

Highland Soccer Club Meeting

Hillside Barn Annex

7/25/06

Agenda (subject to Presidential approval)

7:40am Start

17 attendees

Acceptance of Old Business

- Money dispersion- Teams- appeal fee taken out of a team account,
- the coaches would like to be apprised if this does happen. Money was taken out for a red card from previous season. Suggest each team is made aware of team account. Cash policy needs to receive an approval from the Coach.
- Red cards and yellow cards (29 cards were issued to the Club last season) items discussed in the Disciplinary Report
- Appeal: How do you file an appeal? See www.MCYSA.org for proper procedures according to Ron B.
- Bylaws may need some amendments- Ivor drafted a set of bylaws and distributed them. Should people need to see them, contact Ivor or a Board Member.
- Recreation and Travel combination proposed- the mission of each team is different and objectives may vary. Ivor established a set of rules in other environments. Pooled resources from neighboring towns was also discussed. Eric Stanton was invited to attend to address such concerns.

Announcement of New Business

- Schedule and Conflicts-
- see John Grant as a temporary league contact for the Highland Soccer Club.
- If the majority of players can't make the game, you can reschedule. Coaches are in a different category.
- Bill Delfing submitted a scheduling conflict.
- Referees-
- coaches shouldn't criticize referees but coaches should know the rules,
- the recourse to a referee's action is to fill out a referee card after the game, one referee can't see everything,
- as the players get older-some referees allow more liberal play.
- at the beginning of each season referees may be available to discuss new rules and the upcoming season.
- Referees need to ensure the players are safe.
- 3 U-14 teams in the Club may want to play in the same place as a convenience to the teams.
- Field Scheduler may want to investigate this. Respect the referees.

Fields

- Andover Boro, nothing to sit on the sidelines- can benches be made available?
- Goodale Field was recently evaluated
- Pope John may also be considered for a possible donation

- Long Pond School as a full size field- a letter from the Highland Soccer Club to the Board of Education to help by the next meeting by August 19
- Evergreen

Field Maintenance

- Chemlawn may be considered for field maintenance
- Other considerations-discuss these issues with the town and Tom Walsh
- Board of Education for FMB for a small sided field
- Field Scheduling meeting on August 7th through MCYSA
- Can the Abbey be used? Athletic Director may need to be contacted
- Flags and paint (25 cases have been ordered)

Equipment-

- every team should be given two game balls, no one showed up to drop off old equipment, first aid kits-
- Dave has 5 new first aid kits- no chemical ice packs- bring real ice packs,
- Club should distribute first aid kits to each team,
- does any team need size 5 balls? Steve Lyons

Audit-

- books will be dropped off in August
- **Tax Exempt Status-**
- 5013c status is still being worked with Karen Plaza

Background Checks-

- can be facilitated once the 5013c gets established
- Highland Soccer Club may be ahead of most organizations

Team Registrar-

- team roster form is now on the www.mcysa.org and the form has to be downloaded and completed (registration roster) by the beginning of the season,
- Form must be completed in alphabetical order.
- Get them to Ron Bottoni a week before the season.
- Only league contacts and one other person can register a team in the Club.
- Suggest one evening to do a mass registration.
- Jackie Hueblig is a notary and will be asked to attend the August 16 Registration meeting here.

Balance of Teams- Financial Disclosure-

- Treasurer will have financial disclosures on August 16th.
- Finding League Contact-should be the same as the Club President, as suggested by Ivor
- Finding Field Scheduler- open to anyone involved in our Club
- Bylaw Updates- submitted by Ivor

Misc. Issues-

- web site was temporarily down but is now up, www.highlandsoccer.com , proceed directly to Network Solutions
- Red Bull Professional Soccer team is offering a sod give-away
- Inventory of fields: goals are okay at Goodale,
- Nets are terrible,
- goals have bar-codes,
- Goals at Nursing home are not safe- should be taken down,

- Quick-goals should be moved from Hillside to Long Pond once permission is received, goals should be brought down during the winter to help save the nets.
 - Dave handed out stakes to secure the goal- big U shaped ones worked best.
 - Small sided field may be available at Evergreen field- Mickey may be the point of contact
 - Bylaws will be tabled for next month's meeting
 - Club should buy a laminating machine- Ed will donate one from the PBA.
- Announcement of Next REGISTRATION Meeting- Tuesday, August 15th at the Hillside Barn Annex at 7:30pm pending Jackie Hueblig's schedule**
- **Next Club Meeting Tuesday, August 22nd here at the Hillside Barn Annex at 7:30pm**
 - **Meeting concluded at 9:00pm**
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Last Month's meeting minutes

Agenda

Highland Soccer Club Meeting

June 27, 2006

Hillside Barn Annex

7:40am

Attendance: Sheet submitted but needs to be added to the minutes

Financial:

- **Dave distributed team accounts**
- **Review of all pages,**
 - ♣ **Page 1**
 - ♣ **Page 2, some teams already collected money**
 - ♣ **Page 3, some equipment has been purchased, balls, stamps, first aid kits, etc.**
 - ♣ **Page 4, itemized breakout of teams and club,**
- **Club balance is 14,085.92**
- **Acceptance of the Treasury Report**

Equipment

- **What items do we need?**
- **Goals for the Nursing Home Field,**
- **Nets needed for Goodale,**
- **Assess equipment needs,**
- **Take down nets over the winter**
- **Dave is available Saturday morning to assess all the needs-**
- **Club will pay for any identified needs**
- **10:00am this Saturday Morning at the Nursing Home-**

- Two game balls for each team
- Equipment will be collected or inventoried on June 30, Friday, Dave 6-7:30am at Goodale and Saturday, July 1, 9:00am-10:00am at the Goodale
- Corner Flags- keep them unless you are not coming back
- First Aid Kit are needed- ice is preferred over ice packs
- Equipment should be inventoried- sheet of equipment

Referee Fees

- Honor system- full money was paid at the beginning of the season
- 3 ref system for higher club,
- 1 ref for lower levels,
- Any extra money should be put towards the Club,
- Integrity issue

501C3 Tax Exempt Status

- Karen Plaza is assisting the Club,
- Package has been submitted to file for tax exempt and non-profit status, Partnership is continuing,
- Charges are minimal for Karen Plaza's services
- Karen charges less money than other people,
- State needs to look at it once it has been finalized

Audit status

- In progress with Dave Henderson from the Sparta Accounting Firm to continue conducting an audit of the Club
- Audit could be done every year

Background Checks

- Ed Conrads- may be able to use an existing number to start the process
- Andover Township will receive an extension
- Many entities are in the same situation
- Chief Coleman said the length of the background checks would last 3 years
- Fingerprint coaches and assistants, not team Moms
- Are other Clubs in the process of 501C3
- Lynn will give Chief Coleman a call to resolve
- Tax Exempt Number is needed, State and Federal Number

Lining of Fields

- Paint kept in the Goodale Field
- Mickey D.: Evergreen
- Dave Snyder: Goodale
- Bill Delfing: Andover Boro

Registration for July 1

- **League contact report**
- **Deadline is due today and every team has complied**
- **Registration is due to the league by July 1**
- **Forms need to be sent in to MCYSA**
- **Team packets will be distributed at the Registrar's meeting on July 20**
- **Preseason conflict for the Fall Season needs to be submitted**
- **Carding process must be completed 10 days prior to the start of the Fall season**
- **Lots of discipline issues regarding yellow and red cards**
- **Elected now officers for MCYSA, see website www.mcyasa.org for details**

Tryouts:

- **Needs to be submitted by July 1**
- **Should have been done in May not considered later**
- **Tryouts could be a good marketing tool for the Club**
- **Tryouts could be done in Fall for the Spring, maybe for ages 8,9 &10**
- **Consider using impartial evaluation process**
- **Ensure advertising the tryout process**

Fields

- **Chris and Dave will discuss field expansion at the Andover Nursing Home**
- **Nursing Home Fields could be fixed up for either practice or for games**
- **One full sided and one small sided field may be available at the Nursing Home**
- **Cost from registration could be applied to the maintenance of the field**
- **The Nursing Home could save an existing field**
- **Recreation could use the same field**
- **High school coordination from Newton should take place**
- **State Park would be a consideration for a field (to rent for farm use)**
- **State may want to us to consider it**
- **Club would consider the maintenance of the field- could be a short term solution**
- **Goodale may need some maintenance**
- **Lights would benefit the Andover Boro field**
- **Farmers in Green- donate the farmland assessment status**
- **If anyone knows someone with land- share it with the Board**
- **Hampton or Lafayette might want to join if they share the land**
- **Goalie mouths are beat up at the Evergreen Field**
- **Fields need to be staggered and rotated**
- **Pope John may be used to for a price**
- **Northern Lakes pays to use it the Pope John Field**

Team Status

- **9 total teams coming back in the Fall,**
- **No new teams are known at this time**

Lynn

- **League contact did two tasks for a whole year**
- **Club is actively seeking a League Contact Representative**
- **League Contact- Go to the meetings and use some diplomacy**
- **Field Scheduler- finds fields, then put a schedule together, put the times in, each week coordinates with MCYSA**
- **Takes some organization abilities to keep up with the changes**
- **It was suggested that Bill Delfing be the field scheduler but it was not resolved**

Megan's Law Representative

- **Form needs to be submitted**
- **Verification form needs to be done for the coaches, it can be pulled off the NJ Youth Soccer website, www.njyouthsoccer.com**
- **Was every team represented at the meeting? No, Rovers, Panthers and Shine are not represented**
- **Megan Law Forms are due by the next meeting**

Minutes

- **Are up on the website in a day or two**
- **Please look at them and feel free to make comments**
- **Board ultimately approves the minutes**

Camps

- **Aukie- forms are available at the meeting**
- **Eric Stanton will distribute to the Rec**
- **Forms will be uploaded to the Highland Soccer web site**

Recognition by Board Members

- **Do something nice for those who have serviced the Club**

Team Management Issues/Bylaws

- **Need to create language to bylaws**
- **Amend bylaws need to be more robust**
- **Mechanism to put in place regarding coach's behavior and player behavior**
- **Board should be notified of all disciplinary actions**
- **Invite an outside coach to observe for a player disciplinary action**
- **Make the parent aware of the issue for a player disciplinary action**
- **Document the item of a player, coach or fan disciplinary action**
- **Referee is disciplined if they are also out of control**
- **Bylaws do not exist in many neighboring towns including Randolph**

- **Amended bylaws were discussed from John Grant**
- **Include two amendments here**
- **Comments on both issues #1 and #2,**
- **If tryouts are part of the Club, some issues will be resolved**
- **Some teams want to remain as a family**
- **Some teams want to improve or win at any cost**
- **Parents need to support the club at meetings and need to get more involved**
- **Mount Olive has a parent player agreement- Lynn will reference it on our website,**
- **Player code of conduct,**
- **Parent code of conduct,**
- **Coaches code of conduct**
- **No league policy on equal playing time**

Election of Officers

- **Bylaws have targets of improvement**
- **Board interpreted term length June to June or 1 year in duration**
- **Secretary and President were elected mid-year**
- **3 positions- Board voted as elected, not appointed**
- **Term up in June 2007**
- **Lynn expressed concern about the election process**
- **John Grant has two residences in two towns, Sparta and Green**
- **Previous issues were mentioned**
- **Andy would like mention old business- reconciliation of red card fines paid for the team or the individual**
- **Keep the current Board in place and the two vacant positions of Field Scheduler and League Contact need to be filled**
 - **Need to ask parents of existing team if anyone is interested in filling these two vacancies**
 - **Motion was accepted to consider compensating someone to fill these positions**

Next Meeting:

- **Tuesday, July 25th tentative meeting at the Police Station**