



Board of Directors Meeting

7/10/2007

Mansfield SportsPlex

Attendance, Board of Directors:

Position	Name	Present
President	Keith Broyles	X
Vice President	Kelly Kemp	X
Treasurer	Kevin Leavey	X
Secretary	Karen Goulet	X
Registrar	Tiffany Persechini	X
Ways & Means Director	Walter Wilks	
Road Program Director	Mike Smith	X
In-Town Program Director	Dan Murphy	
Field Director	Kent Bongarzone	X
Equipment Director	Matt Savoie	X
Tournaments Director	□	X
Coach/Player Development Director	Darlene Menz	X
Member Relations Director	Larry Cicchetti	
At-Large Member	Jeanne Marie Parker	
At-Large Member	Bob Gemme	
At-Large Member	Cheryl McCarthy	

Quorum: Yes

Attendance, Coordinators:

Boys Road Team	Mike Smith	X
Girls Road Team	Bob Rowe	
Boys In-Town	Dan Murphy	
Girls In-□	Dan Murphy	
Road Referees	Bob Gemme	
In Town Referees	Bob Gemme	
Newsletter	Susan Faasse	
Web Site	Tammy Anderson	
Concessions Manager	Lori MacNeill	
Player Development	Jeanne Marie Parker	

Attendance, Others:

Adam Zaret and Dave Oldow

Proceedings:

Motion to open meeting at 8:10pm by Keith Broyles, President seconded by Darlene Menz, Coach/Player Development Director and all approved.

1. Adam Zaret – update on summer pick-up league.

Fields are approved and ready to go. Pick-up league is for U9 and above. Adam has had many responses from all age groups. Keith asked if there are enough coaches from some of the older groups to help coordinate teams/playing time? And, if so, make sure volunteers have completed the necessary Cory forms, which are available online through the Mass Youth Soccer web site. Signs will be posted by age group at the concession stand. No cost to play but the board will have to absorb the cost for lining of the fields. The object is to keep it as close to the pick up format as possible -- show up and no real commitment from week to week. Sign-up will begin at 5:45pm, volunteers will parcel out the teams and hand them off to volunteers to oversee the games. Adam needs to be put in the system so we won't get charge \$100 from Mass Youth Soccer. The idea is just to have fun and keep it going. The games are scheduled to last until 7:00pm but if the games last a bit longer that's ok. The concession stand will hopefully be open and available to everyone for bathroom use. Who decides games are cancelled due to rain– Kent should be called and the decision will be his to make.

Motion to close meeting at 8:19pm by Keith Broyles, seconded by Mike Smith, Road Program Director and all approved.

Agenda Items:

Motion to open annual meeting at 8:20pm by Keith Broyles, seconded by Darlene Menz and all approved.

1. Board voted and approved to maintain the current structure of the board. The following positions are identified for the 2007-2008 season:

Position

President
Vice President
Treasurer
Secretary
Registrar
Ways & Means Director
Road Program Director
In-Town Program Director
Field Director
Equipment Director
Tournament Director
Coach/Player Development Director
Member Relations Director
At-Large Member
At-Large Member
At-Large Member

Motion to approve the structure of the board at 16 board positions in line with the last fiscal year by Keith Broyles, seconded Tiffany Persechini, Registrar, and all approved.

Motion to close annual meeting 8:24pm by Keith Broyles, seconded by Darlene Menz and all approved.

Motion to open meeting at 8:25pm by Darlene Menz, seconded by Keith Broyles and all approved.

2. Kevin Leavey, Treasurer – discuss and review CPA bids for accounting services.

Researched 5 different CPA firms and sent the same proposal to our current CPA, William T. Kennedy. Kevin walked through the people he contacted, what his thoughts are and his recommendation (see attachment I). Everyone seems to have questions about what the organization is. He explained we aren't looking for someone to come in and audit our books and procedures, but rather, to stay current, stay out of trouble and file all our forms in a timely manner. Randy Dittmar, from Dittmar McNeil & Ferotiito, has some experience with non-profits. In speaking with our current CPA, Kevin was pretty disappointed with his response. He never responded back to the Request for Proposal, so that tells the board a lot. Linda Smith's team put the most work into their response. She sent resumes from all the members of her firm. Kevin recommends Linda Smith for the position--that's where he started and that's his recommendation to end it. There might be additional charges to us from Linda Smith, which would be associated with their staff members who are familiar with QuickBooks. We want to make sure we're compliant with federal and state laws. Kevin's recommendation is based on Linda's recommendation and his overall feeling. She seemed the most enthusiastic about the opportunity. Would they be able to help us with grants? No.

Mike Smith said it would be a conflict of interest. William Kennedy is the most expensive than any of the other proposals received from other accounting firms. Linda Smith's cost to the board based on a review would be \$3,000 for the year. **Motion to recommend Linda Smith, CPA as our accounting firm for fiscal year 2006, by Kevin Leavey, seconded by Keith Broyles and all approved.** Kevin had to leave early, but wanted to note to the board that he agrees to all of Kelly Kemp's recommendations for moving funds. Kelly and Matt Savoie would like a copy of the current tax-exempt form from Kevin.

3. Keith Broyles – tournament update.

Reminder, the Columbus Day Tournament is scheduled for October 6th, 7th and 8th 2007. The application is on its way to Mass Youth Soccer, which is more of a formality. Tournament committee will start to meet at the end of this month. Girls' teams will play one day, boys' teams will play one day and the championship will be held on Monday.

4. Kelly Kemp, Vice President - volunteer appreciation night.

August 5th is volunteer appreciation night and we have 20 tickets available to the Revolution game. We also have 20 tickets available for August 25th Revolution games. There are 4 road-team coaches retiring, the idea is to offer them 2 tickets each. Kelly is thinking of hosting an adult tailgate party for the volunteer appreciation night for those coaches. That leaves 6 leftover tickets--what should we use them for? Tammy Anderson should get 2 sets, Mike Smith will get one and Keith Broyles will get one.

Fundraiser update.

We applied for the Mansfield grant and the Sports Authority grant. If anyone knows of any other grants, please let Kelly know. The letters to the local companies are being formalized tomorrow night and going out next week. If anyone has contacts that we can give these too, let Kelly know. Kent Bongarzone, Field Director, if needed, will contact Jay Barrows to see if there's a better way to generate the letters throughout the town. Keith Broyles spoke with Darlene Bolenger (sp?) from Mansfield Bank and she never returned the call. My Sports Dream fundraiser brought in around \$10,000 direct cash. 1000 labels were returned to us so we should get approximately \$10,000 from that as well. Online contributions were \$2,000. There was about a 20% turnout from the fundraiser.

Future fundraisers should be done earlier in April rather than later in the season. The plan is to generate approximately \$170,000 from fence advertising and there are 3 different levels of advertising opportunities on the website. The Jamboree cost us \$3,000 versus the \$11,000 in past years. Should we offer road-teams the opportunities to participate in the Jamboree next year?

Vote to move cash to fields fund (10K saved from picnic, 10K from last years tournament, \$700 from apparel and 10K from fundraiser checks).

Motion to transfer, assuming it hasn't already been done, \$10,000 saved from the picnic expenses, \$10,000 from last years tournament, \$700 from apparel, and \$10,000 from the fundraiser checks that we received by Kelly Kemp, seconded by Darlene Menz and all approved.

5. Darlene Menz – update on dual-sided soccer for the fall.

We are moving ahead with plans for the dual-sided format this fall. Have we received confirmation from Mass Youth Soccer? They haven't formally signed the agreement, but there are just a few areas to tweak and we'll be all set. There is a recommendation by Mass Youth Soccer that we combine the boys U9 with U10/U11 in the fall rather than combining the U8/U9. U11 has only 5 boys based on current registration. There's the possibility that some of the U9 parents might complain about this. The boys U8, In-town has 55 current registrations. If we combine U9-U11 In-town we have approximately the same (6 teams at each level, rather than 8 teams U8/U9 and 2 teams U10/U11). The U9 have played 6v6 this past season so they would have to go back to playing 4v4 and the U9-U11 will have formal schedule rather than trying to fill-in ad hoc games with road teams. The downside to this proposal is we would have 3rd graders playing with 5th graders, however keep in mind, there are only 5 fifth graders registered.

Coaches In-town meeting set.

The In-town meeting for Coaches is scheduled for August 30th. Should we allow for more time than the scheduled ½ hour? There should be approximately 60 coaches at the meeting? Maybe we could do ½ hour of demonstration and ½ hour of instruction.

Miscellaneous note: There are 11 kids registered for the clinic. If we don't have 25 in the next 2 weeks we'll have to cancel. Lets do an email blast tomorrow reminding parents/kids of the clinic. The blast should be to U5 through U8, since they're the primary ages to participate in clinic.

Other Business

Walter Wilkes-Ways and Means Director. Walter is chasing around town selectman for the status of our grant application. The grant for the engineering study wasn't passed at the town meeting. In order to keep track of money given to the town, Walter proposed that on a yearly basis, we send a letter to the board of selectman along with a copy of the checks to verify we're actually giving money to the town. The board should put a presentation together to the selectman and town manager

sometime in September. We need to keep track and account for all the money given to the town and individual town departments.

Mike Smith-Road-Program Director. There are a total of 35 teams this fall compared to 36 last fall. Results haven't been posted as of yet, but hopefully we'll be able to get it posted to the web site next week.

Kent Bongarzone-Field Director. The field renovating service that we contracted with last year would like to do it again this year. Does it make more sense to do this in the spring? The summer is the best time to do the aeration. They're booked for the week of July 16th. This is a planned expense, it was budgeted. It's been recommended to do this twice a year, but we need more of a commitment from the town. We're not getting our best value. **Motion to approve up to \$15,000 to rejuvenate the fields by Kent Bongarzone, seconded by Darlene Menz, all approved.**

Dave Oldow – uniform costs are a significant expense. Costs of In-town uniforms are about \$20, should or could we recycle some of the newer uniforms? Could we donate soccer equipment to underprivileged kids? Need to see if there is a real opportunity for this.

Karen Goulet, Secretary – approve 6/5/07 board minutes.

Motion to approve 6/5/07 minutes by Karen Goulet, seconded by Tiffany Persechini and all approved.

Motion to close meeting at 9:49pm, all approved.

Next board meeting will be held August 7th at 8:00pm at Mansfield SportsPlex.

Motions:

Motion	Propose	Second	For	Against	Abstain
Motion to open meeting	X	X	ALL		
Motion to close meeting	X	X	ALL		
Motion to open annual meeting	X	X	ALL		
Motion approve the structure of the board at 16 positions in line with the last fiscal year	X	X	ALL		
Motion to close annual meeting	X	X	ALL		
Motion to open meeting					
Motion to recommend Linda Smith, CPA as our accounting firm for fiscal year 2006					
Motion to transfer, assuming it hasn't been done, \$10,000 saved from the picnic expenses, \$10,000 from last years tournament, \$700 from apparel, and \$10,000 from the fundraiser checks that we received	X	X	ALL		
Motion to approve up to \$15,000 to rejuvenate The fields	X	X	ALL		
Motion to approve 6/5/07 minutes	X	X	ALL		

Motion to close meeting					