

Rheems Athletic Association
Board Meeting – October 12th, 2014 - Meeting Minutes
Black Gryphon, Elizabethtown, PA

President Mike De Stefano called the meeting to order at 7:40 PM with the following board members in attendance:

Brian Heffleger (softball co-commissioner), Mike Hamilton (softball co-commissioner), Mark Weissend (lacrosse commissioner), Joe Carter (soccer co-commissioner), Susan Smith (Treasurer), Kenny Burke (rugby commissioner), Rick Knowlton (volleyball commissioner), and Brian Bell (secretary).

Craig Hummer (soccer co-commissioner) arrived at 7:53.

Sean Burton (vice-president) arrived at 7:55.

Bob Meuser (website administrator) was also in attendance.

- Special business/guests – Jo Hershey was in attendance.
- Prior meeting minutes review and approval

Mike De Stefano asked if there were any objections to September's meeting minutes. Mike De Stefano indicated he had some minor edits to the meeting minutes. **Rick Knowlton made a motion to approve the meeting minutes as amended by Mike De Stefano which was seconded by Brian Heffleger. The meeting minutes were approved unanimously by the board.**

- Board Nominations
 1. Softball – Mike Hamilton and Brian Heffleger
 2. Lacrosse – Mark Weissend and David Kase
 3. Soccer – Craig Hummer and Joe Carter
 4. Volleyball – Rick Knowlton
 5. Rugby – Kenny Burke and Jo Hershey
 6. Secretary – Brian Bell
 7. Vice-President – Sean Burton
 8. President – Mike De Stefano
 9. Fundraising - Not filled

Mike De Stefano indicated to put nominations on the website.

- Finances – Susan Smith

September Finances - Subsequent to the meeting, Susan emailed the financial statements (individual sports were not included) and check Register for September. Susan provided an overview of the September finances and indicated specific information could be provided in the emailed financial statements along with the check register.

Susan discussed Paypal/Rheems website issues she is having. There was a discussion about adding each sport to the financial statements that are emailed prior to the meeting.

Mark Weissend started a discussion concerning the financial year vs. the calendar year for sports. Mike De Stefano indicated the calendar year is needed for financials. Mark Weissend indicated he would like to get a season report.

Susan Smith started a discussion on the administrative fee and summarized how the Elizabethtown Booster Club took administrative fees.

Mike De Stefano indicated to use \$7 administrative fee for all spring sports.

Bob Meuser confirmed with the soccer commissioners that registration for spring soccer will open 11/1/14.

Susan Smith will send out sport financials subsequent to the meeting.

Action Item #1 – Susan Smith to email September sport financials.

There was a discussion about finding interns to help the Treasurer.

Action Item #2 – Mark Weissend to look into an intern for Treasurer.

Finances to be voted on via email once the individual sports are emailed.

- Previous business - Action Items – April
 1. Bob Meuser to add Protect Youth Sports to website. **Open - Bob Meuser indicated Mike Hamilton emailed Bob about adding Protect Youth Sports. Bob indicated he needs more background information to add the checks. Mike De Stefano indicated that Bob should work with Mike Hamilton to get it on the website for softball. Bob Meuser discussed ways to get documentation onto the website.**

- Previous business - Action Items – June
 1. Bob Meuser to provide a list of email opt outs. **Closed**
 2. Mike De Stefano to provide an update on Member's First sponsorship. **Closed – Mike De Stefano is still coordinating with manager. Kellie Peters indicated she will follow up with manager to get in touch with Mike De Stefano. Mike indicated Kellie followed up, however they are still in discussions about**

sponsorships. Mike De Stefano signed paperwork to be a Seg. Sponsorship will be discussed in 2015.

- Previous business - Action Items – September
 1. Bob Meuser to provide number of registrations for each sports. **Closed. Emailed out subsequent to the meeting.**

- New and Ongoing business
 1. Fundraising and sponsorship -

Update – Mike Hamilton discussed corporate sponsorship and having signs and shirt years match. Mike Hamilton added new logo to shirts. Mike Hamilton discussed using the same sponsorship throughout the organization and wants to get sponsorship out for softball ASAP.

Mike De Stefano asked if softball received Conoy's pledge of money. Mike Hamilton indicated Rheems did receive it. There was a discussion about receiving future payments from Conoy and the new board members in Conoy.
 2. Softball - Mike Hamilton/Brian Heffleger

News/updates – Mike Hamilton discussed the 50th anniversary festival and indicated there was a decent turnout. Mike Hamilton also indicated Play It Again brought a truck with softball equipment.

Mike Hamilton indicated fall softball is wrapping up and the last day is 10/12/14. Mike Hamilton indicated the sub sale made around \$1800 with about 30 kids with 10 opt outs.

Mike Hamilton indicated there is a need for Dimetex at the softball fields. Mike Hamilton indicated the fields need about a truck load which is about \$1,300. Sean Burton indicated to ask West Donegal Township for help with the cost. Mike Hamilton indicated in the past West Donegal Township has not helped with Dimetex. Brian Heffleger indicated to provide the township with field usage including all organizations. Mike Hamilton indicated he would contact Gene Oldham prior to discussing Dimetex at a West Donegal Township meeting. Mike Hamilton discussed safety issues and fencing. Mike Hamilton stated he was looking into coaching clinics.

Bryan Heffleger indicated softball is looking into pitching clinics over the winter and looking to practice on Thursday nights over the winter for 6-8 weeks. Brian Heffleger indicated they are switching to pants in the spring for the girl's uniforms and they will not be a part of registration. Brian Heffleger indicated registration for spring softball will open in November. Bob Meuser indicated he will open registration for softball and soccer on 11/1/14.
 3. Lacrosse - Mark Weissend

News/updates – Mark Weissend indicated that fall lacrosse finished today (10/12/14). Mark indicated there were no issues for fall lacrosse and they were able to play all six weekends. Mark indicated he did not organize any winter lacrosse for the boys and will let the parents organize. Mark indicated winter lacrosse starts next week for the girls. Mark indicated the high school lacrosse coach would like one program for the community. There was a discussion about the GEARS 7th and 8th grade program. There was also a discussion about shed for the turf field.

4. Soccer - Joe Carter/Craig Hummer

- News/updates – Craig Hummer indicated they are half-way through the soccer season. Craig indicated the fall fundraiser made \$15,000. Craig discussed setting up a meeting with West Donegal Township about the possibility of lights on the Rheems field. Mark Weissend asked for costs of the port-o-pots and grass cutting for the fall.

5. Volleyball - Richard Knowlton

News/updates – Rick indicated volleyball is done. Rick indicated that both girls' teams at Mount Cavalry and Elizabethtown are doing well and that a majority of the girls started at Rheems.

6. Rugby – Kenny Burke

News/updates – Kenny indicated he is attending a meeting for Junior Rugby. Kenny indicated he would like to try and field a team in the spring for tackle rugby (U13 & U15). The season would start 3/15/15 and would include 6 matches. Kenny indicated that since it is a contact sport, he would like to teach the skills indoor over the winter and then contact outside in the spring. Kenny stated that the equipment need would be hip shields.

Kenny indicated he has volunteers in place to help. Kenny indicated starter money would be required for jerseys and equipment. Kenny asked about when to open registration and that he would need to get the program recognized through RugbyPA. Kenny indicated there would need to be 15 kids per team and would need insurance. Craig indicated to get the kids registered first. Kenny indicated he would need coaches' certifications and would include jerseys in the registration fee. Kenny discussed the field size, games are on Sundays, and safety issues.

Bob Meuser asked about start-up costs. Mike De Stefano indicated to get Donegal and Manheim involved with registration. Kenny indicated Penn Legacy has a team. Kenny indicated he would get Bob information to add for website.

There was a discussion about gym time over the winter.

Mike De Stefano indicated to put together a budget and get registered.

7. Facility/Field Maintenance – No update

8. Field Usage – Not Discussed.

9. Miscellaneous – Mike De Stefano indicated the 501c3 can be filed this next month. Mike De Stefano indicated that Rob Cronin recommends having a conflict of interest policy. Mike De Stefano stated that there is an \$800 and \$300 fee for filing. Mike De Stefano indicated he would send out via email the 1023 policy and the conflict of interest policy. Mike De Stefano indicated it may take up to 270 days for the IRS to look over the policy. Mike De Stefano indicated the filing also needs the last 5 years of tax returns. Sean Burton asked about email voting.

Subsequent to the meeting, Mike De Stefano asked for a motion via email for:

- 1) Adoption of the conflict of interest policy.**
- 2) Amendment to the Articles of Incorporation**

Craig Hummer made a motion to accept both which was seconded by Joe Carter and unanimously accepted by the board.

Mike De Stefano discussed Rheems 50th anniversary in December. Mike De Stefano indicated he would like to identify people to start planning a celebration in the spring.

Mike Hamilton indicated he would like the Memorial flag pole and Robinson field sign ready for opening weekend. Brian Heffleger asked if there was an opening day for soccer. There was a discussion about Rheems opening day for all sports and ideas for it. Rick Knowlton discussed including charter members of Rheems AA.

Mike De Stefano indicated a girls in U-9 travel broke her arm and there is no Rheems AA policy for injuries. Mike De Stefano indicated that concussions need a doctor's note to return to play. There was a discussion about medical releases for each sport.

Bob Meuser discussed news to post to the website. Bob also discussed the email service to the website. The website can no longer forward email. Bob Meuser will look into getting email addressed back.

Sean Burton made a motion to adjourn the meeting which was seconded by Joe Carter.

The meeting was adjourned at 9:33.

Next meeting date is Monday November 10th at 7:00 pm at Hope Community Church, Rheems PA.