**Date**: Wednesday, January 3, 2018

**Call to order**: 6:12 pm

**Location:** Waterford Club House

**Board Attendees:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Attendee** | **Position** | **Status** | | |
| Eric B | President | \* |  |  |
| Jason S | Vice-President | \* |  |  |
| Mike P | Treasurer | \* |  | AL,LE |
| Jason G | Secretary | \* |  | LE |
| Jim D | Dir. Of Coaching |  |  |  |
| Matt V | Asst. Dir. Of Coaching |  |  |  |
| Kevin G | Field Scheduler |  |  |  |
| Katie W | Assistant Registrar |  |  |  |
| Matt B | Registrar |  |  |  |
| Andrew C | Maintenance Coordinator |  |  |  |
| Michele D | Uniform Coordinator |  |  |  |
| Craig M | Volunteer Coordinator |  |  |  |
| Kelly L | Concessions Coordinator |  |  | **AL** |
| Erica C | Fundraising Coordinator |  |  | **LE** |
| Other | Non-Board Members (count) | **0** | | |

|  |  |
| --- | --- |
| **Legend** | |
|  | Did not attend |
|  | Attendee |
| **\*** | Executive Board Member |
| **AL** | **A**rrived **L**ate |
| **LE** | **L**eft **E**arly |

Previous Review of Minutes:

* Previous minutes reviewed, items adjusted as appropriate

Consent Agenda Package

* Package reviewed
  + **Motion passed to accept Consent Agenda package 7-0-2 (For-Against-Abstain) = PASS**

Registrar’s Report

* Spring registrations currently at 15 (all groups)

President’s Report

* Pictures – club desires to conduct pictures for 2018 and will arrange early this year (Jason G)
* CJSA
  + New registration platform is a major change from current platform
  + Additional details expected on Jan 27th at CSJA meeting
  + Questions from WSC to be provided to Eric B prior to the meeting (Matt B)
* Spring High School league
  + Eric will explore the possibility of establishing a High School league for WSC
  + Need to discuss with other area towns

Coaching Report (Director of Coaching)

* Winter Skills
  + 6 events in early 2018 (Jan – Mar) for $45
  + Andrew Storton to facilitate
  + Email to be distributed to WSC community by 1/5
  + News to be spread via other channels (newsletters, website, etc.)
  + Registration is open-ended but target registration by 1/9
* Professional coaching
  + DOC has reached out to Tom Butler for further information
  + DOC will prepare a “needs manifest” to present to the club in February 2018 meeting; this will allow the club to shop around for services
  + Needs Manifest to be assembled from club input (parents, coaches, etc.)

Concessions Report

* No updates

New Business

* WSC Elections
  + Secretary: Jason Gray (votes are unanimous, 11-0-0)
  + Uniform Coordinator: Michele Dibuono (votes are unanimous, 11-0-0)
* WSC By-laws
  + Committee assigned: Jason Gray (Chair), Matt B, Kelly L, Eric B, Erica C
  + Target date of June 2018 to present to the board a draft by-law
* Payment to referees for 2018
  + Club agrees that providing coaches the complete amount for referees up-front at the beginning of the season is appealing
  + Club to return in February 2018 with further thoughts about this method for in-depth discussion
* Corporate Sponsorship
  + Table for February 2018
  + Links to Sponsor Prospect Sheet (Google):
  + <https://docs.google.com/spreadsheets/d/1fZiQCDtTmHEf034EkKamc98HzbuLL4aCOKu9EfT4lrY/edit?usp=sharing>
* WSC Pictures
  + Club desires pictures for 2018
  + Jason will lead the effort to schedule pictures for 2018
* Signage update – no signage interest has been provided
  + Signage process is ready to use, just waiting for interest
  + Matt B to add sign form to website (documents) and other areas as appropriate
* Turf Maintenance
  + Options were discussed regarding overseeding, aeration, and sod in the goal boxes – further discussion for February 2018 meeting

Adjourn – 7:32pm

**Action Items:**

Action Items represents a cumulative collection of items assigned during meetings. Unless specified, all Action Items are due prior to the next WSC meeting. Items older than a month are identified as such. Items older than 2 months are to be reassigned or removed.

***All Board Members:***

*Matt B:*

1. *Distribute a blast for Winter Skills by 1/8/18*
2. *Add signage form to Documents section on website, and other areas as appropriate*
3. *Provide list of questions to Eric for SECJSA meeting after awards banquet on 1/9*

*Eric B:*

1. *Assemble a donation proposal to provide to SSC to cover field usage costs (with Kevin Girard, from Sept 2017) – for 2/2018 meeting*

*Jason S:*

*Mike P:*

*Jim D:*

1. *Provide a WSC “Needs Manifest” for professional coaching recommendation/options – for 2/2018 meeting*

*Michele D:*

*Kelly L:*

1. *Propose or collect options on how to increase volunteer participation at concessions for Feb 2018 meeting*

*Erica C:*

1. *Prepare ideas for discussion on how to move forward with corporate sponsorship, and who will do it – use forms as tools to obtain sponsorship – for Feb 2018 (Erica C)*

*Kevin G:*

1. *Assemble a donation proposal to provide to SSC to cover field usage costs (with Eric B, from Sept 2017) – for 2/2018 meeting*

*Andrew C:*

1. *Draft a thank-you letter to the contractor for sinkhole repair and refuse clearing (with Jason G)*

*Jason G:*

1. *Send DOC and the board the October 2016 minutes with the YES presentation*
2. *Draft a thank-you letter to the contractor for sinkhole repair and refuse clearing (with Andrew C).*
3. *Collect, store, and organize any/all blast emails that the club has distributed with the intent for ease of use in the future – some emails include*
   1. *Email about Winter Skills*
   2. *Email about registration dates*
   3. *Email about Tryouts*
4. *Begin a plan for By-Law drafting – target June 2018*
   1. *Ask Kevin/ Matt for contact information of Matt Cavasino, and other law-knowledgable individuals for assistance*
   2. *Distribute an outline of steps to the committee*
5. *Schedule pictures for WSC for 2018*
   1. *Ask Kevin / Andrew for contacts of vendors*
6. *Printout December minutes, add to binder*
7. *Add Erica Casper’s link to Prospective sponsors to the minutes*
8. *Add agenda items for future meetings:*
   1. *Professional coaching “Needs Manifest” for February 2018 (Jim)*
   2. *Further discussion on field maintenance options for February 2018 (Andrew, Eric)*
   3. *Add concessions ideas discussion for January 2018 (Kelly)*
   4. *Add referee payment discussion for February 2018 (Eric, all)*
   5. *Add discussion for REC extending to U10 for February 2018 (Jim)*
   6. *Add discussion for Waterford/East Lyme Soccer Jam to occur end of April 2018 to the February 2018 agenda (Matt B)*
9. *Process administrative items (ongoing)*
   1. *Write minutes and circulate for review and Post finalized minutes*

1/06/2017 JAG