

Rheems Athletic Association
Board Meeting – September 13th, 2015 - Meeting Minutes
Babbos Italian Grill, Elizabethtown, PA

President Mike De Stefano called the meeting to order at 7:15 PM with the following board members in attendance:

Mike Hamilton (softball co-commissioner), Kenny Burke (rugby co-commissioner), Joe Carter (soccer co-commissioner), Craig Hummer (soccer 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), and David Kase (lacrosse co-commissioner) were not in attendance.

Bob Meuser (website administrator) arrived at 7:30

Sean Burton (vice-president) arrived at 8:00

- Special business/guests – Security Clearances

There was a discussion about putting security clearances into the website. It was determined that the commissioners need more help from Bob to refine the process. Craig Hummer indicated Rheems is making an effort to implement the new security policies. Mike De Stefano indicated that all board members should have clearances. Craig hummer indicated he had a couple of questions for Bob. There was a discussion about the databases. There was also a discussion needing to know when clearances are expiring and getting updated clearances into the website. Bob Meuser discussed capturing dates for clearances.

- Prior meeting minutes review and approval

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

- Finances – Susan Smith

August Finances - Subsequent to the meeting, Susan emailed the financial statements and check Register for August.

Mike De Stefano asked everyone to look at the P&L.

- Previous business - Action Items – November 2014

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. – **Closed – Subsequent to the meeting, Brian Heffleger sent out information on the volunteer policy.**
 2. Bob Meuser to add FAQ and childline link to website. **Closed - 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 – **Brian Heffleger to ask Wenger for a template. There was a discussion to get this complete by the spring. Mike Hamilton indicated he wanted to put letters on the wood of the roof on the side of the concession stand. Mike De Stefano indicated he needed to reach out to Jamie.**
 - Previous business - Action Items – June
 1. Mike De Stefano to provide Bob Meuser with a pdf of the security policy for Bob to upload to website. **Closed**
 2. Soccer and rugby to get a list of coaches that are required to have security clearances. **Closed – Send to Mike De Stefano and Bob Meuser.**
 - Previous business - Action Items – August
 1. Mike De Stefano to send out email and put on website tax exempt status. **Open -**
 - New and Ongoing business
 1. Fundraising and sponsorship -

Update – Craig Hummer indicated the sub sale will be on October 29th. Kenny Burke indicated there was a parent of a U6 kid that owns a business in Harrisburg and may be interested in sponsorship. There was a discussion about sponsorship for soccer. Kenny Burke asked what Rheems had for sponsorships. Mike De Stefano indicated Mike Hamilton has a packet of material. Joe Carter indicated that U6/U8 are the only teams with sponsors on shirts. Mike De Stefano indicated he would email the sponsorship program to Kenny Burke and include the 501(c)3 number.

Action Item #1: Mike De Stefano to email the sponsorship program to Kenny Burke and include the 501(c)3 number.

2. Softball - Mike Hamilton/Brian Heffleger
News/updates – Mike Hamilton indicated the only fall ball team is 12U. Mike Hamilton indicated the Force and Spooky Nook are using the softball fields. Mike Hamilton indicated they are working on an agreement with Spooky Nook. Mike Hamilton indicated he is looking into possible tournaments using the softball fields. Mike Hamilton indicated there was some vandalism to the fields. Mike Hamilton stated there will be a work weekend at the end of the month and the snack stand will be winterized later in the year.
3. Lacrosse - Mark Weissend/David Kase
News/updates – Bob Meuser indicated lacrosse was working on round robins for older kids on Sundays and winter ball at Spooky Nook.
4. Soccer - Joe Carter/Craig Hummer
News/updates – Craig Hummer indicated that U6/U8 started and that the U6 numbers are low. Craig Hummer indicated that Scott Schuck is heading up the U6/U8 program. Craig indicated they need to increase the U6 numbers. Joe Carter indicated that U10 and above have the more kids than previous years.
5. Volleyball - Richard Knowlton
News/updates – No update.
6. Rugby – Kenny Burke/Jo Hershey
News/updates – Kenny Burke indicated he is trying to find coaches for tournaments and coaches for the spring. Kenny indicated he is looking for help. Kenny discussed the tournament he organized over the summer.
7. Facility/Field Maintenance – Craig Hummer indicated the Rheems fields are looking good and that West Donegal is managing their field.
8. Field Usage – not discussed.
9. Miscellaneous – Mike De Stefano indicated he would like a wish list of items by sport by the end of September. Mike De Stefano would like to put the wish list on the website and create a donation button.

Action Item #2: Commissioners to get Mike De Stefano a wish list of items.

Mike De Stefano indicated next month is nominations. Mike indicated Susan Smith will not be continuing as Treasurer. Mike De Stefano also indicated Brian Heffleger would like to transition out. Mike De Stefano indicated elections will be in December and reminded the board that bi-monthly meetings will start in December.

Joe Carter asked if Rheems would give out the contact for Wenger Feeds to another organization. Mike De Stefano indicated Rheems does not give out contact information for its sponsors.

Bob Meuser indicated that ESPN bought out the website. Bob Meuser indicated he needs a copy of the 501(c)3.

Action Item #3: Mike De Stefano to get Bob Meuser a copy of the 501(c)3.

Mike Hamilton made a motion to adjourn the meeting which was seconded by Joe Carter.

The meeting was adjourned at 8:49

Next meeting date is Monday October 12th at 7.