# Meeting Minutes February 19, 2013

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| **Team:** | UMYA Board | **Date:** | 2/19/2013 |
| **Start Time:** | 7:35pm |
| **Facilitator:** | Matt Skekel | **End Time:** |  |
| **Minute Taker:** | Liz Vogel | **Location:** | Upper Milford Township Building |
| **Members Present:** | Matt Skekel, Jason Boulrice, Barry Williams, Lisa Amey, Kim Cramsey, Rob Mutchler, Harry Marangos, Mike Naratil, Kathy Nowroozani, Matty Mory, Liz Vogel | | |
| **Notes from Meeting** | | | |
| **Old Business:**  January minutes were reviewed.  Mike motion to approve minutes; Barry seconds – all in favor  Matt discussed meetings running too long. Respect others time and continue to move meetings along.  **Post card mailer**  Barry – all were completed and mailed  875.00 paper mailing with new expansion area  150.00 with tabs – about .03 a piece  1275.00 – for printing and mailing 5500 mailers  Used to spend 2400.00 for quarterly mailing  Room reserved 9-12 at township building for walk-in registration this Saturday 2/23  **Executive Reports:**  **President - Matt**  Lincoln festival did we want to participate again this year. We received about 10 people to come to UMYA through doing this last year. Dates this year May 29th Wednesday – 4-7 @ Lincoln elementary school to promote UMYA sports. All were in favor of participating.  It was up in the air if there were any other festivals we could attend. Possibly - Macungie festival , Jefferson, Shoemaker – Kim will contact school district to see if these other schools are holding this type of event and report back next meeting.  Family fun date last year was 1st week of June - All agree to June 2, 2013 with times of 1-5 @ Lenape  Annual Budget – total UMYA budget has not been set in the past – has been done per sport – will have ready for March meeting.  **Vice President – Jason**  Nothing at this time  **Treasurer – Kim**  Presented account statement, all bills are paid to date. $9,628.14 in account to date – does not include what is in paypal  Paypal has about 2600.00  Lisa said that its 3.8% in fees year to date - it is a different amount per transaction  Paypal is currently being used due to ease, and familiarity.  Kim to look into cheaper merchant companies.  Lisa asked about numbers November meeting it was discussed of about $15000.00 plus paypal in the account at that time. What happened between November and January for such a change in numbers?  – Matt discussed that there were insurances that had to be paid  – Kim has not had a chance to go through Phil’s documentation that he had passed down – she will look into it discuss again in March  Question on protocol for paypal  – Matt would like cash into account asap. Monthly pull from paypal to Susquehanna Bank.  Paypal transactions pulled – Lisa would like to be able to see online banking statements to ensure that funds are going in – Kim can give access for Lisa to view.  Barry asked if all bills are to go to Kim for all uniforms, etc. Kim did approve things coming to her house, but Matt suggested that all should go to PO Box – key unknown (Kim found the key) – the PO Box is located at Old Zionsville post office.  PO Box 83  All bills, invoices to go to Post Office and if received in emails to coordinators who then give to Kim.  **Secretary – Liz**  Bylaws are being converted to a word doc in case anything needs to be adjusted at any time.  Liz asked if these needed to be reviewed as a group – discussion was if there are any issues, or anything that needs to be discussed can be brought up at any time.  **Coordinator Reports:**  **Baseball – Barry**  33 sign ups thus far – comparison 72 by this time in past  Township will be fixing the cement dugouts at Lenape; batting area and all outfield fencing at Jasper.  Alburtis will not have a “A” team – so some possibilities of others coming from there.  Registration has a gap with dates – to not allow younger kids from being able to register without asking – have to be age appropriate for this season for the particular age grouped teams. Contact Barry for questions go on a case by case basis  AA – if there are not enough players – only other place to sign up is Emmaus – those signed up or looking to will be made aware – Lower Mac 28th, Emmaus 3rd final sign up date.  Baseball games with UMYA will begin April 22nd.  Baseball tournament June 15 & 16.  **Softball – Mike**  Pixie registrations are coming in as they have in the past.  Find coach for Pixie team.  Alternative for Pixie – is Emmaus – reg is by 3rd but they would re-open for UMYA to get players registered if there aren’t enough for a team.  Distributed about 400-500 flyers to St. Michael’s school– close to having 2 A’s teams but definitely 1 as of right now.  League meetings – will be on March 12th.  Matt – softball website –there was an advertisement on how to register for Emmaus travel program – he did remove this.  **Basketball – Jason**  Will need to find a new coordinator for 2014 season  **Soccer – Matt**  Spring will have a U7 program this will be co-ed. There is enough interest/registered with the younger ages and will see how it goes for spring.  Kathy will be U7 and U8 coordinator going forward  Matt will take U10’s and older coordinator  UMYA soccer tournament 2013 will again be on Columbus Day weekend. It will not conflict with the Parkland soccer tournament which has changed to Memorial Day weekend.  KinderSoccer – needs coordinator this position needs to be filled by June 2013 – 4 and 5 yr old age group  Email –will go out to advertise  Kim suggested facebook for free advertising.  **Volleyball –**  Needs a coordinator and get something going for Summer  Discussed summer Adult leagues as well.  **Kickball – Harry**  Nothing to report at this time  **Registrar – Lisa**  Receivables – about $1200.00 to date. All receivables need to be paid by the first day of practice for that sport. In baseball’s case it would be March 25th.  Lisa will be sending outstanding balance reminders, then the coordinators are to follow up if they remain unpaid after the first practice.  March 31st all Baseball should be paid – as well as softball - soccer  Matt will get request for financial assistance for families to Lisa as there have been a few requests.  **Sponsorship – Jason**  Revamped flyer and did give a few out to see about responses. Will get out to all by end of week for review.  Different levels for sponsorship – figuring out how to make it affordable – 1 team of your choice and age group to sponsor for each sport.  All sponsors are linked to website.  Ideas of giving them visuals on homepage – offer name on back of shirt, they are on a rotating banner, logo to put on website- with permission  Trying to figure out a break even number per person came out to:  Average of about $60 per person to break even about $720 per team  About $250 for uniforms per team    Could also offer possible signage out during games for sponsors.  **Equipment – Rob**  Needs budget numbers  **Website – Harry**  107 FB likes – average 3 likes per week  100 people visited last week  Working on getting stats on the website –more info March  Logo for UMYA – suggested to do a competition to design a logo  Kim – suggested when talking to the school district she could ask the elementary schools to do something in the art department and get the kids to create logos for the competition.  It was suggested instead of going to schools – put on website  Next meeting have something put together that can get sent out to everyone in regards to Logo competition – flyer/email/printout – for review  **Snack Bar – Kim**  Donation letter did go out to Hatfield we requested about 1500 hot dogs  Just Born – 585 individual candies being donated  Herr’s will donate  Mid march – snack bar will be ready.  Rob – emailed Kevin in regards to water from nestle for donation  Kim to give Harry all charitable donation information for the website  Possible new snack bar coordinator for Spring  **New Business:**  **Spring Service Day –**  “Clean-Up” day  Rob stated that the cub scouts are looking to do the same thing so we can coordinate with them to ensure a good turn out and more assistance.  It was decided that Saturday March 23rd will be the day – U8 Soccer, Baseball and Softball to work on Lenape and All soccer to work on Jasper.  Will start at 9am - ?? finished.  **Tennis Clinic –**  Tennis clinic was discussed to be held at Lenape. Lots of discussion/concern due to the fees that would be associated for use of the facilities if this isn’t a UMYA sport. Matt will look into this a little further.  **Meeting Time –**  Lisa made a motion that during the months of October through March to move the meeting time to 7pm.  Kim – second the motion  All in favor – motion approved  **Items added to the agenda –**  All agenda items need to be presented to Matt  Lisa would like to add to the discussion for next month   * Team Photos * UMYA night at Limeport Stadium   **New Board Member –**  Matt Mory is interested in becoming a board member  Mike made motion for approval  Rob – second the motion  All in favor – motion approved  **Follow up on background checks –**  Kim was completed  Liz - No – Matt would take care of  **Harry made motion to adjourn**  **Kim second**  **Meeting adjourned at 9:25pm** | | | |
| **Action Items** | | **Who is responsible?** | **Completion Date** |
| Walk-In Registration | | Matt | 2/23/2013 |
| Lincoln Festival | | Matt | 5/29/2013 |
| Contact School District about other festivals | | Kim | 3/19/2013 |
| Financial review Nov-Jan | | Kim | 3/19/2013 |
| Lisa access to financial statements | | Kim | 3/19/2013 |
| Bylaws converted to word doc | | Liz | 4/16/2013 |
| Family Fun Day | | Matt | 6/2/2013 |
| Annual UMYA Budget | | Matt | 3/19/2013 |
| Cheaper Merchant Companies to use instead of PayPal | | Kim | 3/19/2013 |
| Kindersoccer Coordinator Needed | | Matt | TBD |
| Email to Advertise Soccer | | Matt | TBD |
| Volleyball Coordinator Needed | |  | TBD |
| Sponsorship Flyer | | Jason | 2/22/2013 |
| Logo Competition Flyer | | Harry | 3/19/2013 |
| Spring Service Day | | All | 3/23/2013 |
| Liz Background Check | | Matt/Liz | 3/19/2013 |
|  | |  |  |
| **Next Meeting Information** | | Date: | 3/19/2013 |
| Start Time: | 7pm |
| Facilitator: | Matt Skekel | End Time: |  |
| Minute Taker: | Liz vogel | Location: | Upper Milford Township Building |