



BAFC Board Meeting Minutes

Wednesday, February 22, 2023, at 7 pm

In person Meeting- 120 E L Street Benicia

1. **Roll Call Board Members Present:** Yann Youvenot (President), Derek Weldon (Vice President), Reena Thomas (Secretary), Dora DiGeorgis (Comp Coordinator), **Virtual:** Emma Petrouski (Treasurer), Susie (Registrar)
2. **Roll Call Guests Present:** Nicole Habbegger: **Virtual:** Robin Birnbaum, Megan B, Heather Walsh, Ann Brooner, Angie Erickson (participants joining after 7:10p.m. were not noted.)
3. **Meeting called to order:** 7:05 pm
4. **Review February Meeting Agenda:** Motion to Approve (Derek); Seconded (Reena); Motion Passed.
5. **Approve January 25, 2023 Meeting Minutes:** Motion to Approve (Derek); Seconded (Reena); Motion Passed.
6. **Public Comment:** No comments
7. **President Report:**

7a. Review Action items for February/March

<u>Activity</u>	<u>Date</u>	<u>Who Will Do It</u>
	February	
Apply for Both Tournaments Sanctioning <i>Not Applicable</i>	1st Week	Comp Coordinator
Identify and Confirm Tournament Director <i>Not Applicable</i>	1st Week	Comp Coordinator
Create Promotional Fliers for Rec Program Registration <i>Task not needed</i>	1st Week	DOC
Advertise Rec Program Registration <i>Task Completed</i>	1st Week	Web Manager/ President
1st Week of Competitive Soccer Training <i>Task Completed</i>	2nd Week	DOC & Comp Coaches
Identify and Confirm Sign Installation Volunteer <i>Volunteer confirmed. Signs will be provided to volunteer weekend of Feb</i>	2nd Week	President

25-26.		
Open Early Bird, and Top Soccer Rec Registration <i>Task Completed.</i>	2nd Week	Registrar
Secure Field Lining Contract with Professional Company <i>Task Completed. Will confirm start of field lining weekend of Feb 25-26</i>	2nd Week	President
Install Rec Program Registration Signs Around Town – <i>Volunteer to receive signed Feb 25-26.</i>	3rd Week	Volunteer
End of Southampton at Military		
End of Rose at 2nd Street		
On Rose Facing Matthew Turner Exit		
Select teams register for Spring League – <i>Task completed for all teams.</i>	2nd Week	President
	March	
Identify and Confirm Equipment Coordinator – <i>Fall had 2 coordinators. Confirm if they will continue in Spring.</i>	1st Week	President
Field lining for Comp – <i>Headed by Eric G. Confirm Eric has assistance needed.</i>	1st Week	Field lining team
Comp Spring League Games Begin -	1st Week	DOC & Comp Coaches
Evaluate Equipment -	2nd Week	Equipment Coordinator
Order Replacement Equipment -	3rd Week	President
Community Park Fields Become Available -	2nd Week	President
Finalize tournament specifics (ages, cost, advertisement) – <i>Not Applicable</i>	3rd week	Tournament coordinator

Follow up task from January. Re: Search for Fundraising Coordinator. No volunteers for Fundraiser Coordinator. Suggestion to form a fundraising committee team to start fundraising efforts. Reena will lead formation of fundraising committee. Committee should discuss if fundraising efforts should be team based or club wide. Preference for club wide events that provide community benefit. Concern that individual team fundraising may not be equitable for teams of different sizes.

Volunteer Coordinator. Yann is coordinating with Gina (volunteer coordinator) and assistance from Angie. Volunteer coordinator team will put together a system for volunteering. Mike Walsh will assist. Goals of the system are to communicate opportunities, manage sign ups, and track hours. Participation in committees such as fundraising would count toward volunteer hour requirements.

Update on implementation of new model. Dora and Yann met with Team Managers earlier this month to discuss specific points of the organization model that were perceived as problems. 1) Technical Directors would be capped to lead 4 teams maximum. This allows for the TD to attend all team games as allowable per schedule and logistics. Team Managers would work on managing schedule to allow TD to be available for all games. Also allows for TDs to attend all

team practices for at least an hour per team. TD would lead technical drills portion of all practices for the team depending on Coach's specific needs.

Board approved motion to cap Technical Director to lead 4 teams maximum via email following the Team Manager meeting.

2) Vetting and Management of Coaches. Coach oversight will be led by the Technical Director and the Director of Coaching. If further problems occur and Coach is becoming a problem or not meeting requirements, then the issues should be brought to the Board/Comp Director. Technical Directors would not necessarily participate in the team Coach selection, but their opinion and suggestions will be taken into account.

Names of planned Technical Directors and planned Team Coaches will be available to families at the time of tryouts and an Org Chart will be provided showing supervisory roles. It will be communicated prior to tryouts if a Coach is needed for a Team.

Final TD Contracts will not be completed until after try outs, therefore, some changes may occur. Final player counts after try outs may also cause changes. It is the intent of the Club for families to know who the Coach will be prior to committing.

A full Org Chart of the Club organization may be a good tool to provide that provides contact info for Team Managers and other Club roles.

Search for New Coaches. Yann has contacted local volunteers willing to coach teams and has one (Joe) confirmation. Yann will continue to reach out to the wider community and is open to being the contact person for contacting potential coaches.

Uniforms for Comp. The uniform design is completed. White shorts will be replaced with black.

Got Sport down server impacts. The GotSport server is down and is anticipated to be back up and running next week. This may cause delays in scheduling or problems in registration and obtaining player cards. NorCal understands the impact and will honor anyone with approval from Club as long as they are registered within 5 days from when GotSport is functional again. Players are still in need of a medical waiver (hardcopy). Yann was able to at least register the teams prior to the impacts.

8. Vice President Report: None

9. Referee Coordinator Report: Absent. Jeff is trying to schedule clinics possibly at Bridgeview the last Saturday of March.

10. Select/Comp Coordinator Report: Dora held two Team Manager Meetings. They were very successful in helping bring the group of team managers closer and allowed Dora to meet more people. Dora would like to schedule another Team Manager meeting date TBD.

Dora is also providing Monday meetings at Starbucks. This has also allowed more introductions.

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11. DOC Report:

Absent. All team practices have started. Practices at the High School are shared with the track team and so far no complaints. Yann will confirm costs per hour with Johnnie. Community Park fields will be available in March and will allow teams to rotate fields as needed and per Coach preferences.

Coach Will will arrive this weekend. A meeting with Coach Will and 2011 families will be scheduled. Will will lead 2011 practice on Monday. Coach Josh is also back this weekend.

Current coach contracts go through June.

Coach Will's contract go through June (comp) and then rec assistant coach in the fall 2023. May reassess as necessary.

Comp Scheduler. Megan B. is the new Comp Scheduler. Heather Walsh has been introducing her to the system. Scheduling on hold until Got Sport is up. Yann will let her know when fields are lined and available.

12. Recreation Coordinator Report:

Keeping track of questions about rec registration for future "FAQ" Email

Questions:

-Michael Munn (past registrar) is still getting Emails with questions from parents. He seems to be getting direct emails, as well as inquiries from the SportsEngine contact form. Can we change that?

Cannot change direct emails, but sportsengine questions can be looked into...

-Website: Under "Board members" Rod is listed as Rec Coordinator and I'm listed as Rec Program registrar

Will fix that.

Dora: Website needs to be updated. Can not find contact information for people.

Board can contact web manager (Mel) for website changes needs to make current.

13. Registrar Report: Susie: Early Bird Registration has started for rec. 84 early bird registration so far. Receiving some emails about spring comp registration and will coordinate with Yan and Heather on questions.

Some requests to add Paypal as a payment option. Emma will review possibility and if previous Treasurer had reviewed.

Donation requests and option to include the credit card fees in registration will be included for the fall comp registration.

14. Treasurer Report:

Emma is going to meet with Mike to received files and copies of back taxes. Emma will review Paypal.

Review of Financial for the Month (see attachment). Income \$40k. about 10% of expected budget.

Question regarding Toilet Rental costs. Confirmation that invoices cover 6 months. Yann will confirm that toilets should be removed in the offseason but are needed as we are not allowed to use Semple facilities.

15. Secretary Report:

Reena recommends the Formation of an Operating Committee with the following goals:

- i. Review and update BAFC Mission Statement
- ii. Review and update BAFC Bylaws
- iii. Review and update Policies and Procedures
- iv. Review and update Website Content

Recent town hall meetings brought to light that the Mission Statement, Bylaws and Procedures should be updated and reviewed.

The current bylaws are hard to understand and may be out of date. Bylaws should be reviewed by a lawyer. Dave Balter previously reviewed last updates made to allow vote by email and Club name changes.

Reena has spoken with Ann Brooner who may be interested in leading effort of Website Content review and ByLaw review. Reena will lead on looking for volunteers for the committee.

Reena will draft an email regarding the Fundraising Committee and Operating Committees for Yann to distribute.

Yann typically sends 1 email per week to all Club Members.

16. Next Meeting Wednesday March 22, 2023, at 7 pm

17. Meeting Adjourned: 8:10pm

****Closed Session****