

Novato Lacrosse Club Board of Directors Meeting Minutes

Date: Wednesday, October 7, 2015

Time: 7:00 PM

Location: Ghiringhelli

Present: John Taylor, President
Aurora Dillon, Treasurer
Jinah Conroy, Communications Director
Ryan Gilfillan, Boys Coaching Director
Melissa Capanna, Girls Coaching Director
Brandi Duffin, Uniform Manager

Absent: Matt Rodgers, Equipment Director

- I **Call to Order:** at 7:10 PM by presiding officer John Taylor.
- II **Quorum:** Six of seven Board members present (four required).
- III **Reading and Approval of Minutes:** Minutes of previous board meeting reviewed and accepted.

IV **President's Report**

NCJLA player eligibility age groups will change commencing with the 2017 season. The new age groups will be U8, U10, U12 and U14.

V **Treasurer's Report**

- A. Cash position reported: \$53,744.00
- B. Fee credits for Board members, coaches and assistant coaches
 - (1) Board members will be credited the costs for Fall Ball and specialized clinics
 - (2) Head coaches
 - (a) All head coaches will receive one player credit at the beginning of the Spring season.
 - (b) Registration fees for additional participating children will be discounted by 50%. The discounted fee shall be due and payable at the time of registration.
 - (c) Costs for Fall Ball and specialized clinics will not be credited.
 - (3) Assistant coaches may receive one player credit at the end of the Spring season at the Board's discretion.
 - (4) Both head and assistant coaches will be reimbursed for background checks and certifications
- C. Each Coaching Director's budget shall be \$5,000.00 for the year.
 - i) Exclusions from the budget:
 - (1) Equipment
 - (2) Cost of Girls' Fall Ball sessions with Tenacity 10
 - ii) Proposed budgetary expenditures must be presented to the Board for approval prior to commencement of outside services with clear detail regarding payment terms.

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- (1) Expenditures that require Board approval are those tied to 3rd party services that are deemed discretionary. Such expenditures include but are not limited to:
 - (a) LAX development budget items (e.g., Tenacity 10 clinics, coaching, coach the coaches clinics, etc.)
 - (b) Event related items (e.g., kid activity zone jumpies for LAXapalooza or pizza for Rally Night)
 - (c) Uniforms
- (2) Budgeted expenditures that are deemed mandatory do not require approval and votes by the Board. Such expenditures include but are not limited to:
 - (a) NCJLA team registration fees
 - (b) Field use fees
 - (c) Referees
- D. The Equipment budget needs to be finalized. Last season, the budget was approximately \$8,000.00. Once the equipment budget is approved, expenditures will be reported when made.
- E. Other budgeted items for the current season:
 - i) Balls: approximately \$6,000.00 (NLC spent \$6,000.00 in 2015 and \$3,000.00 in 2014).
 - ii) Fields: approximately \$30,000.00 (amount will change if fees are increased).
 - iii) Officials: approximately \$9,500.00 (fee increase included).
 - iv) NCJLA dues: approximately \$9,500.00 (fee increase included).
 - v) Awards: approximately \$2,500.00.
 - vi) Porta potties: approximately \$900.00.
 - vii) LAXapalooza: TBD
 - viii) Rally Night: \$2,500.00 for venue, food and supplies.

VI Director of Communications Report

- A. Summary of current and planned events that are being promoted to the NLC community via the website, email, Facebook site and other channels.
- B. The NLC does not have a Twitter account and it was agreed that one was not necessary at this time.

VII General Business:

- A. Email Accounts and System Access: Ryan to disable email distribution groups that have likely aged out of the NLC lacrosse program.
- B. Fall Ball
 - (1) Advertising
 - (a) Fall Ball dates have already been emailed to the general membership and posted on Facebook.
 - (b) Signs need to be erected as soon as permits are granted. Signs will be placed at the following locations by the named individuals: Melissa at Sinaloa; John and Glenn

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Conroy at Sunset Parkway, near Costco and near the Hamilton gas station; Brandi at San Marin Drive; and Ryan at South Novato Boulevard near St. Anthony's.

- (c) Brandi reported that the fliers will be ready to distribute to local schools once she retrieves the NLC logo.

(2) Equipment

- (a) Matt, Ryan and John will mutually select a date for an equipment check.
- (b) Aurora will order additional balls.

C. Evaluations for Prospective "A" Teams

- (1) Player assessments will take place on November 15 and 22 at Novato High School.
- (2) Players must attend at least one of the evaluation days to be on an "A" team.
- (3) Discussion ensued about having independent guest judges instead of NLC coaches.

D. Team Registration

- (1) Team registration closes on December 6, 2015.
- (2) Based on the previous year's enrollment, the following teams are anticipated:
 - (a) Girls: U9 (2), U11A, U11B, U13A, U13B, U15 (A or B)
 - (b) Boys: U9 (3); U11A, U11B; U13A, U13B, U15A

E. Player Registration Dates, Pricing and Payment Schedule

- (1) The registration deadline for Spring season will be December 31, 2015, for all age groups except U9.
- (2) Registration rates will be discounted by \$50.00 if registration is completed before November 1, 2015.
- (3) Anyone, except a U9 player, who registers on January 1, 2016, or later will be waitlisted and incur a late fee of \$50.00.
- (4) Financial aid applications are due on November 15, 2015, and families will be notified by November 24, 2015.
 - (a) The scholarship budget for the 2016 season is \$7,000.00.
 - (b) Late applications will be accepted but award levels will be dependent upon remaining available funds.

F. Uniforms

- (1) The uniform budget for this season is \$8,000.00.
 - (a) This amount exclusively covers the cost of uniforms for new players.
 - (b) Returning players will be financially responsible for replacement uniforms (i.e., lost or outgrown uniforms).
 - (c) The Board agreed that returning players should pay for replacement uniforms.
- (2) Deadline for ordering uniforms is January 4, 2016. Uniforms take approximately 4 – 5 weeks for delivery.

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- (3) Melissa will take inventory of pinnies to determine whether additional pinnies will be needed this season (all pinnies shall be numbered this year).

G. NLC Event Dates

- (1) Tentative dates were proposed for the following NLC events:
 - (a) Parents' Night – Thursday, January 21, 2016
 - (b) Rally Night – Friday, February 26, 2016
 - (c) LAXapalooza – Saturday, April 23, 2016
 - (d) Awards Night – Thursday, May 19, 2016
- (2) The tentative dates will not be publicized until Aurora can finalize event locations.

H. Open Positions. The current open positions are:

- (1) IT/Operations Director
- (2) Team Manager Coordinator
- (3) Scheduling Assistant for Boys
- (4) Scheduling Assistant for Girls

I. Mascot

- (1) The Board discussed the importance of engaging the lacrosse community in choosing the NLC mascot and providing the players with a vested interest in the selection process.
- (2) It was suggested that the NLC hold a contest to determine the mascot.
 - (a) The contest would kick off on Rally Night and the winning mascot announced at LAXapalooza.
 - (b) The winning mascot would be adopted for the 2017 season.

J. Color Branding Change for the Club

- (1) The Board discussed the need to allow the lacrosse community to voice their opinion about modifying the NLC's color branding, which options may include (a) keeping the existing color scheme of black and gold; (b) adding forest green to incorporate the colors of both high schools in Novato; or (c) changing the colors completely.
- (2) The final color scheme would take into effect for the 2017 season.

K. Branding Schwag

- (1) Merchandise supplies that will need to be ordered: coaches' gear (depleted), stickers, magnets, stick bracelets and hats.
- (2) Brandi to take inventory of merchandise needs for the NLC and coaches.

VIII Adjournment:

- A. There being no further business, President Taylor declared the meeting adjourned by unanimous consent.
- B. Meeting adjourned at 8:42 PM.
- C. The next Board meeting is scheduled for November 4, 2015.

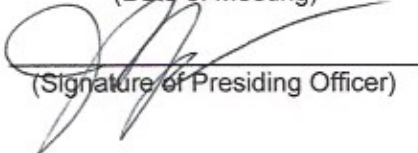
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Respectfully submitted by,

Jinah Conroy
Secretary

Adopted by the Board in the meeting

of Nov 4, 2015
(Date of Meeting)


(Signature of Presiding Officer)