# Meeting Minutes May 20, 2014

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| **Team:** | UMYA Board | **Date:** | 5/20/2014 |
| **Start Time:** | 8:14 pm |
| **Facilitator:** | Matt Skekel | **End Time:** | 10:10 pm |
| **Minute Taker:** | Liz Vogel | **Location:** | Upper Milford Township Building |
| **Members Present:** | Matt Skekel, Matt Mory, Liz Vogel, Lisa Amey, Kim Cramsey, Todd Reinert, Roxann Betz, Jason Boulrice, Chris McNellis, Harry Marangos, Barry Williams  |
| **Members Absent:** |  Rob Muchler, Mike Naratil, Kathy Nowroozani |
| **Notes from Meeting** |
| April minutes were reviewed. Matt M made motion to approve minutes; Jason seconds – all in favor**Old Business:*** **Family Fun Day** - June 1st 1:00pm – 5:00pm
* Set up will begin at 12pm
* Matt M ordered dunk tank – Matt S will pick it up Friday 5/30 it is all paid for on credit card, Matt S will return Monday morning
* Vera Cruz Fire Company will deliver water – Jason will contact to have this delivered
* Jason sent Harry an email to see if he wanted to do a kick ball activity
* Jason sent an email out to the master list for all UMYA for the announcement of family fun day and got responses on volunteers
* Snack Bar will be covered the whole day by soccer
* Registration – best way would be to do paper registration forms and can accept payments or have them pay on paypal when they return home, will open the other half of the snack bar strictly for registrations, will split up volunteers to cover different shifts
* Lisa received a gift card from Weis for family fun day, and will be getting fruit with the Giant gift card she received
* Matt S has pictures taken care of and scheduled
* Rob is going to bring the grill
* Matt M/Laura will get all the burgers, hot dogs, rolls, condiments, cheese, charcoal, decided on freeze pops over the sno-cone machine
* Will have 2-3 shifts for working the grill
* Clean Up crew will be assigned– Since Derek’s team is last Matt S will ask him to help, and Matt S and Todd’s team has a 4:30 game so they can help clean up as well
* Alice will be putting together the games this year for the kids
* Matt S is going to hang up the sponsorship signs for fall soccer in hopes to get more sponsor interest
* Baseball, Softball, Soccer, LAX (clinic), Kickball, Volleyball will be open
* **Lincoln Festival – Macungie – Shoemaker Open House**
* Shoemaker we weren’t able to attend
* Macungie went really well – Matt S had a great opportunity to talk to Emmaus Football, they thought us having LAX was a great idea because football and LAX tend to cross with players, Matt M thought it was great to be there a lot of people had no idea UMYA existed
* Lincoln Festival – June 4th 4pm – 7pm – Promote Soccer and LAX event, have an area for kids to take shots on goal with soccer and give away prizes, Matt S. wants to put something together to promote LAX a fun throw a ball or something like this – Matt S and Rox will discuss, Lisa and Jason, Harry, Matt S and Rox will split time to be able to man 4pm – 7pm
* Matt S will get smencils as give- a-ways, goals, soccer flag, balls
* **Website**
* Before you could have a user be an administrator, now you have administrators and you assign them as users, going forward your log in will be your email address when the website changes its security features, not sure when this will be going into effect but moving forward your old user names will not be able to log in as administrator
* Harry did contact all sponsors that he was aware of, they did send him all pictures and specific verbiage they want him to use for the site

**Executive Reports:****President – Matt*** Risk Management – Defante, McRichy, Carl Detweiler, Sean Betz and Rob are not showing up as completing the risk management, all agreed this has to be done regardless if the season is half over for liability reasons – Matt S will get the links out to those who haven’t taken by 5/21
* How can we manage the risk management moving forward to ensure this happens? Liz suggested that when the coordinators give the list of coaches for approval by the board, the risk management link should be sent to them immediately. Matt S is going to show Lisa how to check the website to ensure they are all completed before the beginning of the season
* Tennis program has approached UMYA to offer a tennis camp in late July -early August, 2 weeks 9:30am – 12:30pm $180.00 for the week and they do first week is younger kids second week is older kids, a representative wants to come to the June meeting to discuss this further with us, we do not know if there is a kick back to us as a fundraiser and we would have to go to the township for approval, Question asked if we would have to supply insurance… these are all questions we do not have immediate answers for

**Vice President –Jason** * Nothing at this time

**Treasurer – Kim*** Nothing printed for financials
* IRS form; need assistance filling this out, has to go back through the old files to be able to complete this form
* Questions on receipts that are being dropped in the safe; Turkey hill – was this for gas for the tractor?
* There are only 3 cards, and she can tell who they are by the last 4 digits of the card, Jason suggested that anyone who submits a receipt should write what it was for and their name on them
* $11,345.78 is Gross Profit we had $14,108.51 in expenses
* Net income is showing negative -$2762.73
* $11, 843.09 is the current check book balance
* Someone put a $873.00 invoice from SK Valley - determined this is for softball
* Kim explained that if we want to itemize the sports deposits from the snack bar we need more information on the deposit envelopes, Sport, Total Amount Deposited, Date
* Check from Cold Nose Lodge was submitted to Kim for $250.00 for sponsorship for deposit
* $620.11 in paypal

**Secretary – Liz*** Matt S to send Liz a copy of the by-laws and Liz will print for next meeting
* Harry will give access to website so Liz can post minutes and by-laws
* Minutes will be posted on site going forward

**Coordinator Reports:****Baseball – Barry –*** We will be hosting the All-Star game A’s only, June 14th/June 15th rain date: first game is at 11 and second game is at 2
* Participants get a hot dog and a soda voucher for the snack bar
* Will need some assistance; at least 4 people for the snack bar at all times
* There is a AA All-Star game just at a different location; AAA is at Breinigsville, another game is at Alburtis

**Softball – Mike*** Not Present

**Basketball – Jason*** Nothing at this time

**Soccer – Matt*** Matt S had some problems this past week, moved a field over at Jasper because one field was pretty beat up. People are parking in the grass next to the playground, Matt S does have signs up at the shed for no parking and will be putting them out
* Barry stated parks and rec is also getting complaints from the homeowners and it’s a liability if an ambulance would have to get in
* Uniforms have become an issue this spring as well prices have gone up – Should we raise soccer prices another $5.00; All in favor of Matt S raising prices to $55.00

**KinderSoccer** – **Kathy*** Not Present

**LAX – Roxann** * Nothing at this time

**Kickball – Harry*** Does have people registering
* Has a graphic up on the site
* Other surrounding youth associations who don’t have kickball can we reach out to and see if they will send kids our way? Matt S stated yes – but Harry will have to reach out

**Volleyball – Todd*** Still up in the air on what ages, how we are going to execute, Liz and Todd will get together in the next week to discuss and have a plan by next week

**Registrar/Insurance – Lisa*** Flyer for Lincoln Festival and list of sports and family fun day Lisa will need all sport offerings and prices finalized so she can update all flyers and forms
* Matt S asked the question if we want the registrar to open all sports to stay consistent and ensure they are opened on time and correctly; Suggested for Lisa to consider, Lisa is already monitoring and has done this with a coordinator in the past to help them, her one concern would be if the coordinator wanted to change the opening date every year or pricing etc, She will think about this for the future

**Sponsorship – Chris** * Chris needs access to the website; Harry taking care of
* Trying to get a handle on how sponsorship works; should he or Harry put the sponsors up on the web; Harry will handle website
* How are we delivering and following through on what the sponsors are supposed to receive for their donation; It has kind of been all over the place, Chris should put the best processes in place he can
* Checks can be delivered to Lisa, Kim, Matt or put in the snack bar safe
* Sponsor forms will be delivered to Chris

**Equipment – Rob*** Not Present
* Jason asked if we have the ability to get smaller helmets? Matt M suggested to look in the shed, he believes there are smaller helmets in there.
* A box key is missing; there is only one up there today

**Website – Harry*** Previously discussed

**Snack Bar – Laura*** Asked why T-Ball hasn’t opened the snack bar yet – Jason replied that the games are very quick

**New Business –*** Soccer had a coaching issue that was blown up by the opposing coach, the coaches did not like the referee, the ref definitely should not have been reffing, the game got too physical and she did nothing about it, it was addressed by the league, Matt S and the coach spoke about the conduct he portrayed and Matt S feels it was addressed properly. Kids on the team fed off the coach and started making comments towards the ref, and was not in the spirit of the game
* Matt S was tossed from a game last week, he didn’t like a call and questioned the ref – was handled
* Matt S feels he needs to re-evaluate himself, his role here, and how much he’s taking on and if he even stays on, is going to take some time to evaluate everything

Chris made motion to adjournJason secondsMeeting adjourned at 10:10 pm |
|  | **Who is responsible?** | **Completion Date** |
| Email for @umya.org | Kim/Harry | 4/25/2014 |
| NEED MORE SPONSORS | ALL | TBD |
| 990 Form for Government | Kim | 6/17/2014 |
| Cash Register Purchase for SB | Matt M | 4/21/2014 |
| Final 2013 LAX Budget | Matt S | 5/20/2014 |
| Family Fun Day | ALL | 6/1/2014 |
| Dunk Tank Pick up and Return | Matt S | 5/30/2014 |
| VC Fire Company for Water | Jason | 5/30/2014 |
| All food purchased for FFD | Matt M/Laura/ Lisa | 5/30/2014 |
| All Fall Sports Open for FFD | Coordinators | 5/30/2014 |
| Risk Management sent to those that have not filed this season | Matt S | 5/21/2014 |
| Lisa access to RM website for review | Matt S | 5/30/2014 |
| Print By-Laws | Liz | 6/17/2014 |
| Post minutes and By-laws on site | Liz | 6/1/2014 |
| Liz access to website | Harry | 6/1/2014 |
| All-Star Game | Barry | 6/14/2014 |
| Evaluate Volleyball and open for registration | Liz/Todd | 5/30/2014 |
| Lincoln festival | Matt S/Rox/Lisa/Jason/Harry | 6/4/2014 |
| Create order forms for merchandise sale | Liz | Once Site is Up |
| **Next Meeting Information** | Date: | 6/17/2014 |
| Start Time: | 7:30 pm |
| Facilitator: | Matt Skekel | End Time: |  |
| Minute Taker: | Liz Vogel | Location: | Upper Milford Township Building |