

**Rheems Athletic Association**  
**Board Meeting – August 7<sup>th</sup>, 2016 - Meeting Minutes**  
**Lucky Duck's Cafe, Elizabethtown, PA**

President Mike De Stefano called the meeting to order at 7:26 PM with the following board members in attendance:

Brian Bell (vice president), Craig Hummer (soccer co-commissioner), Mike Hamilton (softball co-commissioner), Mark Weissend (Girls lacrosse, co-commissioner), Rick Knowlton (Volleyball commissioner), Jo Hershey (Rugby Co-commissioner), and Michael Smith (secretary) were in attendance.

Lea Taylor (Treasurer), Sean Burton (softball co-commissioner), David Kase (Boys lacrosse, co-commissioner), and Kenny Burke (rugby co-commissioner) were not in attendance.

Bob Meuser, website administrator, was not in attendance.

- Special business/guests –

Michelle Davy was in attendance to observe the meeting and indicated that she would be interested in helping in some capacity at the U10 soccer level.

Also, the new representative for Soccer Co-commissioner, Scott Schraff was in attendance to observe the meeting and to be voted into the position vacated by Joe Carter for the remainder of the 2016 calendar year. Effective immediately, Scott Schraff assumed the position of soccer co-commissioner until 31 December 2016.

- Prior meeting minutes review and approval

Mike De Stefano asked if there were any objections or revisions to the June meeting minutes. There were not. **Rick Knowlton made a motion to approve the amended meeting minutes which was seconded by Mike Hamilton. The meeting minutes were approved unanimously by the board.**

- Finances – Lea Taylor

There were no updates to board finances at the meeting. Mike De Stefano indicated that the financials for each sport would be emailed to the respective commissioners. The commissioners asked that the overall financial be emailed out as well.

1. Previous business - Action Items – August 2015

Mike De Stefano to send out email and put on website tax exempt status. **Open - Mike De Stefano stated that there is a need to add board openings on the website. Mike De Stefano indicated he started the application for the tax exempt status for the state. Mike De Stefano indicated Rheems got the invoice for the 501(c)3 work. Mike De Stefano indicated the fee was \$46 and the law firm waived their fees. Carried forward on 8/7/2016.**

2. Previous business - Action Items – November 2015

Mike De Stefano to sit with Bob Meuser and go over sponsorship program. **CLOSED** – *Mike De Stefano indicated that a new fundraising coordinator will take on this task along with other tasks in conjunction with the help of the new marketing person. Several individuals had responded to the board's global email push to identify volunteers for the tasks requiring accomplishment.*

3. Previous business – Action Items – December 2015

Provide mouth guard information on Rheem's AA website. **CLOSED** – *Rick Knowlton indicated that he had sent out two previous emails on this subject. Rick will continue to gather information to provide to the RAA webmaster to upload the info.*

4. Previous business - Action Items – February 2016

Board to explore long term plan to sustain RAA and its programs/appoint committee to explore possibility of land/property purchase. **CLOSED** – *Meeting took place on 24 July 2016 at Brian Bell's residence. The following board members were in attendance: Mike DeStefano, Brian Bell, Jo Hershey, Rick Knowlton, Kenny Burke, Mike Hamilton and Mike Smith. Key take-aways were: 1) RAA should create a mission statement; 2) Contemplating the state of the organization – direction; 3) Look to meet again in Sept.*

5. Previous business – Action Items – Aug 2016

Any Wenger Feeds invoicing required for the 2<sup>nd</sup> ½ of the year?  
*Mike De Stefano indicated that Wenger feeds will not receive an invoice until Oct. '16.*

6. Previous business – Action Items – May 2016

Craig Hummer suggested addressing the need for a compliance person on the board to handle the issue of registrations and clearances for all RAA sports. **CLOSED** – *Paula Burke will head up the compliance position with the possible assistance of one additional individual.*

7. Previous business – Action Items – Aug 2016

Mike De Stefano wants to obtain an accurate snapshot of all RAA sports with respect to human capital inventory (IE: Coaches, assistants, etc..) in order to ensure full compliance with risk management requirements. **OPEN** –

- New and Ongoing business

1. Fundraising and sponsorship -

Update – *At the 8/7/2016 meeting, Ms. Heidi Vognetz was named by Brian Bell as the person who would like to head up the vacant fundraising chair position. Subsequent to the meeting, via email, Heidi vognetz was voted into the fundraising chair position on 8/18. The motion was made by Craig Hummer, then 2<sup>nd</sup> by Mike Hamilton, and was passed by required 8 votes.*

*In addition, it was brought up by Mike De Stefano that approximately 6 or 7 additional individuals have expressed interest in helping out in this area. The thought was expressed that perhaps a fundraising committee could be established in order to co-op the full load of work in this area. Brian Bell has emailed to the members of this group to identify a date in September to meet and discuss.*

2. Softball - Mike Hamilton/Sean Burton

News/updates – Mike Hamilton discussed the following updates/items:

- a) Season finished – received positive feedback on how the season has gone.
- b) Mike sent out an email on 8/6 seeking all volunteers in hopes to step down from his position as softball commissioner; also using an application called sign-up genius as a means to solicit.
- c) He indicated that he will meet with all volunteers/responders & existing coaches at year end (mid-Aug) to help them with the transitions into new positions and/or his position.
- d) He indicated that he would not completely remove himself from the picture, perhaps remaining in the treasurer capacity.
- e) Mike De Stefano asked if he would consider remaining in the position depending on what ‘things’ that could be taken off of his task list; perhaps restructuring the roles within the system to allow for the commissioner to remain in a more administrative position, managing in a more hands-off capacity. Answer was “possibly”. Issue is to be continued....
- f) Fall Ball will be on weekends in September to help players get ready for next season.

3. Boys Lacrosse - David Kase

News/updates –No Update

4. Girls Lacrosse – Mark Weissend

News/updates – Mark Weissend discussed the following updates/items:

- a) Season went well, only lost 2 games! Mostly Saturday tournaments. Some girls from Lewisburg played on the team which help in the success a great deal.
- b) Mark indicated that he’s been looking for people to volunteer all year long. He stated that he must transition the commissioner position to another individual now this year. Mark is moving on as his kids transition to another age group and league of play.
- c) Number are now down to about 90 girls and 40 boys. He mentioned that they are having trouble finding coaches as well.
- d) He indicated that he has been contemplating the idea of moving the lacrosse program to GEARS. Reasons cited- program is losing players at night to soccer program, also GEARS treats the program like a school sport which is great- bus trips, paid coaches, they take over the high school program in the schools off season.

- e) Next registration is December, need to know by mid-November in which direction we are going.
- f) He will explore a meeting with DEARS by end of August. Issue is to be continued....

## 5. Soccer - Craig Hummer/Scott Schraff

News/updates – Craig Hummer discussed the following updates/items:

- a) Craig Hummer made a motion to nominate Scott Schraff to the interim position of Elizabethtown United Soccer Co-Commissioner for the remainder of 2016, which was seconded by Rick Knowlton. The nomination was approved unanimously by the board.
- b) Doug Oberholser will mentor under Craig Hummer for the remainder of 2016, and will replace Craig Hummer upon his nomination and RAA Board vote in December. Doug is a U9 travel coach and current travel commissioner.
- c) It will be necessary to obtain an RAA email address for all new members of soccer. Craig will send the email set up request to Bob Mueser.
- d) We also want to start to use the “system” online to input and track roster and coach data to better utilize and manipulate the database for informational and compliance purposes.

## 6. Volleyball - Richard Knowlton

News/updates – a) Rick Knowlton discussed some updates/items:

- a) Was a great year, about 115 kids which is a record number!
- b) A lot of sign-ups were received in the last couple of weeks of May.
- c) Volleyball received about \$1,000 from the sign-up fees, which can go back into the organization. Volleyball has been profitable for a number of years now.
- d) Every kid gets a ball and a T-shirt, we're about 1/3 the cost of the Nook.
- e) There's not a lot of need currently for new equipment.
- f) Lot of positive feedback from participants.
- g) We've reached out for a potential volunteer lead to replace Rick sometime in the future, but haven't received any responses yet. Rick indicated that he has inadequate time to attend to many of the administrative issues facing the volleyball commissioner (task such as website administration, putting out signs, registrations, refunds, etc.)

## 7. Rugby – Kenny Burke/Jo Hershey

News/updates – Jo Hershey discussed several updates/items:

- a) Wrapped up summer rookie rugby, which was a great success!
- b) We invited Lititz and Hempfield to participate in the summer rookie rugby program.
- c) We successfully held our second rugby 7's tournament at the Rheems fields, with U13, U15 & U19 teams participating from New Jersey and PA.
- d) There will be no Rugby in the fall. Indoor winter practices will commence January 2017 for the rugby 15's spring season 2017.
- e) From now until spring, we will recruit a coach for the U15 level so that Kenny Burke can concentrate fully on the U19 level.

8. Facility/Field Maintenance – No update.
9. Field Usage – not discussed.
10. Miscellaneous – Meeting date for the remainder of the year are detailed below.  
The dates are listed below:
  - o Meeting dates for 2016:
    - i. February – Completed 2/24/16;
    - ii. April – Completed 4/24/16;
    - iii. June – Completed 6/12/16;
    - iv. August – Completed 8/7/16;)
    - v. October (nominations) – Scheduled 10/16/16;
    - vi. December (elections) – Scheduled 12/11/16.

Meeting adjournment: Motion was made by Rick Knowlton and was 2<sup>nd</sup> by Jo Hershey. Mike De Stefano brought the meeting to an official close at 9:02pm.

Next meeting date is set for 16 October at 7:00pm at Lucky Duck's in Elizabethtown.