

Fusion F.C. Board of Directors

Date: Wednesday, August 20, 2025 **Time:** 8pm **Location:** Fusion FC Clubhouse

Time	Topic / Discussion Item	Facilitator																																															
	Meeting called to order: Called to order at 8:02pm by Nicki Wilson.	Ashley Rehm																																															
	<p>Attendance:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="width: 30%;">Name</th> <th style="width: 30%;">Position</th> <th style="width: 40%;">Attendance</th> </tr> </thead> <tbody> <tr><td>Ashley Rehm</td><td>President</td><td style="text-align: center;">NO</td></tr> <tr><td>Nicki Wilson</td><td>VP of Boys</td><td style="text-align: center;">YES</td></tr> <tr><td>Rich Marciano</td><td>VP of Girls</td><td style="text-align: center;">YES</td></tr> <tr><td>Andy Leen</td><td>VP of</td><td style="text-align: center;">YES</td></tr> <tr><td>Andrew Smeigh</td><td>VP of Facilities</td><td style="text-align: center;">YES</td></tr> <tr><td>Autumn Talley</td><td>VP of Finance</td><td style="text-align: center;">YES</td></tr> <tr><td>Chad Evans</td><td>Treasurer</td><td style="text-align: center;">YES</td></tr> <tr><td>Jen Wolf</td><td>Secretary</td><td style="text-align: center;">YES</td></tr> <tr><td>Justin Kunkel</td><td>At Large</td><td style="text-align: center;">YES</td></tr> <tr><td>Heather Flook</td><td>At Large</td><td style="text-align: center;">NO</td></tr> <tr><td>Ian Hutchison</td><td>At Large</td><td style="text-align: center;">YES</td></tr> <tr><td>Teri Horton</td><td>Office Manager</td><td style="text-align: center;">NO</td></tr> <tr><td>Adam Green</td><td>Registrar</td><td style="text-align: center;">NO</td></tr> <tr><td>Scott Mull</td><td>DOC</td><td style="text-align: center;">NO</td></tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Quorum Met (9)?</td> <td style="text-align: center;">YES</td> </tr> </table>	Name	Position	Attendance	Ashley Rehm	President	NO	Nicki Wilson	VP of Boys	YES	Rich Marciano	VP of Girls	YES	Andy Leen	VP of	YES	Andrew Smeigh	VP of Facilities	YES	Autumn Talley	VP of Finance	YES	Chad Evans	Treasurer	YES	Jen Wolf	Secretary	YES	Justin Kunkel	At Large	YES	Heather Flook	At Large	NO	Ian Hutchison	At Large	YES	Teri Horton	Office Manager	NO	Adam Green	Registrar	NO	Scott Mull	DOC	NO	Quorum Met (9)?	YES	
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Approve Minutes from:	<p>☰ May 2025 Board Agenda No quorum met at the June or July meeting, so looking to approve May's minutes. Andy Leen made the motion to approve the May Board meeting minutes. Rich Marciano seconded. None opposed. Motion passed.</p> <p>☰ June 2025 Board Agenda No quorum met at the July meeting, so looking to approve June's</p>																																																

	<p>minutes. Andy Leen made the motion to approve the June Board meeting minutes. Rich Marciano seconded. None opposed. Motion passed.</p> <p>July 2025 Board Agenda</p> <p>Andy Leen made the motion to approve the July Board meeting minutes. Rich Marciano seconded. None opposed. Motion passed.</p>	
Public & Member Comments	Public members in attendance: Jeremey Sterner	
Reports of Officers and Committees		
	<p>President</p> <p>CPYSL- Next Meeting date/volunteer: Wednesday, September 3 at 7pm. <u>Justin Kunkel volunteered to go.</u></p> <p>Mandatory for team representatives (coach/manager/parent) to attend board meetings through Fall and Spring Seasons.</p> <p>Goalie Clinics- 19 players- Good Feedback- Concern: People were able to bypass payment when they registered- need to get payment to Dominic after the last clinic (7/21). <u>Dominic paid, per Chad.</u></p> <p>CPYSL Fines- One is taken care of, two are pending.</p> <p>Suggestion for U8/U9 girls age groups: Run an end of summer/early Fall 3v3 tournament. Talked about a committee to spearhead this idea to get more involved. Chad Evans, Justin Kunkel, Andrew Smeigh, Ashley Rehm, Teri Horton, Rich Marciano, Andy Leen, Nicki Wilson–Needs rescheduled- 7/23 at 8PM Zoom Meeting. <u>Zoom meeting held. Waiting for Ashley to get back for final discussion. Supposed to happen for October 5.</u></p> <p>Practice Jersey Issues Update: tabled to get more details at the next meeting.</p>	Ashley Rehm
	<p>VP of Boys Travel</p> <ul style="list-style-type: none"> - NNO went well - lots of conversations with current and potential players. 	Nicki Wilson

	<ul style="list-style-type: none"> - Need a Halloween parade committee/head as we received negative feedback for not participating last year. Based on previous years, assuming it may take place 10/14, possibly 10/21. Ian may be interested, since their team (Mandy Dyer) will likely be participating. 	
	<p>VP of Girls Travel</p> <ul style="list-style-type: none"> - Nothing to report. 	Rich Marciano
	<p>VP of Recreation</p> <ul style="list-style-type: none"> - Coaches meeting was August 10, had 13/38 coaches attend. - National Night went well, unsure how many used code to waive late fee on registration. - Ref meeting is Aug 24th at 4pm at clubhouse, have 29 kids registered. Do not have head ref yet, only one has applied. Nicki said she will attend to make sure nothing is missed. - 24 rec teams, 229 registered players. Total of 38 coaches registered. - On My Grind Coffee truck will be at two game weekends, 9/27 and 10/25 from 8:30am-12:30pm. Will donate 10% if they sell over \$300. I will provide menu/info to Nicki/Teri to post on social media. - Kona Ice will be here for Opening Day. 	Andy Leen
	<p>VP of Facilities</p> <ul style="list-style-type: none"> ● Talked to Andy Leen about getting more volunteers to work on field lining. Wednesday nights are wide open with most fields available. More discussion next meeting about hiring someone to paint the lines. Can we get through the fall? ● Discussed the landscape contract. When was the last time fields were aerated? ● Door codes for people that paint lines. Fusion Administrator ● Field 1, fence/netting to help keep balls within the field. Look to get a quote before the next meeting. 	Andrew Smeigh
	<p>VP of Finance & Sponsorship Committee</p> <p>Concessions</p> <ul style="list-style-type: none"> -Electrical issue - Chad/Rich investigated. Resolved by September 6? -Add blankets/swag to concession for fall <p>-ACTION ITEM: Teri to send out email for volunteers in concession stand Fusion Administrator</p> <p>Sponsors:</p>	Autumn Talley

-Renewal emails sent 7/15 to all team sponsors and banner sponsors up this fall.
-Confirmed 8 banner sponsors (\$3,700) and 13 jersey sponsors (\$2,100) (\$5,800 for the fall season).

Fundraiser:

-8/27 Begin-9/26: Whoopie Pie Fundraiser. Email will be sent on 8/27 and will begin to handout order forms. Will need volunteers to help sort and during delivery times (10/8 travel pickup & 10/15 rec pickup)

Fusion Administrator **Fundraiser email.**

Treasurer

Members1st Team Accounts: They are threatening to lock all Fusion accounts if not completed by 8/28/25.

- Thorns: Justin and Shayla need to sign to finish
 - Will try to get in this week
- Warriors: LeAnn and Brandon need to sign to finish transfer
 - 8/19 Update: LeAnn requested to remove Brandon and add Scott Morrow. Request for change sent to M1ST
 - 8/20 Update: M1st states LeAnn and Brandon need to sign NOW and they can process paperwork after to remove Brandon and add Scott. LeAnn will be going in 8/20 or 8/21. Waiting to hear back from Brandon.
- Falcons: Jeremy and Sabrina Sterner need to sign to finish transfer.
 - Per email they will sign on Saturday, August 23.
- All other accounts have completed all requirements for the transition.

Referee Fees:

- Teams without M1st accounts
 - U15 Vipers (Ryan Colwell) check in team mailbox
 - U13 Vipers (Kurt Smith) check in team mailbox
 - U11 Red Knights (Sam Leslie) check in team mailbox made out to Chris Brixus (per Sam's request)
- Teams with M1st accounts
 - Transfer completed on 8/20/25

Chad Evans

Concession: \$300 Change & \$40 for Helpers

- Change for change box
 - Completed on 8/20/25
- Helper fees (\$10/hour x 4 hours)
 - Completed on 8/20/25 and in envelope in change box

Recreation Referee Fees: \$180 per week

- \$50 for head referee
- \$130 for others referees (\$10/game x 13 games)
 - Completed on 8/20/25 and in envelopes in the concession change box. Andy is to prepare a spreadsheet for refs to sign off on confirming they were paid.

Members 1st Main Account:

- Transition is complete. Dawn's debit card has been deactivated and Chad has a new card. Access to the new card has been shared with Terri, Autumn and Nicki. Anyone else need access?
- All outstanding vendor invoices and bills have been paid to bring all accounts back up to date.
- Checking and Savings Account Reports:
 - Reconciliation printout brought to meeting
- Outstanding Checks:
 - We currently have fourteen (14) checks from 2019 - 2022 that have never been cleared. By law (Disposition of Abandoned and Unclaimed Property Act (DAUPA) / 3 year dormancy period) we need to make an attempt to contact these individuals. If contact can not be made we must turn over funds to the PA Treasury Department.
 - Chad will work on this. May need help with contact information for these individuals.

Other Bank Accounts:

- Quickbooks shows a checking account with a balance of \$1,840.82. The last transaction was 7/31/2022. Dawn says she believes this is an old account at Truist but doesn't believe she has access to it. She was going to look at it and get back to me.
 - Need to follow up with Dawn/Truist to see what can be done.
- Quickbooks shows \$1,889 in a "Petty Cash" account. The last transaction was 11/30/2022.

- We do not have "Petty Cash". I need to dig deeper into the accounts and find out if this was ever deposited back into the main checking/savings accounts.
- Quickbooks shows \$1,400 in a "Concession Change" account.
 - This account should have been zero'd out at the end of season. I need to dig deeper into the accounts and find out if this was ever deposited back into the main checking/savings accounts.

Business/Vendor Online Accounts:

- Most have been updated with Chads information and new debit card information for accounts with autopay
- Working on remaining accounts. Some have 2 factor authentication with Dawn's information still and need to coordinate availability with her for change to be complete.

Tax Filings:

- Form 990 and BCO10 due in November
 - Will begin coordination with Dawn to complete

CPYSL Fines:

- Fire: \$35 (Paid to Fusion)
- Coyotes: \$156 (Paid to Fusion)
- Thorns: \$25 (Still needs paid)

Need to submit payment to CPYSL.

Insurance:


- Workers Compensation (State Workers Insurance Fund)
- Liability (Selective, auto-renewal in September)
- Any other policies???

Currently checking existing policies to make sure all are current and up to date.

Payroll: (Paysmart)

- Chad has access and is able to process as needed. The account is still technically in Dawn's name. Received authorization form from them and completed and had Dawn sign off on 8/18/25. They are processing the change now in their system.

Reports of Employees		
	<p>Office Manager</p> <ul style="list-style-type: none"> - Two travel players on payment plan, paying as agreed. - Reminder messages for unpaid registrations will go out next week. - Need schedule from board on who is available nightly to open/close clubhouse: <ul style="list-style-type: none"> - Monday: Open: Nicki, Needs closed. - Tuesday: Wolfpack (Autumn, Rich, Ashley) - Wednesday: - Thursday: Wolfpack (Autumn, Rich, Ashley) - Received email from grandparent if we've considered doing targeted fundraiser for driveway. Getting new quotes came up recently, not sure who mentioned it. Discussed millings? - Email to travel teams asked for no Tuesday or Thursday makeup games due to lack of field space. Will consider as last option but would like board support on this. <p>Wednesdays, Fridays, and Sundays are the best days for makeups. Saturday mornings are very busy, so reach out to Teri/Adam to check field availability.</p>	Teri Horton
	<p>Registrar</p> <p>Uniform issues? Nicki spoke about this some. - Emailed Chris.</p> <p>Still waiting on 1 person to finish registration - I have reached out several times to all email on file, and have notified the coach.</p> <p>New Items:</p> <p>Processed and received rosters/ID cards for the 3 travel teams indicating August tournaments. If there are any more, I need to be made aware of them and will process immediately.</p> <p>All other teams are on track to be processed on time.</p> <p>Will be turning to rec to start planning coaches and teams, will work with Andy.</p>	Adam Green
	<p>Recreation Director of Coaching</p> <p>Not present.</p> <p>Scott has been paid for foot skills clinics. -Per Chad</p>	Scott Mull
	<p>Concession</p> <p>See Above under VP Finance (all future updates).</p>	Molly DelCollo Liz Leen

<p>Old Business</p>	<ul style="list-style-type: none"> ● Lock installed in the basement needs a code. Fusion Administrator ● Kelby: Discussed an onboarding packet with CPYSL rules/regs, discussed an onboarding committee (Kelby, Dawn, Rich) and having different sections labeled (Team, Club, and League) with info a new coach would need. Received feedback from 1 coach and will get that out for more feedback. Justin Kunkel offered to help read through the manual. (MOVED TO WINTER DISCUSSION) 	
<p>New Business</p>	<p>Fountain Blu rental for winter sessions? Discussed getting a rental with a turf surface? Justin asked about a trend report from Adam for ages over the last 5 years.</p>	
<p>Ending Items</p>	<p>Next meeting will be held in-person on Wednesday, September 17, 2025 at 8pm at Fusion FC Clubhouse.</p>	
	<p>Meeting adjourned: Rich Marciano made the motion to adjourn the meeting. It was seconded by Chad Evans. None opposed. Meeting adjourned at 9:09pm.</p>	