

**Rheems Athletic Association**  
**Board Meeting – December 8th, 2014 - Meeting Minutes**  
**Hope Community Church, Rheems, PA**

President Mike De Stefano called the meeting to order at 7:02 PM with the following board members in attendance:

Brian Heffleger (softball co-commissioner), Mike Hamilton (softball co-commissioner), Susan Smith (Treasurer), Craig Hummer (soccer co-commissioner), Joe Carter (soccer co-commissioner), Mark Weissend (lacrosse commissioner) and Brian Bell (secretary).

Sean Burton (vice-president), Kenny Burke (rugby commissioner), Jo Hershey (rugby commissioner), David Kase (lacrosse commissioner) were not in attendance.

Bob Meuser (website administrator) arrived at 7:08.

Rick Knowlton (volleyball commissioner) arrived at 7:09.

- Special business/guests – None.
- Prior meeting minutes review and approval

Mike De Stefano asked if there were any objections to November's meeting minutes. Mike De Stefano indicated he had some minor edits to the meeting minutes. **Joe Carter made a motion to approve the meeting minutes as amended by Mike De Stefano which was seconded by Susan Smith. The meeting minutes were approved unanimously by the board.**

- Finances – Susan Smith

November Finances - Subsequent to the meeting, Susan emailed the financial statements and check Register for November. Susan provided an overview of the November finances and indicated specific information could be provided in the emailed financial statements along with the check register.

Susan questioned the electric bill and its high cost in October and November. Mike Hamilton asked for the electric statements to go over.

**Action Item #1: Susan Smith to provide Mike Hamilton with electric statements.**

Mike De Stefano indicated Kellie and Mike Peters removed themselves from the bank account at Members 1<sup>st</sup>.

Mike De Stefano indicated that Susan Smith should be added to Member's 1<sup>st</sup> and Heather Hassinger removed.

**Action Item #2: Susan Smith to be added to Member's 1<sup>st</sup> account and remove Heather Hassinger.**

Mike Hamilton indicated he would follow up with Kellie Peters about being removed from bank account.

- 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 – October
  1. Mark Weissend to look into a school intern for Treasurer. **Open**
- Previous business - Action Items – November
  1. Mike De Stefano to sit with Bob Meuser and go over sponsorship program. **Open**
  2. Mike De Stefano to look at Sarah Hoffman's sponsorship spreadsheet for signs. **Open**
  3. Bob Meuser to provide Kenny Burke and Jo Hershey website access. **Open**
- New and Ongoing business
  1. Fundraising and sponsorship -

Update – Mike De Stefano indicated he needed to reach out to Wenger to determine if they would like to provide their first donation this year or next. Mike Hamilton indicated he needed to get a list to send out to sponsors. Rick Knowlton indicated the need to see which sponsors are due for sign renewal. Mike Hamilton indicated some of the signs ripped off the fence and would need to be replaced.
  2. Softball - Mike Hamilton/Brian Heffleger

News/updates – Mike Hamilton indicated they had the first coaches' clinic which was attended by 8 coaches. The clinic concentrated on throwing and catching. Mike Hamilton indicated they will be having another one where kids will attend. Mike Hamilton Sean Burton is looking into clinics with Niki Hummel.

Brian Heffleger indicated they are having a softball meeting tomorrow (12/9/14). Brian Heffleger indicated softball is partnering with Elizabethtown Boys' Club baseball for onsite registration in the spring. They will be looking to get younger girls. Brian Heffleger also indicated they will be doing online registration also.

3. Lacrosse - Mark Weissend

News/updates – Mark Weissend indicated registration will open next week for lacrosse. Mark indicated there will be two boys and two girls' teams. Mark indicated he will uniform costs before the season starts.

Mark stated that the winter season is going well. Mark summarized each team that is playing. Mark indicated he needs coaches for the younger teams.

Mark stated that David Kase is at the league meeting.

Mark indicated that Rheems will not be hosting the LAGLA tournament this year.

4. Soccer - Joe Carter/Craig Hummer

- News/updates – Craig Hummer indicated registration is open for indoor and spring. Mike De Stefano reminder all commissioners that the \$7 administration fee will start with the New Year. Craig indicated he and Joe Carter need to work with West Donegal Township on the location of the proposed shed with the grant money. Craig indicated the tarps are down for the winter.

5. Volleyball - Richard Knowlton

News/updates – Rick Knowlton indicated that early registration will be opening in January. Rick indicated he will give Bob registration cost which includes the administration fee. Rick discussed getting the mouth guard information onto the website. Bob Meuser indicated he will get it onto the website on each sports' page. There was a discussion about standardizing concussion training.

6. Rugby – Kenny Burke

News/updates – Kenny Burke was not present but provided the following update via email: The web site is updated. I'm ready to launch an advertisement campaign with flyers and emails. I know you suggested that you would be able to print flyers out. I will cut and distribute to schools.

Craig, is there a specific contact at the district who would be helpful with identifying numbers of bundles to deliver to the schools? Eligibility requirements suggest grades 5-7 for junior rugby and 8-9 for youth. I need to get flyers into the homeroom of those grades.

I hope to have some kids registered in December and continue to get kids registered throughout January. Wrestling coaches are going to help me get kids identified as well. I then am in need of gym space once a week for 1.5 hours or so Sunday afternoons?

There was a discussion about the flyer for Rugby. The board indicated there should be Rheem's AA in one corner and Elizabethtown Rugby in the other. The board indicated Craig Hummer should email Kenny Burke a sample soccer flyer.

**Action Item #3: Craig Hummer to email Kenny Burke an example flyer.**

Brian Heffleger indicated he would reach out to Kenny concerning gym usage. Registration for spring Rugby should be opened on the website.

7. Facility/Field Maintenance – All fields have been winterized.
8. Field Usage – N/A
9. Miscellaneous – Mike De Stefano indicated the board position of fundraising coordinator is still open. Mike De Stefano provided an update on the 501(c)3 status and indicated he will ask Rob Cronin for the bill.

Mike De Stefano discussed holding the next meeting at Black Gryphon and inviting the original board members. Rick Knowlton indicated 5 of the original members are available. There was a discussion about the date and time. It was determined to start the meeting at six. Rick Knowlton indicated he will coordinate with Black Gryphon for reservations. Bob Meuser indicated that if each sport provided a powerpoint presentation he would assemble the whole presentation.

Joe Carter made a motion to adjourn the meeting which was seconded by Craig Hummer. The meeting was adjourned at 7:55.

Next meeting date is Sunday January 11th at 7:00 pm at Black Gryphon, Elizabethtown PA.