



BAFC Board Meeting Minutes

Wednesday, January 24 at 7 pm

In person Meeting- 120 E L Street Benicia

1. **Roll Call Board Members Present:** Yann Youvenot (President), Reena Thomas (Secretary) Derek Weldon (VP), Emma, Petrouski (Treasurer),

Via Zoom: Derek Weldon (VP), Emma, Petrouski (Treasurer), Annie Mertz (Rec Coordinator); Jeff Kuta (Ref Coordinator)
2. **Roll Call Guests Present:** Melissa Ramirez, Michelle Fernandez
3. **Meeting called to order: 7:03 pm**
4. **Review January Meeting Agenda** Motion to Approve January Meeting Agenda (Reena), Second (Emma), Motion Passed
5. **Approve December 20, 2023 Meeting Minutes** Motion to Approve December Meeting Minutes Reena), Second (Emma), Motion Passed
6. **Public Comment:** None

7. President Report:

7a. Review Action items for January/February

<u>Activity</u>	<u>Date</u>		<u>Who Will Do It</u>
		January	
Rent BHS and other fields <i>Done</i>	1st Week		DOC
Submit Field Request to City of Benicia <i>Done</i>	2nd Week		DOC & President
Submit Field Request to Benicia Unified <i>Done</i>	3rd Week		DOC & President
Conduct Planning Meetings <i>Done</i>	2nd Week	January 17	President

<i>Yann to confirm</i>			
Install Rec Program Registration Signs Around Town	3rd Week		Volunteer
End of Southampton at Military			
End of Rose at 2nd Street			
On Rose Facing Matthew Turner Exit			
Board Meeting	4rd Week	February 28	Board

- **Vote for approval of the budget**

BAFC ended 2023 in a budget deficit. The following items had the highest impacts on the budget status: lower number of Comp Registrations, reordering of rec uniforms due to leak/mold issues in the storage unit, increase of City field use fees. Other impacts included ordering of equipment and coaching gear that should not need to be replaced in the next year.

Due to the budget deficit, the hiring of a new TD is not feasible this year. To date, there are 18 comp teams registered for the spring season (2 more than the fall). To accommodate additional comp teams with the existing TDs, TD time commitments will be reallocated amongst their assignment on a need basis (ie some teams will need more assistance from TDs, and some teams will need less). Coaches are always encouraged to reach out to their TD for assistance as needed. The Board can revisit the need and budget for additional staff if needed at another time.

The proposed 2024 Budget is balanced.

Motion to Approve the 2024 Budget (Emma), Second (Reena), Motion Passes.

- **TD assignments**

Yann has coordinated with Coaches to inform them of the TD shortage. Some potential new teams for the spring have not been finalized. Final teams need to be registered by February 9.

- **Town Hall** BAFC Town Hall meeting will be next Tuesday January 30 at 6:30 pm at Robert Semple Elementary. The Town Hall will present a “Year in Review and Looking Forward”. Yann will prepare draft slides in Google Slides. Yann will help Gaby with update on Comp. Annie will provide update on Rec. Emma will provide Yann with bullet points on the budget. Jeff and Yann will prepare information and updates for Referees including referee shortage and appropriate behavior. Yann will confirm if he needs assistance for set up.

- **Team registrations** All confirmed teams to date are registered for the Spring. 2007B were already registered for the whole year because of Premier level. Emma has received invoices for registration.

- **Vote on fees increase for rec registrations** Budget review noted the increase of City fees for field use. It is unclear if the City will raise the fees again this year. Other costs that have increased in the last year: referee fees, field paint, equipment costs. To balance the budget, increased fees are needed across both recreation and comp leagues. At the moment, only need to consider rec registration fees prior to opening registration.
Motion to increase rec registration fees by \$35 (Annie), Second (Reena), Motion Passes.

8. Vice President Report - None

- 9. Referee Coordinator Report:** Ref assigning platform is changing from Game Officials to Arbiter. GameOfficial is closing down service. Arbiter was selected because other large groups are making the move there and it has a built in pool of officials including high school and college referees. Jeff anticipates that the Spring season will have better referee coverage because most of the games are at the competitive level.

Jeff will offer a ref training session in July/August for the Fall season. Refs in need of training for the spring will be referred to other regional trainings. Jeff will coordinate with Annie on a Parent Ref training for Rec U8 and below, and will plan on holding this every year. It can also be recorded and offered online. Jeff or Stu Levine can provide training.

BAFC is setting up to comply with new legislation requiring coaches and administrators to be fingerprinted (Livescan) in addition to background checks. Yann will confirm if this is also needed for referees. BAFC will look into holding fingerprinting clinics (one in the spring, one in the summer for fall season) for those requiring it. Emma will look into the mobile fingerprinting costs. Estimated costs is \$80pp. Michelle noted that the Mail Store may be able to donate services. Michelle will follow up with them. Gotsport has integration for background checks, but not for fingerprinting. BAFC will need to keep track and may need a volunteer to coordinate. Costs for fingerprinting should be paid for by BAFC.

Reena noted that the City recently installed AED equipment at Comm. BAFC should communicate this to coaches and TDs so they are aware. BAFC should review with the City what the instructions are for use of the AED equipment.

- 10. Select/Comp Coordinator Report:** Yann provided update for Gaby. Status of fields are as expected. Waiting to confirm status with BHS.

11. DOC Report: None

- 12. Recreation Coordinator Report:** Annie is checking in with last year volunteers and coaches and is actively recruiting for coaches.

Annie would like some ideas for consideration of other models for older age groups for Rec. Other local organizations cut off at U16, but Annie would like to provide something for teens like organized pick up games. It was noted that U19 could find a 5v5 league.

This model is good because less players are needed. Arsenal also had a 7v7 teams for U15 that was in house. This may be another option to consider. They could play each other or some of the coaches/adult teams.

13. Registrar Report: None. Preparing for February opening registration.

14. Treasurer Report: 2024 Budget balanced budget was approved. All information is input into QuickBooks.

There was questions about discount codes for registration for Volunteer Coaches. Yann will coordinate with specific Coaches for retroactive discounts.

Upcoming, BAFC need to clarify the policy for discount codes for Volunteer Coaches. 1 Head Coach will have 100% discount. 1 Assistant Coach will have 50% discount. If there are multiple coaches on a team, the discounts may be split. If registration costs are a burden, other options for Financial Aid are available.

Treasurer and President will review invoice line items for clarification.

15. Secretary Report: Starting to plan for fundraising activities for the year including raffle and potential profit share at Luccas. Looking to solicit donations for raffle prizes. Please let Reena know if you know someone that may be able to donate items like TimeShare property, etc. Reena is working with Heather Vitale to identify Volunteer coordinators.

16. Next Meeting Wednesday February 28, at 7 pm –

17. Meeting Adjourned: 8:06 pm