



# AMERICAN YOUTH SOCCER ORGANIZATION

Burlingame AYSO | Section 2 | Area N | Region 63  
 P.O. Box 1212, Burlingame, CA 94011  
[www.burlingameayso.org](http://www.burlingameayso.org)

## BURLINGAME AYSO BOARD MEETING

**DATE:** April 14, 2015      **LOCATION:** Burlingame Rec Center  
**TIME:** 7:30pm- 9pm      **PREPARED BY:** Nick Skelton, Regional Secretary  
**PURPOSE:** Regular scheduled meeting of General Board to administer 2015 Season

## ATTENDANCE

ATT: NAME	ATT: NAME
<input checked="" type="checkbox"/> Gary Rainville, Regional Commissioner	<input checked="" type="checkbox"/> Eliot Alfi, U16/U19 DC
<input checked="" type="checkbox"/> Trent Wright, Regional Treasurer	<input type="checkbox"/> Vivian Alhorn, U14 DC
<input type="checkbox"/> Jean Gordon, Regional Registrar	<input type="checkbox"/> Chester Rice, U12 DC
<input type="checkbox"/> Calvin Gee, Regional Safety Director	<input type="checkbox"/>
<input type="checkbox"/> Jim Brogan, Regional CVPA	<input type="checkbox"/> OPEN, U10 B/G DC
<input checked="" type="checkbox"/> Kim Jordan, Regional Coach Admin	<input type="checkbox"/> OPEN, U10 B/G DC
<input checked="" type="checkbox"/> Mike Hazinski, Regional Referee Admin	<input type="checkbox"/> OPEN, U08 DC
<input checked="" type="checkbox"/> Nick Skelton, Regional Secretary	<input checked="" type="checkbox"/> Kevin Kriner, U08 DC
<input checked="" type="checkbox"/> Rick Sandor, Asst. Referee Admin	<input type="checkbox"/> OPEN, U07B / U07G DC
<input type="checkbox"/> Rob Wehmeyer, Asst. Coach Admin	<input type="checkbox"/> OPEN, U07B / U07G DC
<input type="checkbox"/> George Atkinson, Auditor	<input type="checkbox"/> Will Evans, Asst. Coach Admin
<input checked="" type="checkbox"/> Bob Bierman, Field Director	<input type="checkbox"/> John Maierhofer, Jamboree coordinator
<input checked="" type="checkbox"/> Doug Luftman, Uniform/Equipment Coordinator	<input type="checkbox"/> Alson Kemp, Jamboree coordinator
<input type="checkbox"/> OPEN, Photo Coordinator	<input type="checkbox"/> OPEN, EXTRA/Select Coordinator
<input type="checkbox"/> OPEN, Volunteer BBQ Coordinator	<input type="checkbox"/> Rick Quintana, Dir. Ref. Assessment
<input type="checkbox"/> Andrea Pappajohn, Recycling Coordinator	<input type="checkbox"/> Lesley Stolz, Dir. Youth & Women Referees

**A- CALL TO ORDER-** Meeting Start- 7:30pm. Attendees are as indicated above.

### B- GENERAL ANNOUNCEMENTS

2/10/2015  
 GR proposed to approve last minutes; DL second; all approve.  
 Darrin Atkinson has joined Ref Admin team

3/10/15

- U9G and U10G won Sportsmanship award in Winter Extra League
- Expo Feed back: Good discussion on concussion (EA). Discussion of whether individual areas cannot allow heading (GR to clarify this). Regional management (GR) was a good course; also being run at GG (BB).
- We achieved our Gold regional assessment (GR); 3 points short of platinum (!). E.g. training courses have to be registered in eAYSO to count.
- GR to moved to approve minutes form 2/10/15; BB second ; all approve
- All board members need to sign up as volunteers SOON

4/14/15

- Eliot – 15yr service award at EXPO!
- GG camp registration is open
- Bob & Meeks Vaughn – Area management training courses 6/6/15
- GR to moved to approve minutes form 2/10/15; MH second; all approve

**C- CALENDAR REVIEW** [Refer to Calendar]

See Goggle doc for full details.

- 3/11 Complete discussion of uniform order
- 3/15 Email parents about registration
- 3/18 Area meeting in FC; GR needs cover; BB will be there.
- 3/22 Deliver fliers to schools (2 weeks before first registration)
- 4/2 Need U16/U19 coordinator signed up (EA to send info to Lori)
- 4/6 Regional Ref admin meeting with ARA in Foster City (7:30)
- 4/9 Early reg event (6:30 – 8:30)
- 4/11 On-site registration (12:30 – 4:00 PM)
- 4/14 Next Regional board meeting
- 4/15 area meeting cancelled
- 4/26 Reg banner to be hung – ask Registrants how they heard about registration
- 4/22 Meeting for U16/U19 coordinators
- SEE others on agneda

**D- REGIONAL TREASURER REPORT**

No	ITEM	ACTION	DATE	STATUS
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**D- REGIONAL TREASURER REPORT**

No	ITEM	ACTION	DATE	STATUS
1-01	Budget: Slightly less funds than this time last year (~\$10k); expected due to capital draw down. Draft budget will be presented at next meeting. MH to send estimate to Trent before next meeting.  [3/10/15 Update] NAP online will create budget for us. Lots of support from National. Plan to have budget available next meeting.  [4/14/15 Update] Trent has a draft budget but current version of form from National will not accommodate our budget numbers. TW and BB will fix. Please submit open budget items soon so that Trent can generate a draft budget for discussion at next meeting. Also some complications from transferring account from BofA to City National Bank. Several expenses are higher in current budget (UK Soccer, field expenses, uniforms). But revenue slightly higher (out of area fees, late payment fees, fewer scholarships).	TR	2/10/15	<b>OPEN</b>
2-01	Winter league payments still need to be turned into Trent; None received so far from the coaches. GR to check with DZ.  [Update 4/14/15] Payments now complete	TW +GR	3/10/15	<b>OPEN CLOSED</b>
2-02	Plan to spend down capital was forwarded to Area Director. Proposal only based on national's policy changes.	TW	3/10/15	<b>CLOSED</b>

**E- REGISTRATION**

No	ITEM	ACTION	DATE	STATUS
1-01	[From 2014] DZ raised the possibility of splitting the U10 divisions into two (U9 and U10). This would have the same number of total teams, but would be easier to manage. To be discussed at future board meeting  <i>Update:</i> Area/Section won't allow. Plus it would stack our Area tourney team with U10 players vs. other regions that still mix U9 and U10.	DZ	10/13/14	<b>CLOSED</b>
1-02	Banner on Burlingame Avenue confirmed 4/21 – 5/5. Four registration dates set (see google calendar). One on Thursday night, others on Saturdays  [Update 3/10/15] Jean to make lawn signs and distribute to Board. Send out e-mail blast 3 weeks before first registration date (BB). First will be general info for season including high-lighting early sign up for volunteers. BB has placed ad in Rec Center catalog. "I am AYSO" shirts will be ordered by RS (mixture of T-shirts and polos?). See gDoc for size sign up.	JG	2/10/15	<b>CLOSED</b>
3-01	Can we find other locations near Roosevelt and Franklin for lawn signs to promote registration awareness?	GR	4/14/15	<b>OPEN</b>
3-02	Registration Update. Going OK so far. 25 on Thursday; 250 on Saturday. Computer lab usage is down to about 70 visits (a good thing!). 271 registered players already (usually ~330).	GR	4/14/15	<b>OPEN</b>

**F- COACH/ PARENT VOLUNTEER ORIENTATION MEETING**

No	ITEM	ACTION	DATE	STATUS
1-01	Combine coach and coach-parent-referee meeting for U8 and U10. GR working on slide deck.  [Update 3/10/15] No update	GR	2/10/15	<b>OPEN</b>

3-01	Save the date leaflets handed out to U8 and U10 parents. Check with Jean and Leslie whether we need more.	GR	4/14/15	<b>CLOSED</b>
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<b>G- OPENING DAY</b>				
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No	ITEM	ACTION	DATE	STATUS
1-01	<p>[From 2014] Planning for Region 63 40<sup>th</sup> anniversary. Propose Saturday morning 9/12/15 at BHS or Baseball field Dad's club pancake breakfast (DL to contact Dad's club)? BBQ? Picnic? Save for future meeting.</p> <p>[3/10/15] GR to contact Dads clubs</p>	GR + Opening day parade committee	9/13/14	<b>OPEN</b>

1-02	<p>Consider the following to celebrate the 40<sup>th</sup> anniversary:</p> <ul style="list-style-type: none"> <li>- Anniversary coin for referees</li> <li>- Free t-shirts for all kids</li> <li>- City proclamation</li> <li>- Coach shirts</li> <li>-</li> </ul> <p>[Update 3/10/15] BB to see which fields are available and book (Stadium is booked for BHS football game). Preference for field where we can have food. RS has design for referee coin (SPI) GR has been talking to vendors for t-shirt (free for kids and coaches). RS has some designs – includes the official Burlingame Tree (same as for coin) GR to send draft proclamation to City Council to be read at parade DL to look into ordering soccer balls with 40<sup>th</sup> anniversary logo.</p> <p>[4/14/15 Update] CG to forward proclamation to City GR contact Daily Journal with piece about Burlingame AYSO GR has a site for ordering the t-shirts (deliver once on-line orders reach a certain level) DL to order nice coach shirts (red, polo?) with 40<sup>th</sup> Anniversary logo. RS to go ahead with referee coin GR talking to Franklin Dads club about a pancake breakfast</p>	GR	2/10/15	<b>OPEN</b>
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<b>H- VOLUNTEER BBQ</b>				
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No	ITEM	ACTION	DATE	STATUS
1-01	Need to identify new coordinator. Lions Club is flexible, but declining numbers year over year and fixed cost for Lions Club plus outside caterer make it relatively expensive. Proposal to hold the event at a restaurant instead (e.g. La Corneta?).		2/10/15	<b>OPEN</b>
3-01	CG volunteered to coordinate this. BB also has another volunteer to help out with this.			

<b>I- EQUIPMENT DIRECTOR</b>				
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No	ITEM	ACTION	DATE	STATUS
1-01	DL to place preliminary order with uniform supplier. Camo style fine for up to and including U10. Make sure to request very different colors. Update size distribution for U16 and U19. Other items to order include: coaches bags, first aid kits, coach shirts, goalie gloves for U10 and above. IMPORTANT add details to gDoc for reference in future years.	DL	2/10/15	<b>OPEN</b>

**I- EQUIPMENT DIRECTOR**

No	ITEM	ACTION	DATE	STATUS
	[3-10-15 Update] Fox Sports will have their Logos on our uniform. Some debate about the fit of the girl's uniforms. National is reviewing. Order has been placed to get better pricing (still need to figure out size distributions). Note that Scores will prepack Coaches bags (\$2 per)			
3-03	DL to consider ways to recognize long-standing volunteers for the organization (shirt, jacket etc). BB to pull numbers of how many volunteers this might involve.	DL	4/14/15	<b>OPEN</b>

**J- FIELDS DIRECTOR**

No	ITEM	ACTION	DATE	STATUS
1-01	Pop up goals for practices at Franklin. 6x12ft (\$269) or 7x14ft (\$299) are available and easier to set up than 7x21ft (\$399). Go with 7x14ft. There is room in the AYSO lock box at Franklin.  [Update 3/10/15] Ordered at Expo (discount!) and have now arrived. BB to move into storage locker or field lockers.	BB	2/10/15	<b>CLOSED</b>
1-02	Discussions with SMUHSD. They may be flexible on giving us access to Backfield before noon. Currently have BHS field for Tuesday (Practice) and Thursday (Games). Also discussing lights for SMHS and Franklin.  [Update 3/10/15] Need to add garbage at Osberg. Concrete pads are being considered at Osberg and Franklin for goal storage (split cost with BSC). Maintenance needed more frequently for Franklin and Osberg (to improve life of field). Some costs may be passed onto us. Lighting at Franklin: Will need to go through SEQA including environmental assessment report. If we do this, we will have to provide handicapped ramps for all entrances (ADA – any improvements must include handicapped upgrades). Will need architecture design. Worth pursuing but will take a while. City will have to approve but School Board will need to approve plans including EIR.  [Update 4/14/15] Bob confirms that we will get all the fields that we want (may need to return some if not used). May have some games at Osberg to reduce impact on Murray (reduced watering). Fields on Murray will get moved from week to week to reduce wear on field.  No update on Lights at Franklin (waiting for design to be considered).	BB	2/10/15	<b>OPEN</b>
1-03	Resurfacing of Murray is moving fast. Contract currently with National to check language before we commit to the project.  [Update 3/10/15] Still in contract negotiations with National.  [Update 4/14/15] Postponed due to water usage. Will revisit next year.	BB	2/10/15	<b>CLOSED</b>
1-04	Principal at BHS wants all lockers removed from site. Considering using Tuff Sheds instead.  [Update 3/10/15] Tim Ryan (B'game facilities) suggests that installing tough shed not permitted by DSA rules. BB to check on this. GR looking into renting more storage space at Extra Storage.	BB	2/10/15	<b>OPEN</b>

J- FIELDS DIRECTOR				
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No	ITEM	ACTION	DATE	STATUS
	[Update 4/14/15] We will have a shed at Washington big enough to hold Flex goals. Still waiting to hear about shed for Franklin.			

K- REGIONAL CVPA/ VOLUNTEERS & REGIONAL SAFETY				
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No	ITEM	ACTION	DATE	STATUS
1-01	[From 2014] Badge policy for 2015?  <i>Update:</i> Coaches should wear or produce badges, medical forms and game card prior to game start. Badges prove that adults in technical area are trained coaches. If no badge, show roster and valid ID. Refs to note status of materials for sportsmanship points on game cards, follow-up by RCA for anything missing. Referees provided phone numbers for RCA, safety director and RC.	GR	11/10/2014	<b>CLOSED</b>
1-02	CG volunteered as regional Safety director	CG	3/10/15	<b>CLOSED</b>

L- REGIONAL REFEREE ADMINISTRATION				
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No	ITEM	ACTION	DATE	STATUS
1-01	[From 2014] MH circulated a draft describing the RVP system. The aim is to use this to help recruit and keep youth referees while restricting adult participation in the RVP program to 2 years. Mike will email to Board for comment.  [Update 4/14/15] Previously agreed that we would extend to U12 but limit max RVP points to 9 per team per season. Goal – all teams get 9 points from the program. MH discussed details of RVP program for 2015 season. Plan to extend to U12 to keep referees moving up from U10. Current U8 referees can extend for 2 more years to generate points for their affiliated U10 team. Likewise, U10 referees last year can extend for 2 more years to generate points for their affiliated U12 team. No limit on youth referees participation in RVP program. Need involvement from DCs to advertise the program. EA raised the point that some coaches may complain about not being able to benefit from having experienced referees affiliated with their team. BB – split U10 teams into A and B flights based on regular game points, but include RVP points for standings within A and B flight. GR – lets look at end of season to see if RVP program does have desired effect of recruiting new referees.	GR/MH	10/13/14	<b>OPEN</b>
1-02	[From 2014] Primary soccer partnership with the Earthquakes. Ticket sales from region tied to benefits. MH to look more into this.	MH	4/7/14	<b>OPEN</b>
1-03	Darrin Atkinson part of Ref Admin team	MH	2/10/15	<b>CLOSED</b>
1-04	Ideas for discussion at a future meeting: • Consider RVP program for U12 games this year. Least coverage of games in 2014 for this division. • NB in Hillsborough teams can only proceed to the playoffs IF they provide a volunteer referee. Consider for U10 and U12? • How to handle lopsided games • Silent Sunday in 2015 – stricter for parents than coaches	MH	2/10/15	<b>OPEN</b>

L- REGIONAL REFEREE ADMINISTRATION				
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No	ITEM	ACTION	DATE	STATUS
	DO this well in advance of coach-parent meetings so we can provide a clear message.  [Update 2/10/15] RVP at U12 in 2015. Proposed for vote by GR. Seconded by RS. All approved.  [Update 3/10/15] No update  [Update 4/14/15] RQ attended area ref admin meeting			
1-05	Training dates set for U8 and Basic training. MH to add these to the board google calendar.	MH	2/10/15	<b>CLOSED</b>
3-01	MH is updating ref admin web pages. Let MH know if there are other items that need updating.	MH	4/14/15	<b>CLOSED</b>

M- WEB COMMUNICATIONS (PROJECT MANAGEMENT & MSL[mysoccerleague.com])				
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No	ITEM	ACTION	DATE	STATUS
1-01				

N- REGIONAL COACH ADMINISTRATION				
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No	ITEM	ACTION	DATE	STATUS
1-01	Kim, Will and Rob to jointly be responsible. Kim takes lead RCA role. Rob as ACA responsible for any activities concerning coach discipline. Will as ACA to lead instruction. Dates being decided for coach training sessions.	KJ, WE, RW	2/10/15	<b>CLOSED</b>
1-02	DZ proposes to split U10 division in two (either U9 and U10 or as two U10) to make DC life easier. Would complicate relationship with Area and Area tourney.		2/10/15	<b>CLOSED</b>
3-01	UK soccer dates need to be confirmed. KJ and WE need to set dates for training classes. U10 field session and U12 field sessions need to be scheduled for fields. Ideally hold these before coaches meeting so they can be certified.	WE, KJ	4/14/15	<b>OPEN</b>
3-02	Post matrix of required coaching trainings on the Region web page	WE, KJ	4/14/15	<b>OPEN</b>

O- DIVISION COORDINATORS				
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No	ITEM	ACTION	DATE	STATUS
1-01	Need to confirm DCs for each division. Openings for U10 through U7. Send out a mass e-mailing now with Google form to solicit volunteers. GR wants a more coordinated effort this year to make sure that all coaches have appropriate level of training that does not depend on DC input. Some kind of self-service website to track this? Can we also coordinate emailing across divisions to save time and provide more uniform information to coaches?  [Update 4/14/15] No Update	KK, GR	2/10/15	<b>OPEN</b>
1-02				

P- EXTRA PROGRAM & WINTER SELECT				
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No	ITEM	ACTION	DATE	STATUS
1-01	Season is in progress; three games remaining. BB has seasons costs have been totaled up and ready to send to the teams. DZ ready to outline process for next year. Biggest problem was lack of field space for practices and conflicts with club teams and other sports. Proposal to identify select team during player evaluations. Also propose that winner of Burlingame Cup is the de facto Winter Select coach.  [Update 3/10/15] Season is now finished. U9G and U10G both received sportsmanship award. TW commented that U14B game vs. Hillsborough got out of hand. Two yellow cards given to HB players only after insistence from AR (Referee did not manage game well).	DZ	2/10/15	<b>CLOSED</b>
1-02	Costs for 2015 season. Fields will cost ~\$36.50 per player. BUT Burlingame has changed the way they evaluate field costs and may want to re-charge us the \$16 per player for the winter league. GR propose that Region pay the difference if Burlingame requests more; DL seconds; all approved.	BB	2/10/15	<b>CLOSED</b>
1-03	Proposal by Area to start Fall Extra program. Due to stress on referees, coaches. Fields and administration, Region 63 not in favor of participating.	GR	2/10/15	<b>CLOSED</b>

<b>Q- GENERAL ITEMS</b>				
No	ITEM	ACTION	DATE	STATUS
1-01	[From 2014] Team balancing in 2015. More input from DCs, other board members who know players well via small meetings to review teams. Look at player ratings for last 2 to 3 years to identify mis-ratings.	GR	11/10/14	<b>CLOSED</b>
1-02	Wherever possible, add details of activities this year into gDoc for reference in future years. It would be nice to have it all in one (electronic) place.	GR	2/10/15	<b>CLOSED</b>
1-03	Board recruitment. Perks of job: pre selection of uniform color! Preference for practice times. All current board will have to sign up again after 3/1/2015.  [Update 3/10/15] Need to make sure that we do follow up with everyone on list that expresses interest in volunteering. Try to contact soon after registration meetings. Important to have a Volunteer Coordinator to oversee this. RS already has list of open positions. BB would like this as a google-doc link in registration email. E.g. BB would like to start delegating some of his computer tasks.  Should we have a google form to feed data into a master list? JM to take a lead in this (gFrom/gDoc or Excel?). Print out list from last year so that people can be checked off when they show up this year.  [update 4/14/15] GR has name in mind for web master: Bill Clifford	GR	2/10/15	<b>OPEN</b>
1-04	Need truck to move storage lockers. Date TBD.  [Update 3/10/15] No update	GR	2/10/15	<b>OPEN</b>
2-01	Agenda next time – discuss division matrix and any changes we want for next time. GR to follow up on no-heading at U10 with Area / National.	MH	3/10/15	<b>CLOSED</b>
3-01	Division Matrix change Item 1: <i>Number of players.</i> Should be correct and consistent with Area. <i>Heading the ball.</i> Our matrix will be updated to match National. But heading will not be coached or encouraged at U10 level. Heading will not be considered dangerous play in U10 games.	GR	4/14/15	<b>CLOSED</b>



Q- GENERAL ITEMS				
No	ITEM	ACTION	DATE	STATUS
3-02	Division Matrix change Item 2: <i>Lopsided rules.</i> General discussion of pros and cons of lopsided rule. Board to consider modifications or alternatives to current policy.	GR	4/14/15	<b>OPEN</b>

MEETING END