

**Rheems Athletic Association  
Board Meeting – June 16th, 2015 - Meeting Minutes  
Lucky Duck, Elizabethtown, PA**

President Mike De Stefano called the meeting to order at 7:07 PM with the following board members in attendance:

Sean Burton (vice-president), Mike Hamilton (softball co-commissioner), Joe Carter (soccer co-commissioner), David Kase (lacrosse co-commissioner), Jo Hershey (rugby co-commissioner), and Brian Bell (secretary).

Rick Knowlton (volleyball commissioner), Mark Weissend (lacrosse commissioner), Susan Smith (Treasurer), Brian Heffleger (softball co-commissioner), Craig Hummer (soccer co-commissioner and Kenny Burke (rugby co-commissioner) were not in attendance.

Bob Meuser (website administrator) was also present.

- Special business/guests – Security Clearances

Mike De Stefano indicated each sport will need to identify clearances for coaches. Due to Volleyball starting in June, coaches are grandfathered in and are not required to have clearances required by new law. Mike De Stefano indicated to board members to think about the fall sports and the coaches required to have clearances (head and assistant).

There was a discussion about getting clearances and about red flags from clearance checks. There was a discussion about being consistent if there are red flags.

Mike De Stefano discussed the Rheems' AA policy. Mike De Stefano explained the mandatory reporter and that if a coach suspects any abuse they are required to report the abuse. Mike De Stefano went over affidavit statement. David Kase indicated to make an affidavit statement into website. Bob Meuser indicated he can make it a checkmark item in the website.

There was a discussion about uploads and reports into the Rheems AA website. Mike De Stefano asked when lacrosse will be active. Bob Meuser indicated in the winter. Mike Hamilton indicated softball clearances are ok until fall ball starts. Mike Hamilton indicated soccer and rugby will need to address clearances.

Mike De Stefano started a discussion about the policy distributed via email. Mike De Stefano indicated the origins of the policy were taken from EPYSA. Mike De Stefano indicated it is now a global policy for Rheems AA. Mike De Stefano indicated he got feedback from the original policy to craft what was sent out as the formal policy. Mike De Stefano indicated the policy can be modified in the future and it will be a living document.

**David Kase made a motion to approve the security clearance policy as distributed via email. Mike Hamilton seconded the motion. The motion passes 8-0 with Craig Hummer voting prior to the meeting via email.**

Bob Meuser asked about publishing the policy and if he could get a pdf of the policy to publish.

**Action Item #1: Mike De Stefano to provide Bob Meuser with a pdf of the security policy for Bob to upload to website.**

Mike De Stefano indicated for soccer and rugby to get a list of coaches that will be required to have the new security clearances.

**Action item #2: Soccer and rugby to get a list of coaches that are required to have security clearances.**

Bob Meuser indicated Rheems AA can start capturing the clearances soon. Bob explained the template he was creating and wanted feedback. Mike De Stefano asked how a coach with more than one coaching position would be addressed. Bob Meuser indicated these were the type of questions he was looking for feedback on. Bob Meuser indicated he would email the board when the website was ready for the security clearances.

Mike De Stefano indicated to Bob Meuser to remove the July meeting from the website since there will not be a meeting.

Brian Bell brought up the issue of quarterly board meetings. Mike De Stefano indicated this would free up time which could be put back into the sports. Mike De Stefano indicated to shelve this discussion until August's board meeting.

- Prior meeting minutes review and approval

Mike De Stefano asked if there were any objections or revisions to May's meeting minutes. There were none. **Joe Carter made a motion to approve the meeting minutes which was seconded by Sean Burton. The meeting minutes were approved unanimously by the board.**

- Finances – Susan Smith

April Finances - Subsequent to the meeting, Susan emailed the financial statements and check Register for May. Mike De Stefano indicated that we need to name the softball complex for Wenger and Bob Meuser to update the website.

Bob Meuser indicated the need to update sponsor logos.

**Joe Carter made a motion to approve April Finances which was seconded by Mike Hamilton. The May Finances were approved unanimously by the board.**

- Previous business - Action Items – November

1. Mike De Stefano to sit with Bob Meuser and go over sponsorship program. **Open – No update.**
- Previous business - Action Items – May
    1. Brian Heffleger indicated he would contact Elizabethtown Boy's Club concerning volunteer policy. – **Open - No update**
    2. Bob Meuser to add FAQ and childline link to website. **Open - Bob Meuser indicated he is hoping to get the clearance policy up along with the FAQ link. Bob indicated he got through his research on this and is 80% done with setting up coaches risk management on the website. Bob Meuser indicated board members are set up to see the risk management.**
    3. Rheems AA to get Wenger Feeds on snack stand. – Open –
    4. Rick Knowlton to get latest sponsorship logos for volleyball shirts. - Closed
  - New and Ongoing business
    1. Fundraising and sponsorship -  
Update – No Updates
    2. Softball - Mike Hamilton/Brian Heffleger  
News/updates – Mike Hamilton indicated the playoffs will be at the softball complex again. Sean Burton indicated the partnership with the high school could be better.
    3. Lacrosse - Mark Weissend/David Kase  
News/updates – David Kase indicated the season finished at the end of May and that it was a good season. David indicated one team went undefeated. David indicated he approached GEARS about taking on 7<sup>th</sup> and 8<sup>th</sup> grade program. John Meyers from GEARS indicated he is happy with the 7<sup>th</sup> and 8<sup>th</sup> grade program. There was a discussion about GEARS and the middle school sports.
    4. Soccer - Joe Carter/Craig Hummer  
News/updates – Joe Carter indicated the season went well. Joe indicated soccer is starting a committee to get key volunteers in place. Joe indicated Scott Shuck will be the new U6/U8 coordinator. Joe indicated the new shed was delivered and that the stone base was donated by Heisey Quarry. Joe indicated he met with the owners of the Rheem's soccer fields and is in discussions with them about putting lights on the fields and the owners donating the fields to Rheems AA. Mike De Stefano indicated hw was trying to reach out to the owners of Greentree.
    5. Volleyball - Richard Knowlton  
News/updates – No update.

6. Rugby – Kenny Burke/Jo Hershey  
News/updates – Jo Hershey indicated the rookie league starts on Thursday and that they opening it up to 7<sup>th</sup> grade. Jo indicated there were a mix of kids. Jo indicated Kenny is organizing a U7's tournament.
7. Facility/Field Maintenance – not discussed
8. Field Usage – not discussed.
9. Miscellaneous – Mike De Stefano indicated the 501(c)3 filled out 4 boxes wrong and were revised correctly. Mike De Stefano indicated the IRS brought up the 2007, 2008, and 2009 tax filings. Mike De Stefano indicated the previous board did not file tax returns for 3 years.

Joe Carter made a motion to adjourn the meeting which was seconded by Brian Bell.

The meeting was adjourned at 8:26

Next meeting date is to be determined.