



AMERICAN YOUTH SOCCER ORGANIZATION

Burlingame AYSO | Section 2 | Area N | Region 63
 P.O. Box 1212, Burlingame, CA 94011
www.burlingameayso.org

BURLINGAME AYSO BOARD MEETING MINUTES

DATE: June 5, 2018 **LOCATION:** Burlingame Rec Center
TIME: 7:30pm- 9pm **PREPARED BY:** Gary Rainville, Stand-in Secretary
PURPOSE: Regular scheduled meeting of General Board to administer 2018 Season

ATTENDANCE

- | ATT: NAME | ATT: NAME |
|---|--|
| <input checked="" type="checkbox"/> Heather Gates, Regional Commissioner | <input checked="" type="checkbox"/> Emily Ma-Dotson, U16/U19 DC |
| <input type="checkbox"/> Jacquie Haggerty, Asst RC & U12DC | <input type="checkbox"/> Chester Rice, U14 DC |
| <input type="checkbox"/> Trent Wright, Regional Treasurer | <input type="checkbox"/> Kerry Chan-Laddaran, U12 DC |
| <input type="checkbox"/> Alex Wong, Incoming Regional Treasurer | <input checked="" type="checkbox"/> Mina Cima, U10 DC |
| <input type="checkbox"/> Jean Gordon, Regional Registrar | <input checked="" type="checkbox"/> Amy Flanzer, U10 DC |
| <input checked="" type="checkbox"/> Eliot Alfi, Regional Safety Director | <input type="checkbox"/> Priscilla Fong, U08 DC |
| <input checked="" type="checkbox"/> Jim Brogan, Regional CVPA | <input type="checkbox"/> Open, U08 DC |
| <input checked="" type="checkbox"/> Darren Adkinson, Regional Referee Admin | <input type="checkbox"/> Christina Tsui, U7 DC |
| <input type="checkbox"/> Duff Beach, Regional Coach Admin | <input type="checkbox"/> Open, U7 DC |
| <input type="checkbox"/> Rick Sandor, Asst. Referee Admin | <input checked="" type="checkbox"/> Lorie Rakstins, U5/6 Schoolyard/Jamboree coordinator |
| <input type="checkbox"/> Nick Skelton, Regional Secretary | <input type="checkbox"/> Alex Rakstins-Palladino, U5/6 co-coordinator |
| <input type="checkbox"/> George Atkinson, Auditor | <input type="checkbox"/> Medina Begic, U4 Playground coordinator |
| <input checked="" type="checkbox"/> Bob Bierman, Field Director | <input type="checkbox"/> Will Evans, Coach Instructor |
| <input checked="" type="checkbox"/> Gary Rainville, Uniform/Equipment Coordinator | <input type="checkbox"/> Rick Quintana, Dir. Ref. Assessment |
| <input checked="" type="checkbox"/> Emily Ma-Dotson, Photo/Fiesta Coordinator | <input checked="" type="checkbox"/> Bill Clifford, Webmaster |
| <input type="checkbox"/> Andrea Pappajohn, Recycling Coordinator | <input type="checkbox"/> Aleks Krumins (Winter Coordinator) |

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

B- GENERAL ANNOUNCEMENTS

Welcome from new regional commissioner Heather Gates. Thank you to Gary Rainville for four years of leadership, and being there for her transition. Attended RC training at Natl office, where a record number of RCs was trained, and many were in a leadership crisis, so grateful for the smooth transition and looking forward to a great year.

Five goals:

- Understand timing and cadence of regional operation
- Referee: engagement, mentorship, succession
- RAP: distribute the sheet at the start of season so we're on track at the outset
- Get minimum of 5 board members to Expo.
- 50/100 by 2021

No board meeting in July.

C- CALENDAR REVIEW [Refer to Calendar]

See Goggle doc and Agenda for full details.

6/1 - Budget submitted to National and Area Director – GR: TW should have handled

6/1 - Regional policies and protocols were submitted to Area Director. – Bob confirmed

6/12 (Tue) - New parent orientation meeting: 7U thru 14U (7-8 pm) at Rec Center – Moved from 6/6

6/12 (Tue) - 10U parents meeting/CVP: 8-9 pm) at Rec Center – GR and RS to attend

6/23-25 - National Annual General Meeting (NAGM) (No Area meeting) – HG to attend

6/30 - Registration closes

7/1 - RAP due to National office – GR: all needed signatures have been gathered

D- REGIONAL TREASURER REPORT

No	ITEM	ACTION	DATE	STATUS
3-01	No Update	GR	3/13/18	CLOSED
5-01	Review of coming year's budget. Closely models last year's, with higher uniform costs and lower field expenses, due to fewer goals needing to be replaced. TW to update figures in NAP online and submit to National office by June 1 deadline. BB motioned to approve budget. GR seconded. All present approved budget with discussed amendments.	TW	5/15/18	CLOSED

E- REGISTRATION

No	ITEM	ACTION	DATE	STATUS
2017-01	GR proposed firmer deadlines to ease management in future years, working backwards from season start: Saturday after Labor Day, games start; Aug. 13, first practice; Aug. 3, coaches packets out; July 27, coaches in place; July 20, send note about dropping players if we don't get coaches by July 27; July 9, notify parents of volunteer gaps; Registration flier, mention all players waitlisted after last in-person event; Schedule early training in April/May, end of summer so coaches can plan; Download volunteer apps more regularly throughout this process.	GR	9/12/17	CLOSED
<i>Action: GR to update calendar (done)</i>				
3-01	Need rates for to include in flyer for rec center catalog. Increased by \$10 for in and out of town participants to cover field contributions and increasing costs of uniforms (\$150/\$235 for early bird; \$190 / \$275 late). Jean also has supply of paper suppliers – ask if you want some.	JG	3/13/18	CLOSED

E- REGISTRATION				
No	ITEM	ACTION	DATE	STATUS
3-02	On line registration is now live ("waitlist" for now). Also sign up to volunteer. 75 players registered so far.	JG	3/13/18	CLOSED
3-04	Yard signs – Jean has some; Gary has more to hand out	JG+GR	3/13/18	CLOSED
4-01	Registration events in other Regions – Region 63 is an outlier by requiring everyone to come in. Most others allow on-line payment. GR: propose that U14-U19 do not need to come in. Base on which areas we are short on volunteers. Make up to and including U12 come in. BB: Some regions go all out and make it more of a real event. LR: can we allow signed up volunteers to pay online? BB – yes we did something like this last year (pain to do, but keeps people happy). <i>Action: BB to take registered volunteers and signed up U14+ players off wait list and e-mail them that they can pay on line.</i>	GR	4/11/18	CLOSED
4-01	Advertising for sign-up days BB: Jumbotron on Broadway is no longer Mike Harvey (Ocean Honda); City is pushing to have more community announcements. Does anyone know who to contact to have a Region 63 announcement posted? GR: Grab a yard sign from Jean, but keep them out of the sidewalk strips and other public property. <i>Action: JG to order posters to distribute in businesses in downtown B'game.</i>	JG+GR	4/11/18	CLOSED
5-01	JG to send messages to last year's parents not signed up for 2018; this year's parents who registered online but haven't paid.	JG	5/15/18	OPEN

F- COACH/PARENT VOLUNTEER ORIENTATION MEETING				
No	ITEM	ACTION	DATE	STATUS
5-01	Plan to hold orientation meeting for new parents only. Jamboree parents invited to separate meeting in late August. Meet from 7-8pm. Also, 10U/CVP meeting for all division parents to be held immediately after from 8-9pm. <i>Action: GR to email parents invitations.</i>	GR/Ref team	5/15/18	OPEN

G- OPENING DAY				
No	ITEM	ACTION	DATE	STATUS
3-01	BB to make request to BHS to book football field. Gretchen would like to make it more of a community event.	BB	3/13/18	CLOSED
5-01	BB confirmed we have BHS field for parade.	GR	5/15/18	CLOSED

H- VOLUNTEER CELEBRATION				
No	ITEM	ACTION	DATE	STATUS
3-01	No Update			

I- EQUIPMENT DIRECTOR				
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H- VOLUNTEER CELEBRATION				
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No	ITEM	ACTION	DATE	STATUS
3-01	Thanks to Gretchen, Doug and Amy for helping to clean out the storage locker and inventory the contents	GR	3/1/18	CLOSED
4-01	GR & LR: Proposal to have soccer jerseys for Board members (with 63 on the back). DB: seeking approval to explore items to recognize long-standing volunteers. Update 6/5: Lorie presented jersey samples. Place orders with her. <i>Action: DB to propose plan to recognize long-term volunteers, coordinate with GR.</i>	DB	4/11/18	OPEN

J- FIELDS DIRECTOR				
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No	ITEM	ACTION	DATE	STATUS
3-01	Murray is closed and will open in the fall as a turf field for our use. BB working on contract with City to finalize our contribution to this. All U16/U19 activities at Murray. Two U12 fields sideways; One U16/19 long ways. U12 and U14 at Franklin & Bayside (maybe). Pathway around Bayside is being replaced as well as a concrete pad for the goals. Franklin now has real goals for U10 (stored same place as large goals).	BB	3/13/18	CLOSED
4-01	Council and Rec meetings on Tough Sheds: Rec center has approval from City Council to write up agreements. Village likely to be approved immediately; others soon to follow. <i>Action: BB to file appropriate paperwork for Village, Bayside and Franklin.</i>	BB	4/11/18	OPEN
6-01	Expected field assignments by division: - Playground/u5 at Village Park - 6u at Ray - 7/8u at Washington - 10u at Cuernavaca and Franklin sideways - 12u at Osberg and Murray sideways - 14u at Franklin, Bayside and potentially Murray - All 16/19U at Murray, no HS field usage at all	BB	6/5	CLOSED

K- REGIONAL CVPA/ VOLUNTEERS & REGIONAL SAFETY				
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No	ITEM	ACTION	DATE	STATUS
3-01	Discussion at Expo that Safe Haven and Concussion may need to be repeated every 2 years (not voted on yet)	DB	3/1	CLOSED

L- REGIONAL REFEREE ADMINISTRATION				
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No	ITEM	ACTION	DATE	STATUS
3-01	Winter league coverage around 80% for all positions; missed some AR slots. Next year want to start drumming up support for Winter League during Fall season. One weekend off for each region was not that helpful.	DA	3/1	CLOSED

L- REGIONAL REFEREE ADMINISTRATION				
No	ITEM	ACTION	DATE	STATUS
3-02	<p>Cup Volunteer Points program. At U10 every team must provide a referee and they earn points for the team; 8 points must be accumulated to go to Burlingame Cup. Meeting tomorrow with coaches and referees. Need to consider how to recognize returning referees (half point per game?). Encouraging referees at U8 is very useful; need to decide how much effort to put into this. Consider making one coach official referee at each game (with official uniform).</p> <p>DB: Include points for coaches to come to pre-season meeting BB recommends excluding last game of regular season for CVP program (scheduling)</p> <p>Update 6/5: Final CVP proposal: - 8 points to needed to receive Volunteer Cup invitation - ½ pt per returning adult ref - 1 pt per new adult - 1 pt for youth, new or returning, up to 4 max - ½ pt each for rep at pre-season and ratings coaches meeting - Last weekend of games don't count for points</p> <p><i>Action: Socialize among 10U parents.</i></p> <ul style="list-style-type: none"> - Will be covered at 10U/CVP parents meeting on 6/12 - Email 10U parents about deck online and CVP requirements, training - Inform coaches at preseason meeting - Remind parents ahead of each training: 8/18 in am, 9/16 in afternoon 	DA & HG	3/1	OPEN
4-01	<p>In support of CVP program success. Received feedback from volunteers on how we referee our games, run the ref program. Some follow up required. Would like returning referees to be eligible for points for their teams. GR asked about getting one other bonus point if new ref signs up and does training. Aiming to have teams assigned by 7/27; start to recruit and train refs right after that. RS and DA: willing to work with teams that "cannot find a ref" volunteer. HG: Start mentoring program to help new refs</p> <p><i>Action: HG to follow up on items from CVP meeting.</i></p> <p>Update 5-01: Referee training currently scheduled for 8/4 and 25, 9/16.</p>	HG	4/11/2018	OPEN
4-02	All Ref Admin roles transferred from HG to DA and RS	HG	4/11/2018	CLOSED
6-01	<p>Discussion of goals and vision around recruitment and retention Vision: new and existing refs to have a great time at games and w/ fellow refs, learn more about soccer, come back the following season</p> <p>Goals:</p> <ul style="list-style-type: none"> - Identify and support the more committed refs (mix new and experienced ref during games) - Mentoring program to be set up by Rick Quintana, along with helpful feedback from refs - Finalize fields and dates for training – 8/18 in am, 9/16 in afternoon - Get volunteers into Blue Sombrero - Have a need for instructor training <p>EA: incentives: hit a certain number of games and qualify for an outing or some other swag EA: Consider silent games every weekend. GR: coach instruction to only talk to refs for safety issues and at halftime/post-game. EA: also inform parents, DA: wandering ref to manage games</p>	DA	6/5/2018	OPEN

L- REGIONAL REFEREE ADMINISTRATION				
No	ITEM	ACTION	DATE	STATUS

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

03-01	GR: Add 50/100 banner: Aim to get 50% women as coaches through U10 (by 2021) and 100% positive coaching. Women Networking Event to provide more details.	GR + BC	3/13	CLOSED
	<i>Action: BC to update website banner.</i>			
03-02	Please read website – let BC know if you find anything wrong, missing or poorly linked. E-mail Bill and provide link to page.	BC	3/13	CLOSED
4-01	GR: need some graphic design help to generate content on “50-100” theme for web page.	GR	4/11/2018	CLOSED
	Update 5-01: Graphic completed, looks great. BC posted to website. Thanks to KL’s contact for pro bono work.			
5-01	Decided to use MySoccerLeague.com again for standings as Blue Sombrero isn’t quite there yet.	BB	5/15/18	CLOSED

N- REGIONAL COACH ADMINISTRATION				
No	ITEM	ACTION	DATE	STATUS

3-01	Lopsided policy: Need to E-mail DB if game gets out of hand (both coaches). Do not plan to pull players off the field. U10 and U12 last year. Agreed to extend to U14 this year.	DB	3/13/18	CLOSED
3-02	Women coaches/volunteer initiative. Meeting at Athleta last night. E.g. at registration make sure to ask both moms and dads if they are willing to volunteer. More women recruiters at registration days. DB working with graphic artist to make some signage that reflect diversity of Region 63 volunteers.	DB	3/13/18	OPEN
	Update 5-01: GT: Need to schedule early season support meeting			
	<i>Action: subcommittee members put a date, reserve room on calendar</i>			
3-03	Expand reward program for coaches and referees. E.g. positive coaching award (awarded if certain number of parent recommendations made). Referee pins for doing certain number of games.	DB	3/13/18	OPEN
	<i>Action: Coach and ref admin teams to present options.</i>			
3-04	Positive Coaching Alliance presentation again? Do through Rec center? Discuss next time	DB	3/13/18	OPEN
	<i>Action: GR to discuss with city.</i>			
	Update 5-01: GR discussed with city, which is nominally supportive, So user groups will have to coordinate and pay for it themselves.			
3-05	Notified existing coaches if they will need additional training. NB both Int and Adv now 1 day with some on-line pre-work	DB	3/13/18	CLOSED
4-01	DB: We need to actively try to recruit female coaches to reach goal of 50% (“50-100”). LR: Important to have women board members present to	DB	4/11/18	OPEN

N- REGIONAL COACH ADMINISTRATION

No	ITEM	ACTION	DATE	STATUS
	persuade other women to volunteer. <i>Action: Women board members and volunteers encouraged to recruit at reg events.</i>			
4-02	National Board has decreed that goal keepers at U12 can now drop kick/punt.	GR	4/11/18	CLOSED
5-01	Pre-season coach meeting reset to Aug. 8, 6-9pm.	DB	5/15/18	CLOSED
5-02	Discussion to reconfirm team formation timeline, given vacations and such.	GR	5/15/18	OPEN

Team formation timeline

Recruit throughout the summer.

July 16: 2 weeks prior to deadline. RCA send note to all parents saying we need XX coaches in XX divisions or we'll be dropping XX players.

July 23: 1 week prior to deadline. Registrar form teams. RCA send note to parents of newly waitlisted kids saying we need XX coaches out of these recipients or their kids will be dropped.

July 30: Team formation deadline. Drop kids, form teams with available coaches.

Aug. 7: Practices are assigned at coach meetings (on Aug. 8)

Aug. 31: Practices open.

Sept. 8: Opening day.

O- DIVISION COORDINATORS

No	ITEM	ACTION	DATE	STATUS
3-01	2 open DC positions: U8 and U7 <i>Action: GR to send recruitment note. Recruit at registration.</i>	GR	3/13/18	OPEN
3-02	LR – giving back by helping Alex coordinate the Jamboree program. Also keen to get more women involved with AYSO volunteering as coaches and referees. AR – want to encourage all kids to get involved, independent of their parents	LR + AR	3/13/18	CLOSED

P- WINTER SELECT

No	ITEM	ACTION	DATE	STATUS
3-01	Season went well. Refereeing was of a high quality (both technically and giving feedback to players and coaches). SM and HB dominated in almost all divisions. Coaches across regions were good (no complaints to AK). Splitting U12 to U12 / U11 lead to some teams struggling to field a team. Could probably field more U10 teams (only 10 per roster). Costs down vs. 2017 (no high school and cheaper uniforms; but new uniforms were not liked). Likely back to Score next year; include warm up jackets? 90-minute practices would be helpful (rather than 60) – Murray weekday practice is a possibility. <i>Action: AK to investigate uniforms and jackets.</i>	AK	3/13/2018	CLOSED
3-02	DB: discussion at Expo: many teams also play in Fall Bay Area Soccer league and PCSSL so have an unfair advantage in the Winter League. <i>Action: DB and AK to consider options. GR to raise topic at Area meeting.</i>	DB	3/13/2018	OPEN

Q- GENERAL ITEMS				
No	ITEM	ACTION	DATE	STATUS
2017-11-2	<p>Photo Day Pictures. Quality from Ultimate Exposures seemed lower than in previous years (paper flimsier; over-saturated colors; less focused). Also buddy pictures were not separated out into different divisions (all came to Emily). Mailing to player homes was good.</p> <p>Next year consider putting out to bid again and getting samples to gauge paper and photo quality.</p> <p><i>Action: GR to send RFP to vendors.</i></p>	All	11/14/17	OPEN
3-01	<p>Burlingame Cup – Need to emphasize that this is not a playoff but a separate tournament by invitation only. Keeping standings is counter-productive to the extent it encourages winning at all costs for better seedings. Standings are useful for coaches to quickly see how they might adjust before meeting an opponent.</p> <p><i>Action: DB to include in coach meeting materials.</i></p>	GR	3/13/18	CLOSED
3-02	<p>NAGM Issue: Board nominee or SD nominee. BB provided details of voting process. Mike Morrissey (2C – Concord area) is new Section Director. Michael Cassidy wants to continue as Area Director.</p> <p><i>GR: Follow-up from 3/18 Area meeting: Michael Cassidy re-elected as AD for three-year term.</i></p>	GR	3/13/18	CLOSED
3-03	<p>Note that National fees to increase from \$17.50 to \$20 per player; Regions will have to pay this. Also new fee proposed of \$25 per volunteer (National involved in lots of law suits). National proposes that either volunteers pay or Region picks up the tab (or pass cost onto teams – could be \$7-\$8 per player). Both items will be voted on at NAGM. Board is invited to send thoughts to HG, who plans to attend NAGM on Region 63's behalf.</p> <p><i>Action: HG to report back on results of NAGM vote in June.</i></p> <p><i>Update 6/5:</i> HG: NAGM attendees will only vote on \$2.50 fee increase. \$25 yearly volunteer background check has already been approved by National board. Region will need to have future discussion about how to pay: spread estimated costs across region, seek donations from volunteers, etc.</p>	GR	3/13/18	OPEN
4-01	<p>BAFSL (Bay Area fall soccer league) – fall program, generally with higher level of play; Region 63 not currently participating.</p> <p>Nanette Chandra: Request to start participating at U16/U19G. Many players in this age group are not happy with club teams and several local club teams have folded; few other options. Ideally want a year-round program. Try-outs would be fine; ideally need a roster of at least 18 players to be viable given other commitments of teenagers.</p> <p>GR: “tournament teams” would impact other AYSO activities (fields for games and practices; coaches & referees).</p>	GR	4/11/2018	CLOSED

Q- GENERAL ITEMS				
No	ITEM	ACTION	DATE	STATUS

DB: Run the risk of draining talent away from the regular AYSO teams, especially during fall season.

BB: Most of the BAFSL teams are in the East Bay; U10 – U19 divisions. Programs can be concurrent (players in BASFL and core program teams; 2 games per week) or side-by-side (no participation in core program). BAFSL teams could be concurrent or side-by-side. Often lose good coaches from core program (3-4 per division). Tryouts are not mandated but probably should happen to make sure all potential players have a chance.

DB: side-by-side could work but we need to make sure that the appeal would get more kids playing soccer so as not to detract from core program teams (both players and volunteers). Highly likely that HB and SM will have BAFSL teams.

AK: interested in younger divisions; ideally a concurrent program so as not to dilute from core program. Registration deadline is in July for BAFSL.

LR: keep U10-U14 separate from U16-U19. If organizer of BASFL team can get most of a team and appropriately qualified coaches lined up, then it could still work with minimal impact to core teams.

HG: Will pole RCs from other Area 2N regions to see what they are planning to do.

NC: Important to start thinking about spring program during fall registration.

EA: Start signup for potential BAFSL at onsite registration or send out survey.

Action: Discuss further at next meeting.

Update 5-01: GR: 19U girls who prompted this discussion are encouraged to sign up for regular fall program, perhaps lifting its competition level. Setting up separate BASFL 19UG program a lot to take on, will require tryouts, may not have enough players, could weaken core program, especially if run side by side.

5-01	KL, AW and JH have agreed to join sponsorship committee. <i>Action: GR to send Junk King, Maverick Jack's, Preston's contacts.</i>	GR	5/15/18	OPEN
6-01	BB presented on running reports, checking certs in Blue Sombrero. DCs to follow up with him with any questions.	BB	6/5/18	CLOSED

MEETING END