

**Rheems Athletic Association
Board Meeting – April 15th 2017 - Meeting Minutes
Funk Brewery Pub, Elizabethtown, PA**

President Greg Laszakovits called the meeting to order at 7:03 PM with all of the following board members in attendance:

Greg Laszakovits (RAA President), Michael Smith (Secretary), Brian Bell (Soccer president), Jon Norman (Rugby commissioner), Wendi Grinell (Softball commissioner), Don Hall (Boys Lacrosse Commissioner), Heidi Vognetz (fundraising chairperson).

Rick Knowlton (Volleyball commissioner) and Kelly Garber (Treasurer) were not in attendance.

Vice-president Position remains vacant.

- Special business/guests –

The following individuals were in attendance:

None

- Prior meeting minutes review and approval

Greg Laszakovits asked if there were any objections or revisions to the February meeting minutes. **Brian Bell made a motion to approve the meeting minutes. Heidi Vognetz seconded the motion. The board approved the meeting minutes unanimously.**

- Finances – Kelly Garber

The February 2018 financials required approval, but they were not reviewed by all board members as of the start of this meeting. Vote on financials carried.

Kelly Garber distributed Financials via email by on 4/17. Greg Laszakovits requested a vote on 4/30 after Brian Bell made a motion for approval of the financials on 4/29, and Mike Smith issued a second on 4/30. All board members voted unanimously, via email, to approved the January financials, on 4/30/18.

ACTION ITEMS:

1. August 2016-

Greg Laszakovits to send out email and put on website tax exempt status.

Update- since last meeting, Greg had spoken with Rob Cronin of Cronin Law to address this item.

Update- **Rob Cronin assisted to get this matter accomplished. Closed 4/15/18.**

2. December 2017-

Review, and post to website, bylaws for any necessary updates/revisions. Vote on re-stated by-laws took place at 10/8/17 meeting. **** (Greg only needs to get the signature page signed by all board members and upload, along with the by-laws, to the website.) Update- Greg to post upon collection of final signatures. Closed 4/15/18.**

3. December 2017-

Surplus end of year money discussion ongoing. Individual sport funds and flow to general fund. Revenue sharing among sports with differing funds generation capabilities, registration funds, other fundraisers, Wenger feeds payments, etc.

Update- Feb 2018- There was a discussion/debate at the meeting on contributions to overall RAA finances and what portion of each sport would go into the general fund. Amounts discussed were 10% of funds raised or \$7.00 per registration. Board discussed ongoing issue to map out a way to assign percentages of contributions into balance sheet funds/assets. Greg & Kelly will look at how larger donations and membership fees flow to the general fund.

Update- April 2018- Don Hall asked about sports using fall funds in the spring (carryover) to use to secure practice facilities for inclement weather. The question was posed because spring funds are not available yet prior to registration funds are collected. Greg stated that each sport should have an idea of their annual budget. Board discussed the dynamic of new sports and its use of the general fund versus existing, more solvent, tenured sports. Board discussed whether to include additional funds in the registration fees to help boost funding. Officers will table the topic on carryover and sponsorship funding breakdowns in a follow-up meeting scheduled for Monday, 6/4/18. **Open – Carried.**

4. December 2017-

Discussion started at 12/10/2017 meeting about holding an RAA community day picnic to raise awareness of what RAA programs have to offer and to say “thank you” to all involved volunteers.

No Update. Open – Carried.

5. February 2018-

Question brought up on how to approach non-paid fees for athletics, and what to do with people who do not pay. There is \$21,000 of unpaid fees over 5 years of records on file.

Updated- Apr 2018- Wendi Grinnell shared her experience with the RAA website and its email functionality, sending template emails, and its effectiveness in collecting outstanding registration fees. This spawned a conversation of the possibility of requiring payment up front at time of online registration, via debit/credit/check card, in order to complete the registration process. A notification could be made across all sports that payment must be made to complete registration, or individuals may contact the sport commissioner to make other arrangements. Jon Norman would research the possibility of the e-check payment method. Greg asked commissioners to calculate what each sport/commissioner requires in their sport and what they can give away in registrations in exchange for help versus hiring someone. **Open – Carried.**

6. April 2018-

Greg brought up that Paula Burke, the risk management coordinator, suggested that the board consider the hiring of an individual to help, part time, with the management of coach/volunteer clearances. Jon Norman suggested that the board could consider, in addition to maintaining

clearances, expanding the responsibilities of a part time hired individual to include registrations and website coordinator.

Updated- Jun 2018-

Open – Carried.

7. April 2018-

Greg went around to each sport and asked the commissioners to see how well the website is working for them. It was discussed that access to some parts of the website is a concern. Jon Norman indicated that he will try to speak with a friend, Tim Haak of Mile 6, to possibly help with organizing and cleaning up the website. The topic of the outsourcing website admin/apps/design, etc. functions versus hiring an individual. **Open – Carried.**

Athletic Program Updates:

1. Fundraising and sponsorship - Update – Heidi Vognetz

- Heidi is looking for another volunteer from each sport to help her with fundraising, and coordinating with her as liaison to that sport.
- Heidi stated that she is looking for an update as to who are the current sponsors of each sport in order to identify and reconcile the proper sponsorship revenue streams.

2. Softball – Update – Wendi Grinell

- Wendi talked about ideas of how to get volunteers – perhaps individuals seeking a way to expend required hours of community service.
- Softball start this coming Wednesday 4/18. Opening day went well. Concessions stand performed well.
- Softball needs to sign up volunteers for a tournament coming up in June.
- Wendi reiterated needing help as softball responsibilities are taking up a lot of time.
- Greg responded by asking if perhaps using the mass email option of the website could help bolster volunteerism.

3. Boys Lacrosse – Update – Don Hall

- Don Hall is trying to structure Lacrosse for the future – sustaining going forward because of the lack of volunteers, as Don and other vested volunteers move on and leave the 7th/8th grade level for the high school level.

4. Soccer – Update – Brian Bell.

- Tryouts were done on 4/7 and 4/8 – time spent on this activity was worth it
- Numbers are up on U6/U8 sign ups, however there is not enough numbers to form a U19 team.
- U9 and U11 played well so far this season – thinking that participating in futsal has helped.
- Season is now underway – Rheems is doing fine so far and enjoying the new structure.
 - Lou Gober – Travel Coordinator
 - Doni Keeperts – Rec Coordinator

5. Volleyball – Update – Richard Knowlton

News/updates – No update, Rick not in attendance. The volleyball season starts in June.

6. Rugby – Update – Jon Norman

- Norm's first update was that he is teaching 4th-6th grades to tackle properly.
- Rugby team is 3-1 now, and trying to get back to the state semi-finals again this year.
- Rugby is attempting to reach financial solvency this season to sustain the sport's own costs.
- There is rookie rugby and a tournament both schedule for this summer.

7. Compliance/Risk Management – Update – Paula Burke (via Greg Laszakovits)

- Information listed in new agenda items that Paula suggested hiring an individual to help manage coach/volunteer clearances.

8. Facility/Field Maintenance – Update.

- It was mentioned that our field restrictions were not turned in to CPYSL in time.

9. Miscellaneous –

- It was discussed that Inga Washington has informed the board that she will no longer manage the website for RAA. Wendi Grinell volunteered to serve as the interim website/admin coordinator until the position is filled. She will reach out to Inga to transition. Jon Norman made a motion for this action that was seconded by Don Hall. The board voted unanimously to approve the change.

2018 scheduled RAA Board Meetings:

The board agreed to the following dates in 2018 for RAA board meetings.

*** Amended**

Time: 7pm Location: Funk Brewery, Elizabethtown.

Dates: Sunday, 15 April 2018 *

Sunday, 3 June 2018 *

Sunday, 19 August 2018 *

Sunday, 14 October 2017 (Board Nominations)

Sunday, 9 December 2017 (Board Elections)

Meeting adjournment: Wendy Grinell made the motion to adjourn the meeting and was seconded by Brian Bell. Greg Laszakovits brought the meeting to an official close at 9:06 pm.