

AMERICAN YOUTH SOCCER ORGANIZATION

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

	BURLINGAME AY	SO BOARD MI	EETING MINUTES
DATE:	August 15, 2018	LOCATIO	N: Burlingame Rec Center
TIME:	7:30pm- 9pm	PREPARE	DBY: Gary Rainville, Stand-in Secretary
PURPC	DSE: Regular scheduled meeting of General Bo	ard to administ	er 2018 Season
		ATTENDANCE	
ATT:	NAME	ATT:	NAME
\square	Heather Gates, Regional Commissioner	\boxtimes	Emily Ma-Dotson, U16/U19 DC
\boxtimes	Jacquie Haggerty, Asst RC & U12DC		Chester Rice, U14 DC
	Trent Wright, Regional Treasurer	\boxtimes	Kerry Chan-Laddaran, U12 DC
	Alex Wong, Incoming Regional Treasurer		Mina Cima, U10 DC
\boxtimes	Jean Gordon, Regional Registrar		Amy Flanzer, U10 DC
	Eliot Alfi, Regional Safety Director	\boxtimes	Priscilla Fong, U08 DC
	Jim Brogan, Regional CVPA		Open, U08 DC
\square	Darren Adkinson, Regional Referee Admin		Christina Tsui, U7 DC
\square	Duff Beach, Regional Coach Admin		Open, U7 DC
	Rick Sandor, Asst. Referee Admin	\boxtimes	Lorie Rakstins, U5/6 Schoolyard/Jamboree coordinator
	Nick Skelton, Regional Secretary	\boxtimes	Alex Rakstins-Palladino, U5/6 co-coordinator
	George Atkinson, Auditor		Medina Begic, U4 Playground coordinator
\boxtimes	Bob Bierman, Field Director		Will Evans, Coach Instructor
\boxtimes	Gary Rainville, Uniform/Equipment Coordinator		Rick Quintana, Dir. Ref. Assessment
\boxtimes	Emily Ma-Dotson, Photo/Fiesta Coordinator		Bill Clifford, Webmaster
	Andrea Pappajohn, Recycling Coordinator		Aleks Krumins (Winter Coordinator)
1			

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

B- GENERAL ANNOUNCEMENTS

Welcome to Tim Barry, liaison from Parks and Rec Dept.

May/June minutes: Gary moved to approve, Duff seconded, all in favor.

Discussion of ways to acknowledge the contribution and passing of Paul de Senna, who refereed the second or third-most games last year, and was a multi-decade contributor to AYSO. Acknowledgment at opening day parade. Consider naming the cup after him this year. Consider naming the referee of the year award after him.

Discussion of badging requirements for 2018. Definitely need for U14G inter-regional play. DB: liability with or without badges is the same. Only practical reason to require them is to avoid multiple people and non-coaches on the sideline. LR: DCs ought to be checking fields every weekend, but Blue Sombrero doesn't work for easily checking certifications. DB: Refs cannot ask to see U16/U19 Medical Release forms. JH: No badges, check game card. DCs should've confirmed qualifications at start of season. DA: Referee cannot ask for medical forms of U16/19 teams. DB: Refs should check roster for coach's names, confirm only two adults per team on sideline, be made aware of any substitute coaches, make a note on cards with any exceptions. Board voted to not have badges except for U14G.

NAGM recap: HG: U8 throw-ins reallowed. U12 punting reallowed (although this came ahead of NAGM). U14 unlimited substitutions was voted down. Fee increase was approved (to \$20). Volunteer fee was approved earlier by the national board – it pays for a continuous background check. Region will need to discuss how to deal with fee increases, how it might affect our rates, how to fairly spread the cost.

C- CALENDAR REVIEW [Refer to Calendar]

See Goggle doc and Agenda for full details.

8/16 - U16/19 coaches meeting for Area, in Millbrae

8/21 – U16/19 season begins

8/22 – U5/6 parent meetings canceled

9/2-3 – Field lining

9/4 – Preseason referee meeting from 6:30-8:30pm

9/8 – All hands on deck for opening day parade, first games

9/11 – Regional board meeting at Rec Center, 7:30-9pm

D- REG	ONAL 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
5-02	Confirm JH and HG as additional authorized signers. All in favor, none opposed.	GR	5/15/18	CLOSED
8-01	No update	HG	8/15/18	CLOSED

E- REGIST	ITEM	ACTION	DATE	STATUS
2017-01	GR proposed firmer deadlines to ease management in future years, working	GR	9/12/17	CLOSED
	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.			
	Action: GR to update calendar (done)			
3-01	Need rates for to include in flyer for rec center catalog. Increased by \$10 for	JG	3/13/18	CLOSED
	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.			
3-02	On line registration is now live ("waitlist" for now). Also sign up to volunteer.	JG	3/13/18	CLOSED
	75 players registered so far.			
3-04	Yard signs – Jean has some; Gary has more to hand out	JG+GR	3/13/18	CLOSED
4-01	Pagistration events in other Pagions - Pagion 62 is an outlier by requiring	CP	4/11/18	CLOSED
4-01	Registration events in other Regions – Region 63 is an outlier by requiring	GR	4/11/18	CLOSEL
	everyone to come in. Most others allow online 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).			
	Action: BB to take registered volunteers and signed up U14+ players off wait			
	list and e-mail them that they can pay on line.			
4-01	Advertising for sign-up days	JG+GR	4/11/18	CLOSED
	BB: Jumbotron on Broadway is no longer Mike Harvey (Ocean Honda); City is			
	pushing to have more community announcements. Does anyone kow 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.			
	Action: JG to order posters to distribute in businesses in downtown B'game.			
5-01	JG to send messages to last year's parents not signed up for 2018; this year's	JG	5/15/18	CLOSED
	parents who registered online but haven't paid.			
8-01	Discussion of registration process and how to deal with waitlist. Consider a	JG	8/15/18	CLOSED
	July 1 sign-up deadline, after that it's first come first served, although there			
	are special cases (deaths in family, etc. that are out of the family's control).			
	Currently waitlist is frozen, batching kids in by division and anticipating			
	switch requests, which is often a good time to bring new players in to fill			
	holes created.			
8-02	Discussion of ideal team sizes, considering most divisions have kids on	JG	8/15/18	CLOSED
	waitlist. DB: At U12, 13 on a team is tough to coach, leads to kids sitting out			
	half the game. With smaller fields, hard to fit more players than standard on			
	teams/fields. JH & LR: Against opening of waitlist.			
	Separate votes held by division on opening waitlist Yes at 117/8 where team			

F- COA	CH/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.	GR/Ref team	5/15/18	CLOSED
	Also, 10U/CVP meeting for all division parents to be held immediately after from 8-9pm.			
	Action: GR to email parents invitations.			
G- OPE	NING 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
8-01	LR: Request to start with U5/6 divisions. GR: Consider having some of cheer squad visit with younger kids. DCs asked to help corral teams and parents.			
H- VOL	UNTEER CELEBRATION			
No	ITEM	ACTION	DATE	STATUS
3-01	No Update			
I- EQU	IPMENT DIRECTOR			
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	4/11/18	CLOSED
	Update 6/5: Lorie presented jersey samples. Place orders with her.			

Action: DB to propose plan to recognize long-term volunteers.

DB: seeking approval to explore items to recognize long-standing volunteers.

No	ITEM	ACTION	DATE	STATUS
3-01	Murray is closed and will open in the fall as a turf field for our use.	BB	3/13/18	CLOSED
	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).			
4-01	Council and Rec meetings on Tough Sheds: Rec center has approval from City	BB	4/11/18	CLOSED
	Council to write up agreements. Village likely to be approved immediately;			
	others soon to follow.			

4-02

4/11/18

DB

OPEN

No	ITEM	ACTION	DATE	STATUS
	8/15 Update: BB thanks P&R for assisting with shed approval. Now installed at			
	Village Park.			
6-01	Expected field assignments by division:	BB	6/5/18	CLOSE
0 01	- Playground/u5 at Village Park	20	0, 0, 10	010011
	- 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			
8-01	Village, Ray and Wash. Park field lining planned. Will hold onsite training	BB	8/15/18	CLOSED
0 01	session on how to line fields.	66	0, 13, 10	CLOSED
8-02	Tim Barry: New restrooms going in at Wash. Park in late August to early Sept.	BB	8/15/18	CLOSED
	Port-a-potties in meantime.		-,,	
8-03	BB: general update: Still a few teams without practice times. Schedule to be	BB	8/15/18	CLOSED
0 00	posted soon. Paper permits coming in 1-2 weeks.		0, 20, 20	
K- REG	IONAL CVPA/ VOLUNTEERS & REGIONAL SAFETY			
No	ITEM	ACTION	DATE	STATUS
	Discussion at Expo that Safe Haven and Concussion may need to be repeated	DB	3/1	CLOSED
3-01			-/ -	
3-01	every 2 years (not voted on yet)		-, -	
L- REG	every 2 years (not voted on yet)	ACTION	DATE	
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No	ITEM	ACTION	DATE	STATUS
	 Inform coaches at preseason meeting 			
	- Remind parents ahead of each training: 8/18 in am, 9/16 in			
	afternoon			
4-01	In support of CVP program success. Received feedback from volunteers on	HG	4/11/2018	OPEN
	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			
	Action: HG to follow up on items from CVP meeting.			
	Update 5-01: Referee training currently scheduled for 8/4 and 25, 9/16.			
4-02	All Ref Admin roles transferred from HG to DA and RS	HG	4/11/2018	CLOSED
6-01	Discussion of goals and vision around recruitment and retention	DA	6/5/2018	OPEN
	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			
	Goals:			
	 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 			
	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			
8-01	Three trainings on calendar (8/18, 8/25, 9/16). U10 emails states details for	DA	8/15/18	CLOSED
	Cup participation, to be sent to all parents.			
8-02	DA developing retention survey to better understand likes, dislikes and	DA	8/15/18	OPEN
	tension points of ref program. Mentoring program by RQ seeking 6-10			
	experienced refs to offer mentoring. RS working on feedback process to build			
	consistency.			
	Action: DA to report on survey results.			

M- WEB	COMMUNICATIONS (PROJECT MANAGEMENT & MSL[mysoccerleague.com])			
No	ITEM	ACTION	DATE	STATUS
3-01	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
	Action: BC to update website banner.			
3-02	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

No	ITEM	ACTION	DATE	STATUS
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- REG	IONAL 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	DB 3/13/18	OPEN
	Action: subcommittee members put a date, reserve room on calendar			
	Update 5/15: GR: Need to schedule early season support meeting			
	Update 8/15: DB: Looking to schedule in September			
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
	Action: Coach and ref admin teams to present options.			
3-04	Positive Coaching Alliance presentation again? Do through Rec center? Discuss next time	DB	3/13/18	OPEN
	Action: GR to discuss with city.			
	Update 5/15: GR discussed with city, which is nominally supportive, So user groups will have to coordinate and pay for it themselves.			
	Update 8/15: DB looking to schedule.			
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 persuade other women to volunteer.	DB	4/11/18	CLOSED
	Action: Women board members and volunteers encouraged to recruit at reg events.			
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

No	ITEM	ACTION	DATE	STATUS
5-02	Discussion to reconfirm team formation timeline, given vacations and such.	GR	5/15/18	CLOSED
	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.			

No	ITEM	ACTION	DATE	STATUS
3-01	2 open DC positions: U8 and U7	GR	3/13/18	OPEN
	Action: GR to send recruitment note. Recruit at registration.			
	Update 8/15: GR: No leads from email, registration			
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.	LR + AR	3/13/18	CLOSED
	AR – want to encourage all kids to get involved, independent of their parents			

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.	AK	3/13/2018	CLOSED
	Action: AK to investigate uniforms and jackets.			
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.	DB	3/13/2018	OPEN
	Action: DB and AK to consider options. GR to raise topic at Area meeting.			
Q- GENER	AL ITEMS			
No	ITEM	ACTION	DATE	STATUS
2017-11-2	Photo Day Pictures. Quality from Ultimate Exposures seemed lower than in previous years (paper flimsier; over-saturated colors; less focused). Also buddy	All	11/14/17	CLOSED

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No	ITEM	ACTION	DATE	STATUS
	pictures were not separated out into different divisions (all came to Emily).			
	Mailing to player homes was good.			
	Next year consider putting out to bid again and getting samples to gauge			
	paper and photo quality.			
	Action: GR to send RFP to vendors.			
	Update: 5/15: Giving Ultimate Exposures another try with feedback to improve from last year.			
	Burlingame Cup – Need to emphasize that this is not a playoff but a separate	GR	3/13/18	CLOSED
3-01	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.			
	Action: DB to include in coach meeting materials.			
3-02	NAGM Issue: Board nominee or SD nominee. BB provided details of voting	GR	3/13/18	CLOSED
	process. Mike Morrissey (2C – Concord area) is new Section Director. Michael			
	Cassidy wants to continue as Area Director.			
	GR: Follow-up from 3/18 Area meeting: Michael Cassidy re-elected as AD for			
	three-year term.			
3-03	Note that National fees to increase from \$17.50 to \$20 per player; Regions will	GR	3/13/18	CLOSED
	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.			
	Action: HG to report back on results of NAGM vote in June.			
	Update 6/5: 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.			
	Update 8/15: HG: \$2.50 fee increase approved at NAGM. Volunteer approved			
	by national board prior to.			
4-01	BAFSL (Bay Area fall soccer league) – fall program, generally with higher level of play; Region 63 not currently participating.	GR	4/11/2018	CLOSED
	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			

No	ITEM	ACTION	DATE	STATUS
	would be fine; ideally need a roster of at least 18 players to be viable given			• • • • •
	other commitments of teenagers.			
	GR: "tournament teams" would impact other AYSO activities (fields for games			
	and practices; coaches & referees).			
	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.			
	Action. Discuss juitiner ut 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.			
-01	KL, AW and JH have agreed to join sponsorship committee.	GR	5/15/18	OPEN
	Action CD to cond built they Managiab builty Develop to such ast			
	Action: GR to send Junk King, Maverick Jack's, Preston's contacts.			
	Update 9/11: GR sent note to committee.			
5-01	BB presented on running reports, checking certs in Blue Sombrero. DCs to	BB	6/5/18	CLOSE
	follow up with him with any questions.		-, -, -0	

MEETING END