



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:	December 4, 2018	LOCATION:	Burlingame Rec Center
TIME:	7:30pm- 9pm	PREPARED BY:	Nick Skelton, 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 type="checkbox"/> Emily Ma-Dotson, U16/U19 DC
<input checked="" type="checkbox"/> Jacquie Haggerty, Asst RC & U12DC	<input checked="" type="checkbox"/> Chester Rice, U14 DC
<input checked="" 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 checked="" type="checkbox"/> Jean Gordon, Regional Registrar	<input 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 checked="" type="checkbox"/> Duff Beach, Regional Coach Admin	<input type="checkbox"/> Open, U7 DC
<input checked="" 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 type="checkbox"/> TBD, 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 type="checkbox"/> Emily Ma-Dotson, Photo/Fiesta Coordinator	<input type="checkbox"/> Bill Clifford, Webmaster
<input type="checkbox"/> Andrea Pappajohn, Recycling Coordinator	<input checked="" type="checkbox"/> Aleks Krumins (Winter Coordinator)

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

B- GENERAL ANNOUNCEMENTS

Tim Barry from Burlingame PnR attending

Commitment to Board Roles – HG Asked that everyone please confirm ASAP their commitments for next year.

C- CALENDAR REVIEW [Refer to Calendar]

April 27 (PM), May 4 (AM), May 18 (PM) are the planned Registration Dates

Gary proposed Sunday, September 15 for Photo Day

See Goggle doc and Agenda for full details.

C- CALENDAR REVIEW [Refer to Calendar]**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
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
9-01	No Update	TW	9/11/18	CLOSED
10-01	AW: need new check signers need to go into City National Bank on Chapin Avenue and sign the forms. Ask for Norina (Nick; Jaquie; others?)	AW	10/10/18	CLOSED
12-01	TW provided update on current balance	TW	12/4/18	CLOSED
12-02	TW proposed to amend the bank account signature authority to remove Calvin and LR and to add Heather Gates, Jacquie Hagerty, Gary Rainville, Trent Wright, Alexander Wong and Michael Cassidy (AYSO Area Director). HG seconded and all present approved.	TW	12/4/18	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. <i>Action: GR to update calendar (done)</i>	GR	9/12/17	CLOSED
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
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 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). <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?	JG+GR	4/11/18	CLOSED

E- REGISTRATION				
No	ITEM	ACTION	DATE	STATUS
	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>			
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	CLOSED
8-01	Discussion of registration process and how to deal with waitlist. Consider a 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).	JG	8/15/18	CLOSED
	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 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.	JG	8/15/18	CLOSED
	Separate votes held by division on opening waitlist. Yes at U7/8, where team size is less of an issue. Yes at U10, where 8v8 could be played on teams w/ 11 players. No at U12.			
9-01	Several players on wait list; unlikely to have space for them (U12B, U14G have most). Reg closes on Friday.	JG	9/11/18	CLOSED
10-01	Burlingame Avenue banner dates booked for 2018	JG	10/10/18	CLOSED

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.	GR/Ref team	5/15/18	CLOSED
	Also, 10U/CVP meeting for all division parents to be held immediately after from 8-9pm.			
	<i>Action: GR to email parents invitations.</i>			

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
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.			

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
9-01	HG requested feedback. GR: kids love it but too long; have someone at opening gate to move kids through balloons arches; how to keep younger kids occupied while waiting; encourage Coaches to do activities with kids (5 mins in a keep away game. JB: encourage parents to leave field – too busy socializing; not sure how. HG: need to communicate to playground teams whether they should attend or not. CR: many teams did not know team number. Have coaches tell lan their team name right where teams enter balloons (or coach hands lan a piece of paper with team name)? BB: more input from DCs week before parade on which teams will show up; mandatory for coaches? GR: Coaches HAVE to communicate to teams whether they are participating. GR: How to make it more engaging so that people <i>want</i> to come. EA: evening with movie night and food trucks or pot luck? AF: many coaches have multiple teams making it a long day; cannot make it mandatory. JH: make mandatory for U10 and below; optional for U12 and above? JG: signage indicating that parents should be in stands. MC: are banners optional? Yes. <i>Action:</i> HG to go over feedback and consider for 2019 parade	HG	9/11/18	CLOSED
9-02	Banner competition. Gary to organize once he knows how many prizes we have to give away (from Gretchen) <i>Update:</i> GR: 19 teams with homemade banners, waiting for prize count. Updated 10/10: Michael Cassidy to draw a winner of the team gift card: #7 – Lavender Lightening Action Item – DB to notify winning team.	GR	9/11/18	CLOSED

H- VOLUNTEER CELEBRATION

No	ITEM	ACTION	DATE	STATUS
3-01	No Update			
9-01	No update (EM-D). Need new volunteer for this? GR: Need to get Evite out to coaches and other volunteers soon. DB: can we make this a recognition event since it is later this year (10/13). Need standards for recognition and decide who recipients should be. More than Coach of the year and Ref of the year. E.g. positive coaching award (multiple parent recommendations and no bad write-ups from Ref); Referees with > 10 games completed so far. <i>Action:</i> DB and DA to take off line Update 10/10/18 Evite has gone out. EM-D says plans are going well. ~80 sign ups so far. DB: will have get feedback from parents before then for small hand-out appreciations for coaches (certificate). Also recognize refs who have done more than a certain number of games. DA will take care of this.	EM-D	9/11/18	CLOSED

I- EQUIPMENT 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). Update 6/5: Lorie presented jersey samples. Place orders with her.	DB	4/11/18	CLOSED

H- VOLUNTEER CELEBRATION				
No	ITEM	ACTION	DATE	STATUS
4-02	DB: seeking approval to explore items to recognize long-standing volunteers.	DB	4/11/18	CLOSED
	<i>Action: DB to propose plan to recognize long-term volunteers. Note: GR: This has been folded into Item H, Volunteer Celebration above.</i>			
9-01	GR: Varying feedback on sizes of uniforms this year (some set too big; some too small)	GR	9/11/18	CLOSED
	<i>Action: GR to seek input from various teams.</i>			
10-01	Need to order new nets for small goals at Murray. HG to send details to GR.	GR	10/10/18	OPEN

J- FIELDS DIRECTOR				
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.	BB	3/13/18	CLOSED
	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 Council to write up agreements. Village likely to be approved immediately; others soon to follow.	BB	4/11/18	CLOSED
	<i>8/15 Update: BB thanks P&R for assisting with shed approval. Now installed at Village Park.</i>			
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	6/5/18	CLOSED
8-01	Village, Ray and Wash. Park field lining planned. Will hold onsite training session on how to line fields.	BB	8/15/18	CLOSED
8-02	Tim Barry: New restrooms going in at Wash. Park in late August to early Sept. Port-a-potties in meantime.	BB	8/15/18	CLOSED
8-03	BB: general update: Still a few teams without practice times. Schedule to be posted soon. Paper permits coming in 1-2 weeks.	BB	8/15/18	CLOSED
9-01	BB: Overall pretty good on Saturday. DCs should remind coaches to lock up goals UNLESS there is another game after. Washington was not put away properly. Transition on Franklin better now (30 min buffer now). But U14 BSC game ran over (will not happen again).	BB	9/11/18	CLOSED
9-02	BB: need someone with pickup truck to move box from Village to Ray	BB	9/11/18	CLOSED
9-03	BB: New first aid kits at Washington and Village – just inside shed door	BB	9/11/18	CLOSED
9-04	BB: working on Photo Day schedule (Sunday 9/30)	BB	9/11/18	CLOSED
9-05	Update from Margaret Glomstad. Murray still moving forward. Grand Opening set for 9/28 may need to be pushed (no water; no landscaping; more concrete to be poured; latest batch of turf may need to be re-done). Will be tough to re-schedule first few games on Murray given complexities of U12 schedule. Recommended that BB formulate a contingency plan.	BB	9/11/18	CLOSED

J- FIELDS DIRECTOR				
No	ITEM	ACTION	DATE	STATUS
	<i>Update 10/10:</i> Murray was open as scheduled 9/28 and has been used for many games since. Still some work in progress to finish landscaping around the field.			
10-01	Locks on goals at Murray. HG working with BB to replace faulty locks (#2).	HG	10/10/18	CLOSED
10-02	Master Locks will be coming out with a new system in November. BB to manage lock admin until then. Board then to find new volunteer to manage	HG	10/10/18	CLOSED
10-03	Need a new drop box for game cards at Murray	GR	10/10/18	OPEN

K- REGIONAL CVPA/ VOLUNTEERS & REGIONAL SAFETY				
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
9-01	JB: No updates	JB	9/11/18	CLOSED
9-02	DB: U10 player with illness that Coaches and Referee should be aware of. Parents have to approve relating this information to Refs and Coaches. Limited accommodations can be made. Parents would like to be on the sideline with Coaches. BB: no this cannot happen (unless they volunteer to coach)	DB	9/11/18	CLOSED
9-03	EA: Needs Concussion forms back from teams – all players from one team in one bundle please.	AE	9/11/18	CLOSED
9-04	BB: been approached by San Bruno VIP program; they want us to book a field for a VIP game where Burlingame VIP players can also attend. Board all agrees that this is a great idea.	BB	9/11/18	CLOSED
	<i>Action: BB to work out details with City.</i>			
10-01	If child leaves game due to injury, then a doctor needs to sign off on the child being able to play again (either signed AYSO form or a note from doctor). Ref can ask coach if he has release form but does not need to see it. If medical treatment is not required, then parent can provide player release.	JB	10/10/18	CLOSED

L- REGIONAL REFEREE ADMINISTRATION				
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
3-02	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). DB: Include points for coaches to come to pre-season meeting BB recommends excluding last game of regular season for CVP program (scheduling)	DA & HG	3/1	CLOSED
	<p><i>Update 6/5: Final CVP proposal:</i></p> <ul style="list-style-type: none"> - 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><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 			

L- REGIONAL REFEREE ADMINISTRATION				
No	ITEM	ACTION	DATE	STATUS
	- Update 10/10/18 Ref Admin altered rules for CVP program. 1 point per game for returning refs and 1.5 points for new refs. Almost all teams will make the Cup play-offs			
4-01	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 <i>Action: HG to follow up on items from CVP meeting.</i> Update 5-01: Referee training currently scheduled for 8/4 and 25, 9/16.	HG	4/11/2018	CLOSED
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 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	DA	6/5/2018	CLOSED
8-01	Three trainings on calendar (8/18, 8/25, 9/16). U10 emails states details for Cup participation, to be sent to all parents.	DA	8/15/18	CLOSED
8-02	DA developing retention survey to better understand likes, dislikes and 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. <i>Action: DA to report on survey results.</i>	DA	8/15/18	CLOSED
9-01	U16/U19 going really well with lots of help from outside (Refs training for National). Last week: 14U and below: 100% Center; 50% AR1; 20% AR1. Looking better for next Saturday. Training is not attracting enough volunteers even though lots of signups at registration. Many small items not being taken care of. DA to send e-mail to U10 coaches to work with teams that do not have a signed-up Referee. Coaches have been working on this but not being affected. Next session this Sunday (9/16); could do one other 9/29 (Saturday) DB: need targeted email to each team: emphasize that THEY are responsible, unless they step up the team will NOT go to the cup. Also make this announcement before games at U10 level (talk to parents for each team) AF: could we allow kids to play together if one of the parents agrees to train as a referee BEFORE the season starts (new referee only; one year); JG: has to happen early so that teams can be balanced. BB: finder's fee (game points) for bringing in new referees? DA: do like other Regions: "no ref - no play"? DB – suggest more follow up next time.	DA	9/11/18	CLOSED
9-02	Curnevaca is very sunny on parent side; individual refs may allow parents to sit in shade IF they do not interfere with the game.	DA	9/11/18	CLOSED

L- REGIONAL REFEREE ADMINISTRATION				
No	ITEM	ACTION	DATE	STATUS
10-01	U16/19 covered well by out-of region Refs racking up games for National qualification; could be trouble for us next year since we have few experienced referees. U10-U14 all center Refs covered; most AR1s covered; more AR2s missing across all age groups But small group of Refs covering majority of games so need to continue to recruit more referees.	DA	10/10/18	CLOSED

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. <i>Action: BC to update website banner.</i>	GR + BC	3/13	CLOSED
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
4-01	GR: need some graphic design help to generate content on “50-100” theme for web page. Update 5-01: Graphic completed, looks great. BC posted to website. Thanks to KL’s contact for pro bono work.	GR	4/11/2018	CLOSED
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. <i>Action: subcommittee members put a date, reserve room on calendar</i> Update 5/15: GR: Need to schedule early season support meeting Update 8/15: DB: Looking to schedule in September	DB	3/13/18	CLOSED
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. <i>Action: Coach and ref admin teams to present options.</i> <i>Update 9/11: This has been folded into Volunteer event.</i>	DB	3/13/18	CLOSED
3-04	Positive Coaching Alliance presentation again? Do through Rec center? Discuss next time <i>Action: GR to discuss with city.</i> 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. Update 9/11: DB scheduled for 9/19 at Rec Center, 7pm	DB	3/13/18	CLOSED
3-05	Notified existing coaches if they will need additional training. NB both Int and	DB	3/13/18	CLOSED

N- REGIONAL COACH ADMINISTRATION

No	ITEM	ACTION	DATE	STATUS
	Adv now 1 day with some on-line pre-work			
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. <i>Action: Women board members and volunteers encouraged to recruit at reg events.</i>	DB	4/11/18	CLOSED
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. 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.	GR	5/15/18	CLOSED
9-01	DCs doing a great job getting coaches signed up and ready for the season. Will do one more U10 training next weekend.	DB	9/11/18	CLOSED
9-02	Scores and reporting. Need to do this in MSL 10U-14U. BB MSL is set up and ready to go; all coach associations should now be in. AF: do DCs need access? Can go in as guest.	DB	9/11/18	CLOSED
9-03	PCA teaching next Wednesday at 7PM. Highly encouraged for 8U and 10U.	DB	9/11/18	CLOSED
9-04	Only one lob-sided score last weekend (at U10). Duff to remind DCs and Coaches of email requirement to explain lob-sided games (winning and losing team coaches have to send e-mail). Coaches should not have to pull players but should move team around. It is not Referees job to manage this; they should remind coaches that they should manage.	DB	9/11/18	CLOSED
9-05	DB: How to handle player discipline? Two incidents last Saturday (i) players walking off during practice or game (address with parents; if not resolved, remove players from program?) (ii) aggressive players physically assaulting team mates: this is a reportable incident that goes to JB and HG. Player should be suspended until board reviews. There is an escalation process (talk to GR, BB or HG for more details). Could have DC or Board Member to go and observe games?	DB	9/11/18	CLOSED
9-06	GR reminding DB and HG that we need to send email about Silent Saturday games this year.	DB+HG	9/11/18	CLOSED
10-01	DB: CPA training went well – better program than last year but attendance was low. GR – went well; good to have a refresher every year.	DB	10/10/18	CLOSED
10-02	Coach training going reasonably well but short on some U14-intermediate training. GG camp not enough so need to be able to do more local training. MC: try to get U12 coaches who will be moving to U14 at the first training session (May or June?); Area will try to arrange training early.	DB	10/10/18	CLOSED
10-03	GR asked about 50-100 goal for U10 coaches. DB to check and send out update. GR also proposed having a networking meeting for women coaches. MC – have we tried offering mentoring to encourage more women to stay involved as coaches? Pair with experienced head coach for first year in new age group. Having female coaches from UK soccer would also help. Update 12/4/18: DB provided an update on the number of women coaches during the 2018 season; reiterated commitment to 50/100 goal.	DB	10/10/18	CLOSED

O- DIVISION COORDINATORS

N- REGIONAL COACH ADMINISTRATION

No	ITEM	ACTION	DATE	STATUS
3-01	2 open DC positions: U8 and U7	GR	3/13/18	CLOSED
	<i>Action: GR to send recruitment note. Recruit at registration.</i>			
	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. AR – want to encourage all kids to get involved, independent of their parents	LR + AR	3/13/18	CLOSED
9-01	AR-P: U5/U6 – problem with UK Soccer coaches not being available. GR suggests calling them directly for future problems; otherwise call DB or HG.	DB	9/11/18	CLOSED
9-02	Game cards – need to check for lob-sided scores and other Referee feed back; also useful to track who the players are that are scoring most goals; then hold until end of season. 10U (AF) no updates 12U (JH+MC) no updates. What if teams for 12/13 players; can they play 10 vs. 10 instead of 9 vs. 9. DB: take off line 14U (CR) – going smoothly. Minor equipment issues. Area play for U14G now complete. MSL now set up to enter scores. Intermediate coaching field training coming this week U16/U19 -	DB	9/11/18	CLOSED
10-01	Discussion of starting games on time; for late starts, at least make sure that game ends on time (shave time off game) so that next game is not delayed.	DB	10/19/18	CLOSED
	<i>Action Item: DB or DCs to let coaches know that this may happen.</i>			
10-02	Coaches meeting. Scheduled for 10/16 (next week). DB to remind coaches of importance of at least one coach per team attending the meeting. Cup rules and schedule will be discussed. Player ratings main part of the discussion.	DB	10/19/18	CLOSED
	<i>Action Item: DB to send out reminders to DCs and coaches about the importance of attending the meeting</i>			
12-01	Area Tournament – The feedback was the tournament is that it went well. Hillsborough dominated the division wins. Is there anything Burlingame can learn from this to do better next year?	DB	12/4/18	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.	AK	3/13/2018	CLOSED
	<i>Action: AK to investigate uniforms and jackets.</i>			
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	CLOSED
	<i>Action: DB and AK to consider options. GR to raise topic at Area meeting.</i>			
9-01	No Update			
10-01	MC: discussion at next Area meeting on pros/cons on separate 9u and 10U or 11U and 12U. Not enough fields to be able to do both. Area RCS will get to vote division to split.	AK	10/10/18	CLOSED
	<i>Action Item: HG to report back on decision at Area meeting</i>			

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> <p>Update: 5/15: Giving Ultimate Exposures another try with feedback to improve from last year.</p>	All	11/14/17	CLOSED
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> <p>Update 8/15: HG: \$2.50 fee increase approved at NAGM. Volunteer approved by national board prior to.</p>	GR	3/13/18	CLOSED
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
	<p>DB: Run the risk of draining talent away from the regular AYSO teams, especially during fall season.</p> <p>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.</p> <p>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.</p> <p>AK: interested in younger divisions; ideally a concurrent program so as not to dilute from core program. Registration deadline is in July for BAFSL.</p> <p>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.</p> <p>HG: Will pole RCs from other Area 2N regions to see what they are planning to do.</p> <p>NC: Important to start thinking about spring program during fall registration.</p> <p>EA: Start signup for potential BAFSL at onsite registration or send out survey.</p> <p><i>Action: Discuss further at next meeting.</i></p> <p>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.</p>			
5-01	<p>KL, AW and JH have agreed to join sponsorship committee.</p> <p><i>Action: GR to send Junk King, Maverick Jack's, Preston's contacts.</i></p> <p>Update 9/11: GR sent note to committee.</p>	GR	5/15/18	CLOSED
6-01	<p>BB presented on running reports, checking certs in Blue Sombrero. DCs to follow up with him with any questions.</p>	BB	6/5/18	CLOSED
10-01	<p>Aleks, GR and RS to do scheduling for B'game cup.</p>	GR	10/10/18	CLOSED
10-02	<p>GR wants to discuss possibility of U14 pickup games at Murray. Foster City have such a program. PnR thinks scheduling would be possible.</p> <p><i>Action Item: HG or GR to discuss at next Area meeting and find out more details of what Foster City does.</i></p>	GR	10/10/18	CLOSED
12-01	<p>Photo Day Feedback - The feedback on photo day was that Ultimate Exposures was disorganized and the quality of the photos was poor compared to the prior photo provider. Discussed getting RFP from</p>	GR	12/4/18	OPEN

Q- GENERAL ITEMS

No	ITEM	ACTION	DATE	STATUS
	other vendors for 2019 season (see note above the 2017 – also poor experience with Ultimate)			

MEETING END