

Meeting Minutes - Upper Loudoun Youth Football

The monthly meeting of Upper Loudoun Youth Football was held at the Purcellville Train Station in Purcellville, Virginia on the 2nd Day of December 2019.

The following officers, members, and guests were present:

Rob Green	Michael Kabban	Robert Sellers
Shannon Anderson	Rob Anderson	Keith Hudson
Jacqueline Knupp	Stacey Schoeffler	Don McKinley
Dan Jeffers	Jennings Stambaugh	Jeremy Arnold

The meeting was brought to order by Rob Green at 7:02pm.

Tonight is the annual Election of the ULYFL Board of Directors.

The election is held and facilitated in accordance with the current January 2019 ULYFL By-Laws, including, but not limited to the following standards and expectations.

**Section 5.6:** Failure of any officer to attend any **8 regular meetings** of the Board or a total of seventy-five percent (75%) of such meetings during any twelve-month period shall be cause for that officer's removal, at the discretion of the Board. At time of removal, the Board may take action to re-elect a new officer by an affirmative vote of a majority of the officers remaining in office and that officer shall hold office until the next annual meeting at which officers are elected.

**Section 5.7:** Vacancies. If a vacancy in the Board occurs during a term for any reason, the President will **nominate a replacement and the Board will vote to affirm or reject the new member**. An officer elected to fill a vacancy caused by resignation, removal, disqualification, or otherwise, shall be elected to hold office until the next annual meeting at which officers are elected. A vacancy that will occur at a specific later date, by reason of a resignation effective at a later date, may be filled before the vacancy occurs, but the new officer may not take office until the vacancy occurs.

**Section 5.9:** A **criminal background check** shall be conducted on all members of the Board, including the President, Vice President, Secretary, Treasurer, Fundraising Coordinator, Field Coordinator, Equipment Manager, Player Agent, Cheerleading Coordinator, Concession Coordinator, Public Relations Director, Instructional League Coordinator, Press Box Coordinator, Scheduling Coordinator, Volunteer Coordinator and Scholarship Chairman within 60 days of election of officers. Any instances of violence or abuse documented through a background check will be grounds for exclusion from ULYFL participation at all levels. The results of background checks will remain confidential and will not be made available to the public. **Failure to complete a criminal background check will result in the immediate disqualification from service on the Board.**

Board Positions	Term	2020 Nominees	Write in Candidates	Voted In
<b>Vice President</b> (Must have held previous ULYFL Board Position for 24 months)	2 Year ending December 2021	Aaron Kielhorn	None in attendance or reported	Aaron Kielhorn
<b>Secretary</b>	2 Year ending December 2021	Jeremy Arnold	None in attendance or reported	Jeremy Arnold
<b>Equipment Manager</b>	2 Year ending December 2021	Charles Wallace	None in attendance or reported	Charles Wallace
<b>Director of Players and Safety</b>	2 Year ending December 2021	Peter Rhoads	None in attendance or reported	Peter Rhoads
<b>Cheer Coordinator</b>	2 Year ending December 2021	Shannon Anderson	None in attendance or reported	Shannon Anderson
<b>Press box Coordinator</b>	Completing Aaron Kielhorn's term, ending December 2020 (1 Year)	Rob Anderson	None in attendance or reported	Rob Anderson
<b>Instructional League Coordinator (Flag and D)</b>	2 Year ending December 2021	Jennings Stambaugh	None in attendance or reported	Jennings Stambaugh
<b>Volunteer Coordinator</b>	2 Year ending December 2021	Jacqueline Knupp	None in attendance or reported	Jacqueline Knupp

<b>Scholarship Committee Lead</b>	2 Year ending December 2021	Jimmy Hill	None in attendance or reported	Jimmy Hill
<b>LYFA Lead</b>	2 Year ending December 2021	Keith Hudson	None in attendance or reported	Keith Hudson

Committee updates:

**LYFA Report**

- Other leagues will be holding elections next week. One major element for LYFA is the renewal of the LYFA MOU that needs to be handled immediately after their elections.
- Possible 7th and 8th grade combination is on the next LYFA agenda. The major issue is safety, and two team differences. Historical solutions to this were solved by the legacy 2nd quarter rule. More to come on this.
- Another agenda item were for the playoff format prior to LYFA.
- LYFA board agenda item is up for conversation. Potential to form a LYFA board, that would govern county-wide rules and adherence.

**Treasurer’s Report**

For comparison purposes the 2018 Year end balances were:

- Building: \$504,435.02
- Operating: \$241,156.04
- Scholarship: \$43,124.49

Balances as of Dec 8 2019

- Building: \$505,947.51
- Operating: \$232,046.62
- Scholarship: \$40,237.90

**Fundraising**

- No Report

**Cheerleading**

- Working on the Christmas parade. Signup will be delivered tomorrow.

**Equipment**

- Plenty of inventory for Spring Ultimate Flag.
- Helmets will be shipped out at the end of month for reconditioning the week of the December 16th.
- We will schedule a final equipment pickup this Thursday, December 5th, from 6pm to 7pm.
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**Field Coordinator**

- No Report

**Concession**

- No Report

**Director of Players and Safety**

- No Report

**Press Box**

- No Report

**D League**

- Ultimate Flag registration is going to open up this week. We will publish the rules and details of the league in the registration system.
- We will also open registration for coaches in close proximity to Ultimate Flag.
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**Public Relations**

- No Report

**Volunteer Coordinator**

- No Report

**Scholarship Chairman**

- No Report

**Old / New Business**

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VP:

- Fields Farm future potential field access needs to be considered and discussed with the County. The board members present have expressed a strong interest.
- Dec 12, is our volunteer appreciation night.

President:

- Rob Green: At the conclusion of the 2019 elections, in accordance with the ULYFL by-laws has formally resigned effective immediately and has nominated Robert Sellers as his successor in accordance with the ULYFL bylaws. Michael Kabban motion; 2nd, Jacqueline Knupp. All in favor, vote unanimous.

The next meeting of Upper Loudoun Youth Football will be at 7pm on January 6th at the Purcellville Train Station.

There being no further business the meeting was adjourned at 7:57 pm.