



BAFC Board Meeting Minutes

Wednesday, March 27 at 7 pm

In person Meeting- 120 E L Street Benicia

Zoom:

<https://us02web.zoom.us/j/81951111623?pwd=akVZVTZ1cXJpbFVUWHBqKzdWVXdFZz09>

- 1. Roll Call Board Members Present:** Yann Youvenot (President), Reena Thomas (Secretary), Annie Mertz (Recreation Director)

Via Zoom: Gaby Lavelle (Comp Coordinator), Emma Petrouski (Treasurer)

- 2. Roll Call Guests Present:** Johnnie Purvis (DOC), Will Gillis (TD), Josh Pickersgill (TD) David Maggart, Karina

Via Zoom: Megan Buck; Nai Paz, Katherine Grabek, Amy Lerner, Chris Arentz
(Note: Zoom participants joining after 7:15 pm may not be noted)

- 3. Meeting called to order:** 7:00 pm

- 4. Review March Meeting Agenda:** Motion to approve (Reena), Second (Gaby), Motion Passed

- 5. Approve February 28, 2024 Meeting Minutes:** Motion to approve (Reena), Second (Gaby), Motion Passed

- 6. Public Comment:** None

- 7. President Report:**

7a. Review Action items for March/April

	Accomplish		
Activity	Date		Who Will Do It
		<u>March</u>	
Field lining for Comp – <i>Done</i>	1st Week		Field lining team
Comp Spring League Games Begin – <i>Done</i>	1st Week		DOC & Comp Coaches

Community Park Fields Become Available – <i>2 Fields available</i>	2nd Week		President
<i>Finalize tournament specifics (ages, cost, advertisement)</i> <i>NA – No Tournament This Year</i>	3rd week		<i>Tournament coordinator</i>
Board Meeting	4rd Week	March 27	Board
		April	
Advertise/Plan for Comp Info Night <i>Gaby, Yann, Johnnie</i> <i>Date is planned. Need to advertise.</i>	1st Week		Comp Coordinator
Advertise for Comp Tryouts (Add note in tryout registration to state if player has already registered for Rec) <i>To Be Done</i>	1st Week		
Prepare New Contracts for DOC and TDs <i>To Be Done</i>	1st Week		Comp Coordinator
Choose Rec Uniforms <i>See Rec Director Report</i>	2nd Week		Rec Program Coordinator
Rec Uniforms and Balls Ordered <i>To Be Done</i>	2nd Week		Rec Program Coordinator
Identify and Confirm Rec Coaches <i>To Be Done</i>	3rd Week		Rec Program Coordinator
Identify and Confirm Opening Day Coordinator <i>Done- Melissa Ramirez</i>	3rd Week		President
Submit DOC and TD Contracts to Board for Approval <i>To Be Done</i>	3rd Week		Comp Program Coordinator
Comp Info Night	4th Week		President and DOC
Early Bird Registration Ends	4th Week	April 30th	Registrar
Book Fields for Fall	4th Week		
Board Meeting	4rd Week	April 24	Board

- Rec Registration – comments regarding new policy of Club Fees paid at time of registration:** Yann noted that the rec registration opened a few weeks ago with the new policy requiring that a \$200 yearly Club Fee per player be added at the time of registration that would be reimbursed following completion of volunteer hours. The new Policy was discussed at the Club Town Hall in January and an email was sent out to the Club members that described the reasoning for the new policy. The new policy is needed because many volunteer needs were not being filled or accomplished; or some said they volunteered but the Club could not track or verify that the hours were completed. The new policy requires the Club fee to be paid upfront and is refunded when the hours are confirmed, putting the responsibility of completing and tracking volunteer hours on Club members. The Club will provide refunds as soon as the volunteer hours can be verified.

Johnnie asked that a clear statement of the new Club Fee policy be drafted to be put on the Club website. Reena will draft and provide.

David noted that he understands the reasoning for the new Policy, and as a previous volunteer, would like acknowledgement that last year's volunteer hours were noted by the Club.

Yann noted that financial assistance is always available on an individual basis, and Club members should reach out to the Board if any assistance is needed.

Annie noted that she understands that previous volunteers may feel thrown under the bus with the new policy, but it is needed to make other Club members take accountability for volunteering.

Yann noted that volunteer recruitment and tracking has been discussed at length, and a new process to track volunteers was necessary. The policy is not intended to increase profit, but as a means to increase volunteer participation throughout the Club and to track those that have not completed required volunteers hours.

Karina noted that there is some anxiety in finding volunteer hours because many positions are filled before the season starts; it is hard for people to find options to complete their required hours. There is not enough communication on what opportunities are available. There are ways that coaches and team manager can break up needed tasks to provide volunteer opportunities (i.e. shade and bench manager, etc).

Annie will provide a list of volunteer opportunities needed for Rec Program.

Nai noted that a list of volunteer roles would be helpful. She notes that the Team Manager handbook includes a list of volunteer tasks that DO NOT count for Club volunteer hours. Yann noted that previously, some tasks were excluded from counting (e.g. Banners) to encourage people to volunteer for other more critical needs like field lining, etc.

- **Other registration items** – Need to set up registration for Jordan's Top Soccer. Need to coordinate with members that registered prior to the new fee policies to include the Club fee.
 - **Equipment box at RSE and Liberty** – Yann will purchase new locks. Coaches and managers to have codes.
 - **Update on fields (keys at BCP)** -- Currently locked out of storage box by the canteen. Evidence of vandalism to equipment boxes. Yann is working with the City to repair, and will get new locks for sheds and goals. Keys for goals to be held by TDs and head coaches.
 - **BHS access** -- BAFC shares BHS track with high school track and field team where track and field has priority. Johnnie has completed the practice schedule times..
8. **Vice President Report:** Yann provided updated in lieu of Derek. Issue at 2014 boys home game in which parents were angry at referee. Parents fought and the game was called early. Anticipated that both Clubs will report each other to Nor Cal.

David noted that from baseball experience, officials have ejected parents off the field to let the players continue the game. Karina noted that sometimes parents encourage the players to be more aggressive. Reports should be issued 24 hours after the game to allow of reflection and constructive feedback for referees.

9. Referee Coordinator Report: Included in report above.

10. Select/Comp Coordinator Report: Included in DOC report.

11. DOC Report:

- **Live Scan Process** – Per new requirements, all coaches, asst coaches and refs (?) required LiveScan fingerprinting. Approximate cost is \$80 per person. At this time, coaches will pay and ask for reimbursement from the Club. BAFC will review the requirements, set up and forms necessary for Livescan. There may be funding or grants available. Annie will look into working with Benicia Police Department if they can assist. BAFC will look into working with other local providers (UPS or MailStore).
- **Competitive Program Try-Out Dates** – Johnnie noted that the try out dates have been confirmed by NorCal and shared with TDs and Coaches. Johnnie and TDs are setting up the structure for try outs. Last year was 2 days for each age group. This year may be 1 day with available days for make ups. Anticipates one week for olders and one week for youngsters. Will review other Clubs tryout schedules to not clash. TDs will meet and schedule. There will be a training event for comp coaches in April. Last year, notifications were done by a combination of emails and callbacks. It is important that players commit as soon as possible in order to confirm team rosters. Volunteers could assist in tryouts and notifications. TDs will not use Team Genius app this year. They will meet to determine how the evaluations will be completed on a Word doc or similar, and will look for an offer letter template.
- **Kit for next season/year** – Soccer pro is merged with another company that they anticipate will provide faster service. Comp would get new kits in 2025. Soccer pro want to know if we want custom or generic kids. Will need to review costs to decide.
- **Plans for rec coaches** : New UKI coach, Daniel, is helping with the Spring non-competitive soccer program of about 79 players. BAFC has typically had a UK soccer trainer assist in the fall. Daniel is opt to staying on in the fall to assist with Rec. This would require housing for the UKI coach. Housing a UKI coach could be used to fulfill volunteer hours.
 - i. August 3 Rec Coaches Training event. Josh and Will could assist if there is budget to do so.
- **Feedback:** Johnnie is providing feedback to coaches 3 times a year. Would like to try to implement something similar for rec coaches. Johnnie would like to

implement Complaint and Concern Forms to get additional feedback. It is hopeful that coaches will be more comfortable talking and coordinating with TDs.

12. Recreation Coordinator Report: Annie is working on a Volunteer Position list and will coordinate with Heather Vitale. Annie is working on the Coaches packet to include livescan and background check information, calendar, and manual. The Coaches Conference is scheduled for August 3 to include training with the TDs, administration overview, and equipment disbursement. Annie is working on the Rec uniform order, and is looking for other suppliers. Current kits are about \$26 year. Annie suggests all teams have a reversible black and yellow uniform to be able to be reused next season. Emma suggests that the different team colors are fun identifiers for the teams, especially of importance to the younger ages and should not be changes.

13. Registrar Report: Yann reported that 81 rec players are registered. Low for this time, but may be due to confusion regarding the Club fee structure, and that the signs for registration have not been put up yet. Advertisements have been on Facebook and Yann will review with Will to put on Instagram. Will is doing well with the social media presence. He will reach out the coaches for pictures. Club needs to verify if we have consent for photo use on social media or craft a statement regarding how they will be used with social media guidelines.

14. Treasurer Report: Emma sent financial statements for review. Rec registrations are ramping up. There has been some discussion about how to get teams registered for tournaments. 3 tournaments are included per team. BUSD was paid for BHS field use which includes additional time for staffing and clean up.

15. Secretary Report:

- **Fundraising** – Thanks to the work of Michelle Fernandez who coordinated with Valero to secure a \$5000 sponsorship for the Club. Valero logo will be put on rec uniforms if possible, and on a banner for opening day and on Social Media. Josh suggested that individual comp teams may also get sponsorships to put on their kits. Reena noted that those would need to be secured by the team treasurer to keep the funds with the individual teams.
- **Elections** – Need nominations for Board President. Volunteers can get credit by assisting in the near term prior to elections.

16. Next Meeting Wednesday April 24, at 7 pm

17. Closed session

18. Meeting Adjourned: 9:05 pm