

## **CWSA Board Meeting**

Windham Elementary School

Tuesday, December 4, 2018 – 6:30 P.M.

### **Meeting Minutes**

**Members Present:** Jerry Hughes, Julie Hughes, Caroline Johnson, Danielle Christian, Ian Dann, Kevin Nowak, Angela Bazin, Danielle Christian, Jason Postemski, Byron Moore, Amy Gile, Christina Simmons

**Others Present: None**

**Call to Order:** Jerry Hughes Called meeting to order at 6:37 pm

**Roll Call:** Introductions conducted and sign in sheet for contact information was sent around to group.

**Additions/Changes in Order of Agenda:** Ian D. Requested to run meeting. Jerry H. was fine with this transfer.

**Approval of Previous Meeting Minutes:** Minutes from previous meeting were never formally issued to entire group. No acceptance of meeting minutes.

**Financial Report:** Jason G. not in attendance for formal report. Jerry H. stated that bank account needs to be transferred to new elected officials. This requires current account holders (Jerry H., Julie H, and Caroline J.) to transfer to new board members during banking hours. Meeting was scheduled on 12/12 at 6:30 at the Hughes house to discuss financial transfer with outgoing board members and incoming board members. Ian D. to send out email to confirm meeting attendance.

**Tax Report:** The status of the tax filings were discussed. It was determined that the meeting on the 12<sup>th</sup> would cover this item as well. Julie H. confirmed that the previous treasurer Katie has not turned over tax documents. Katie is a critical component for the meeting on the 12<sup>th</sup>. Amy G. Mentioned that we may be carrying a balance above the IRS maximum for Non Profits. This should be discussed at the meeting on the 12<sup>th</sup>. Jerry H. stated that tax years 2016, 2017, and 2018 are outstanding.

#### **A. Old Business**

- a. **Field Update:** Peter L. was not in attendance but Jason P. reported that Peter made a contact for the field in Windham.
- b. **NED update:** Zac C. Not in attendance. Julie H. and Caroline J. would send email to make connection to help with transition.
- c. **CJSA update:** Julie H. and Caroline J. would send email to make connection to new board members to help with transition.
- d. **Indoor Season:** Season is scheduled to start on 12/13. As of the meeting there were approximately 40 players registered.
- e. **Bi-Law Revisions:** Amy G. passed on other clubs bi-laws to others for review. At this time no movement on this.
- f. **Webmaster:** Connection between Greg H. and Kevin N. were made. Transition needs to be made to start process.
- g. **Uniforms:** Danielle C. reported that there were 22 official issues with the uniforms. Many of the problems were due to cracking or incorrect numbers. Score was fast to correct issues and

reported that it was a batch of faulty numbers and they have replaced them with a new batch. There were no further issues after resolution. At this time Score has been very responsive and no need to bring in sales rep to discuss. Socks were also reported to have an issue with holes. Score reported that they are updating the club store and removing the need for a code to be input. They also reminded us of the possibility to sell other items on the store website.

**B. New Business**

- a. Election of Officers:** Slate of Positions was discussed and voted on. Slate carried 11:0:0.

Slate of Officers

President: Jason Postemski  
Vice-President (Windham): Will Kopplin  
Vice-President (Columbia): Ian Dann  
Coaching Coordinator: Greg H.  
Treasurer: Jason G.  
Registrar: Amy Gile  
Secretary: Christina Simmons

Slate of Board Members

Referee Coordinator: Open  
Equipment Manager: Angela Bazin  
Mini-Micro Coordinator: Ian Dann  
Web Master: Kevin Nowak  
Town Field Coordinators: Peter Leeds  
Marketing: Byron Moore  
NED Representative: Zac Crow

- b. Open Positions:** Referee Coordinator
- c. Spring Registration:** Historically spring registration has been opened in January and closes around March in time for teams to be coordinated by the end of April.
- d. Columbus Day Tournament Closeout:** Julie H. and Caroline J. reported that closeout meeting has not taken place and still awaiting final financial numbers. As this time concessions has made approximately \$2,800, Spirit wear made approximately \$1,000, and registration is still being closed out.
- e. Open Items in transition:** It was discussed that the best way to make the transition was to have the next regular meeting concentrate on the tasks for each role and break out into working groups for each item. Meeting Agenda will be issued by Ian D. so that it can be posted to allow for everyone to as many existing members and new members can make the meeting. Julie H, Jerry H. and Caroline J. to issue and bring Job Descriptions, old meeting minutes and agendas, and calendar of tasks. Angela B. was going to look into seeing if another room would be available for the meeting. Storage was also discussed. Julie H. noted the current storage is in the Murphy House. When the weather is nicer a group should get together to review.
- C. Open Discussion: None**
- D. Correspondence: None**
- E. Adjournment: Meeting Adjourned at 7:45 by Ian D.**

Respectfully submitted by Ian Dann