

Hartwell Board of Directors
Meeting Minutes

Monday, February 8, 2010, 6 PM
Location – Glastonbury High School Room B102

Planned Attendees: *Joe Andrade, Dave Baker, Janine Batson, Mary Kay Brophy, Sue Buckley, Matt Cameron, Sandy Gardner, Bill Haddad, Joan Norman, Andy Pinkowski*

Not Attending : *Jim Wadleigh, Tim Cavanaugh*

Guests: *Dave Farrell (6 PM)*

Meeting initiated at 6:10 PM.

Dave Farrell spoke about Oakwood describing the four main areas of their business: the Sports Center (Indoor fields, Bar/Café), Select Soccer Academy, Oakwood Soccer Park and the Soccer Club. He gave a history of how Oakwood started and some of the changes over the past 20+ years. The current Soccer Club has U9-U18 teams for girls and boys. Oakwood is a premier club who strives to develop self-motivated players who are trained by qualified coaches to help their players reach their maximum potential level of play. Oakwood is not making “B” teams – they are looking to compete with the highest caliber premier/national teams. Dave offered to assist GHSC with providing costs/advice regarding field initiatives (e.g. turf/lights) based on their experience.

Andy expressed an interest in understanding Dave’s perspective on how GHSC complimented and competed with Oakwood. Dave agreed that there is competition for clinics and players and that GHSC’s mission needs to define how best to define our club to address how we overlapped and how we could distinguish GHSC. Board agreed that we need to define GHSC mission.

Mary Kay noted that last meeting’s minutes were not distributed so they could not be approved.

Mary Kay stated that Kerry Shaheen has accepted the position of the training coordinator and asked that the board reach out to her at some point. Bill would like Kerry to handle mass communications regarding training where possible. Bill and Kerry need to define the boundaries if sharing the communication tasks. Bill will contact Kerry to define how they will work together.

February vacation clinics have low enrollment and are in jeopardy of being canceled. An e-mail push will be going out the evening of February 8th to communicate vacation clinics again. Signups will end Thursday AM (February 11th) and the clinics will only move forward if there is adequate registrants. Canceling them immediately was discussed but Andy felt we should try to make it work as SoccerPlus has staff on hand to do the clinics. They are a pass through cost to GHSC so we don’t really have a break even point. Sandy Gardner will contact people who have already signed up to let them know the clinics may be canceled if enrollment does not go up.

David DeSousa accepted position of the equipment coordinator.

Rec needs to purchase equipment very soon. Sue Buckley looked at prices online from "We Got Soccer" and found the costs very high. It was agreed that she can purchase on behalf of Rec from other vendors but it was recommended that she obtain 3 bids for cost comparisons. Joe Andrade noted that he gave Bonnie Bagdasarian the green light to purchase on behalf of the tournament as well.

Andy would like to get a list of items the tournament needs to see if we can get anything free by leveraging the contract negotiations with "We Got Soccer".

Mary Kay noted that CJSA gives us a 25% discount and free shipping from J-Pro when ordered through their website.

Carrie Gallo contacted Mary Kay to get more information on the Vice President position posted on the website – job description is **not** on website. Andy noted that the bylaws call for an Executive V.P. however maybe we need a V.P. of Operations that would oversee field coordinators, procurement and other operation positions. It was suggested we consider naming it Director of Operations instead of a V.P. position. It was stated that the Executive Vice President should be a 3 year commitment where they watch for a year and then potentially take the President role and that this role is different than a proposed Director of Operations.

Bill expressed concern that we need to put an organizational structure together first before we bring in new people. Andy thinks we have a framework enough to bring in new people and Janine noted that we don't want to turn volunteers away.

Mary Kay stated that if the V.P. role is not defined it should not be posted on the website. Sandy Gardner will remove it from the website and the role will be discussed at a future meeting where the proposed organizational structure can be reviewed and finalized.

Joe would like to see an Operations Manager for the tournament. He stated that Donna and Stacie will not be doing it next year. Bob Dykins may stay on but he doesn't fill this role as he is more involved in the week prior to the tournament only. Joe would like to see someone "watch" this year so they were prepared to fill this role next year. Mary Kay will follow up with Doug Werner to see if this is something he would be interested in getting involved in this year.

Elesa Pederson accepted position of Travel Uniforms.

The Fundraising Role was discussed with questions regarding whether this was a club-level position, board position, etc. This position might include Marketing as well. There is a potential person who could do this (Melissa Tashjian). She is interested in a spaghetti dinner fundraiser and has skills for this type of position. Mary Kay will provide existing job description for review. Matt would like to see a Golf Fundraiser. Mary Kay noted that sponsors may be willing to donate items for a silent auction in lieu of money. These sponsors are currently being tracked by Joan.

Mary Kay reported on the CJSA dinner. She felt that the Glastonbury presence was a good thing and it was noted by CJSA. There were 2 kids from Glastonbury that got awards. These two got their start in Hartwell. Mary Kay suggested this is put on the Website for Marketing purposes.

Mary Kay reported on the CJSA annual meeting she attended. At the meeting prior motions passed and CJSA reported on vendor discounts for affiliated clubs. Matt will meet with Kathy

??? to make sure we are looped in with CJSA. Mary Kay proved her e-mail and Dave Baker's as a secondary contact for CJSA. CJSA distributed financials and Mary Kay will distribute them electronically to the board. Joe noted that these financials are also posted on the CJSA website.

Mary Kay distributed information on the field initiatives meeting which included a field inventory. The field inventory is a starting point to developing an inventory of the fields. In addition we need to identify contiguous space that could have alternate purposes. Sandy Gardner noted that we should add goal information to the inventory spreadsheet.

Mary Kay noted that lighting needs to be looked at and that it might be easiest to have lights at the magnet school. GHSC needs to formally express interest in the lights at the Magnet School in the next few weeks. It was suggested that if we pay for the lights at the Magnet School we not "run" the project but have it be part of the overall Magnet School project. There was concern that we not hand over money for lights unless we are sure the fields will be used for soccer as a priority and fields meet our needs. Sandy noted that there is a new flag football league starting in Spring and this will take fields from Hartwell. Lacrosse also uses a significant amount of fields in the Spring.

Mary Kay feels that Ron Wallert would be willing to continue working on the field initiatives for Hartwell and could do that with support from a GHSC sub-committee that was focused on field initiatives. There were several people who felt that Ron should not be working on his own on this initiative – but that we have leadership from the board heading this initiative and working closely with Ron. Joe and Andy both agreed to be part of the sub-committee.

Janine presented *Scholarship Guidelines* for review of criteria for selecting and choosing winning candidates. Mary Kay handed out last year's Application Form. There was discussion about how best to advertise the scholarship to Seniors from Glastonbury. Mary Kay noted that 15% of Glastonbury seniors attend out of town schools so notifying GHS exclusively (like prior years) wasn't the best option. GHSC will consider notification in the Glastonbury Citizen. There was concern that the 2-season minimum playing requirement was not significant enough and should be increased.

Janine presented the *Board Children Registration Fee Reimbursement Policy* for review. Policy was well received but it was suggested the maximum amount be changed from \$300 to \$500.

The member survey status was discussed. Joe updated that he sent sample questions in PDF form to Bill. The next step is for someone to review the questions and select the questions desired for the survey and create a structure for the survey. The questionnaire can be done on Zoomerang for \$199 which offers the Level 2 version for non-profits. Joe will contact Bill ASAP to determine if he can complete survey. If survey can't be completed this week, Sandy offered to take over task and complete it on her vacation.

Joe noted that the GHSC open house is tentatively scheduled for Monday, March 22nd at Gideon Welles.

The Video Clip was discussed very briefly with Mary Kay noting that there were many concerns about the clip in its current format. Unfortunately several board members had to leave early and this discussion could not be completed. General consensus of those present was that we needed a mission statement for GHSC because it will impact how we do training moving

forward. Need to consider how training last fall was received by both parents and coaches and need results of the survey for quantifiable information.

See directors reports submitted for additional updates. Reports provided by Buckley/Cavanaugh, Batson, and Pinkowski. Reports missing for Andrade, Baker, Gardner, and Haddad.

Meeting was adjourned at 8:55 PM.