season

The Spring Rec Season will begin the week of March 18th, weather permitting.

First Game - March 30.

No Games - Easter & Memorial Day Weekend - 4/20 & 5/25

Fun Day - June 1.

\$110 to register -

8 games with 1 more for a total of 9.

Forward questions to admin@fusionfcpa.org

Scheduled end time: 7:53 PM

Adam Green / 5 min

8.3. Fun Day

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

No Due Date

Scheduled end time: 7:58 PM

Chris Muth

8.4. Spring Field Set Up

Pending weather fields will open the week of March 18th for practice.

Rec Games begin - April 6th

Travel Games begin - April 6th

Action Item: Determine field set up day/days

Due Date: 1/16/2019

Denise will email Kevin about logistics.

Scheduled end time: 7:58 PM

Denise Herb

8.5. Spring Fundraiser

Color Me Mine - fundraiser right before Mothers Day.

Megan Klinger

Kristen Meyers

Denise Herb

Fall- proposal

Fun Run?

Scheduled end time: 7:58 PM

Adam Green / 5 min

8.6. Clubhouse Cleanup

I'd like the board to motion and approve removing/recycling the following items -

- TV and Stand with VHS player - do we use? Can this be recycled? If so, I'll take care of it since York County residents are entitled to cost free electronics recycling. **Yes - recycle**
- Metal desk - move? I suggest we move it down to the basement to make an "office" for the proposed facilities person - **move downstairs**

- Broken/bent chairs - may we dispose? **Yes - toss**
- Pepsi Machine - Please remove/move or repair before spring season. It's plugged in AGAIN! - Remove the soda machine outside, call pepsi to remove.
- Arizona machine/freezers down stairs, slurpee machine - scrap? How can we remove these items to clean up? They're a waste of energy running 24/7 empty.

I'm asking for a motion to approve removing and properly disposing of the above said items, and move the desk downstairs.

No Due Date

Scheduled end time: 8:03 PM

Chris Muth resigns from at large position.

Vote to fill vacant position

Motion made to fill position with Josh Plaza - Dawn Healy

Seconded by - Denise Herb

Motion passed by all

New signing members -

Motion made by Dawn Healy

Seconded by Denise

New Signers -

Adam Green

Denise Herb

Kristen Meyers

9. Ending Items

Jessica Derrickson

9.1. Date next meeting

Per normal schedule, third Wednesday of month, February 20, 2019

Scheduled end time: 8:03 PM

