

**Agenda/MINUTES OF A MEETING
OF THE BOARD OF DIRECTORS OF
BELLINGHAM YOUTH LACROSSE CLUB**
a Washington corporation

Date and Time:	January 7, 2014, 6:30 pm PST			Location:	Bellingham High School Rm.127, Bellingham, WA.
Attendees:					
Name	Present (✓)	Name	Present (✓)	Name	Present (✓)
*Jack Estrada	X	*Kristin O'Malley	X	*Steven Hofer	X
*Rick Black	X	*Rick Sorenson	Excused	John Heritage	X
*Denise Heritage	X	*Matt Oswin	X	Tyler Farrar	Excused
*Paul Atwell	X	*Amy Kittinger	X	HS Girls Coach	Excused

***Board Members**

Pursuant to the provisions of Section 3.7 of the Bylaws of the Bellingham Youth Lacrosse Club, a Washington corporation (the "Company"), a meeting of the Board of Directors of the Company was held on January 7, 2014, commencing at approximately 6:30 p.m. Pacific Time.

Agenda Item	Description	Time	Presenter	Minutes (Discussion)/Action Item in Red
Welcome			Jack Estrada	Move to approve previous month minutes/agenda
Governance <i>Standing Item</i>	Review of December minutes.	5 min	Jack Estrada	Minutes were updated and approved
Finance and Budget Report <i>Standing Item</i>	Update Board on budget	10 min	Amy and Denise	Kim asked "why do we have so much cash in account"? Answer: Program may need to split and set aside seed money in near future to create a new lacrosse program in Bellingham. Kim may need to call Deanne Kanenaga (former BYLC Accountant), to become updated and create a spending plan.
Treasurer Check writing limit	Continued Discussion/Decision		Jack, Denise, Amy	Discussion surrounded setting a check writing limit and requiring a 2 nd signature for protection of treasurer and BYLC in the event of accusations and/or perception of misappropriation of funds. Board does not want to hinder or slow down process of check writing at the expense of paralyzing our current process. Board recommended and approved a treasurer check writing limit of \$5,000.00 without a 2 nd signature. Board recommended and approved that Kristin O'Malley as the 2 nd approved signature for

				check writing for any amount over limit.
Multiple family player discounts	Continued discussion/Decision		Jack Estrada	After much discussion and careful consideration of not leaving any child out of the opportunity to play lacrosse, board recommended and approved no multiple player discounts. Instead, any player, family needing financial assistance to play will submit & apply for and use the BYLC scholarship form and process. In the future, we potentially will use an early registration date for a discount on registration costs. Scholarship documentation, utilization and amounts will be left to the discretion of co- treasurers, Denise & Amy. They will report out and update board at subsequent board meetings. Board recommended and approved a ceiling of \$3,000.00 set aside for scholarships. If ceiling is hit, treasurers will need to come to board for additional funding.
BYLC Liability Insurance	Follow up		Matt Oswin	Matt research thoroughly. Insurance covers Directors and officers against liability for program. We are at risk for any employment issues, i.e. paid employees of BYLC (coaches). Cost is ~\$300.00 to \$450.00 annually. Recommendation and motion to approve D&O insurance through CHUB Insurance for BYLC board was approved. Matt to try and bring official quote/policy to Jan meeting for final review and approval.
Coaching vacancies	Update		John Heritage	John also updated us on coaches' situation. Request for background checks on all program coaches. Request that all coaches have a Level 1Boys certification. Request that all coaches have basic BLS CPR certification. Cost of certification is ~ \$70.00 & cost for USLAX is ~\$50.00. Board approved covering costs for coaches. Jack to perform background checks. Rick black to f/u level 1 coaching certifications with coaches. There is an overwhelming need for a youth boy's coordinator. This could be a stipend position? No approval of this though.
Webmaster	Update		Kristin O'Malley	Kristin met with Bryan. Bryan has handed off responsibilities to Kristin and will remain as a resource for BYLC as long as we feel we need him to. Kristin feels comfortable.

				<p>1. Challenge-Squad locker not resolving. Bryan to look at & remedy. F/U</p> <p>2. Multiple Domains purchase-Bryan to send list to Jack for documentation. F/U.</p>
HS Girls Coaching Stipend	Final Decision/Discussion		Jack Estrada	<p>Much discussion surrounding whether or not we should pay our new HS girls head coach, formerly asst.coach, the same stipend as recently resigned head coach. Board recommended and approved Yes. Board reviewed coaching criteria formerly discussed in previous 2013 board meetings and used that as our standard for coach stipends. We need to insert this criteria and a coach job description in our minutes, policies or by-laws. Jack to gather these documents up and integrate into our policies.</p>
HS Girls Operating Committee. Coach Update	Update		John Heritage	<p>Pinneys-all levels taken care of except 7-8 girls & HS girls. Request for following: Pinneys: girls HS 25 ea. @ \$10-\$11-total ~ \$275.00 girls 7-8,20 ea. @ \$10-\$11-total ~ \$220.00 girls 5-6,30 ea. @ \$10-\$11-total ~ \$330.00 Uniforms: Girls 20 ea. @ \$60-total ~ \$1200.00 Total request of ~ \$1,700.00 for Girls program. This includes new gear as described above for a new HS program and growing youth girls program. Board approved ~ \$2,500.00 for purchase of uniforms and Pinneys. This includes a discount from vendor.</p>
Team Gear/Swag	Discussion		Jack Estrada	<p>There was discussion about aligning our team gear and any team related swag. Board felt that our branding needs to be aligned through BYLC.</p>
HS Boys Operating Committee Coach Update	Update		Rick Black	<p>Nothing to report</p>
Bring a friend Clinic	Update		John Heritage	<p>Bring a friend clinic January 11, 2014 at Civic field. Need to register on line. Coaches along with HS players to assist. Need lots of volunteers. Team swag to be given out. Get the word out.</p>

Meeting Feedback	What went well? What needs improving?		Jack Estrada	Matt Oswin requested that we try and cut down on e-mail traffic. Try to limit email traffic to “decisions only” if at all possible.

