

PAL Board Meeting Notes
Wednesday, February 21, 2018

Called meeting to order: 1:00pm

In Attendance:

1. Ricky
2. Ismael
3. Joe
4. J
5. Tommy
6. Jamal
7. Jim
8. Aaron
9. Luis Garcia

Presentation Law Firm:

- Legal Shield - no action as of yet
- Tommy to check on whether or not we can move forward with using them.

November Minutes:

- Vote to archive:
 - Motion: J Baca
 - Seconds: Jim Ureta

Audit, Financials, By-laws, Accountant:

- **Audit status:** in progress
- **By-laws:** need to be updated (last update '09)
 - Review SF PAL by-laws and implement what is needed on our side
- **Financials:**
 - Motion: Joe G.
 - Seconds: J Baca
- **Accountant status:** **Actively looking – want this locked in by next BOD mtg.**
 - BOD members to reach out to networks
 - Need to fill ASAP
 - Aaron to introduce possible candidate, Arturo (certified CPA) to Jamal and Tommy
 - Bi-lingual and able to train Antonia

Livescan Updates:

- All BOD member Livescans completed and updated

Policies for Concussion, Sexual Abuse, Livescan:

- **Livescan:**
 - Starting from a clean slate. All coaches have to get it done
 - Hard copies will be kept on file at PAL office

- Ismael will be in charge of them as the Custodian of Records
- Start of each year coaches will be reviewed
 - New: complete Livescan
 - Returning: will not need to re-do
- Create template for tracking Livescans – Xochi, Jamal & J?
 - Name
 - Date of Completion
 - Sport/League
- Get Coaches application form from SF PAL.
 - Completed first and then provided with Livescan form

Wire theft at Baseball fields Lights/scoreboard:

- Copper wire theft 2 on big field and 2 on small field
- City fund for stolen electrical wires – waiting to hear back on that
- Locking gates at night
- Repairing holes in the fences leading to the fields and freeways
- **Committee to look into cost of real or dummy cameras and signage**

Re: Sod the Football field – quote pricing by next mtg. (tentative)

- Time and cost?
- What time of the year should this be done?
 - Oct, Nov, Dec
- More than sodding – holes, sprinklers, etc. – injury prevention
- **Re-visit synthetic turf:**
 - Possibility of using the Fundraising Committee to raise the money over the course of X months
 - USA Football Grant for synthetic turf - Luis to provide info

Earthquakes Futsal:

- Looking to use PAL futsal facility
- Marketing & Branding
- SJ PAL would benefit revenue wise
- Likely to come out in the coming months to present

Old Business:

- **Take picture of current BOD members - business casual attire**
- **Committees & Sub-Committees: (Not set in stone)**
 - **Programs & Membership: (Registration & retention of programs)**
 - Louis G.
 - Chuck S.
 - Ismael L.
 - Joe G.
 - Richard S.
 - **Fundraising: (Special Events)**

- Doreen J.
 - Ricky S.
 - Jamal N.
 - Luis G.
- **Financial:**
 - Joe G.
 - Chuck S.
 - Jim U.
- **Community Outreach: (PR)**
 - Aaron R.
 - Tom N.
 - J Baca
- **Process & Policies:**
 - Ricky S.
 - Jamal N.
 - **Consultant?**
- Tommy, Jamal and J will be involved with of all of them

New Business:

- Renting out large room in SJ PAL office for businesses to do their sales pitches, meetings, presentations, etc.
 - BOD in agreement it would be good idea as long as it isn't disruptive to PAL and guidelines are followed.
- **FUNDRAISING:** Looking for someone that does Grant writing and has experience with special events and non-profits.
- **Create a timeline of events – prioritize when things need to be completed**
- Implementing Slack for BOD communication and collaboration – **vote next BOD mtg.**

Adjournment: 2:27pm

- Motion to adjourn: Aaron
- Seconds: J Baca