

**Rheems Athletic Association  
Board Meeting – June 3<sup>rd</sup> 2018 - Meeting Minutes  
Funk Pub, Elizabethtown, PA**

President Greg Laszakovits called the meeting to order at 5:38 PM with all of the following board members in attendance:

Greg Laszakovits (RAA President), Brian Bell (Soccer president), Don Hall (Boys Lacrosse Commissioner), Wendi Grinnell (Softball commissioner), Heidi Vognetz (fundraising chairperson), and Kelly Garber (Treasurer).

Michael Smith (Secretary), Jon Norman (Rugby commissioner), and Rick Knowlton (Volleyball commissioner) were not in attendance.

Vice-president Position remains vacant.

- Special business/guests –

The following individuals were in attendance:

Roger Garber

- Prior meeting minutes review and approval

Greg Laszakovits asked if there were any objections or revisions to the April meeting minutes. **Wendi Grinnell made a motion to approve the meeting minutes. Don Hall seconded the motion. The board approved the meeting minutes unanimously.**

- Finances – Kelly Garber

The April/May 2018 financials required approval.

**Wendi Grinnell made a motion to approve the financials. Don Hall seconded the motion. The board approved the financials unanimously.**

**ACTION ITEMS:**

1. December 2017-

Surplus end of year money discussion ongoing. Individual sport funds and flow to general fund. Revenue sharing among sports with differing funds generation capabilities, registration funds, other fundraisers, Wenger feeds payments, etc.

**Update- Feb 2018-** There was a discussion/debate at the meeting on contributions to overall RAA finances and what portion of each sport would go into the general fund. Amounts discussed were 10% of funds raised or \$7.00 per registration. Board discussed ongoing issue to map out a way to assign percentages of contributions into balance sheet funds/assets. Greg & Kelly will look at how larger donations and membership fees flow to the general fund.

**Update- April 2018-** Don Hall asked about sports using fall funds in the spring (carryover) to use to secure practice facilities for inclement weather. The question was posed because spring funds are not available yet prior to registration funds are collected. Greg stated that each sport should have an idea of their annual budget. Board discussed the dynamic of new sports and its use of the general fund versus existing, more solvent, tenured sports. Board discussed whether to include additional funds in the registration fees to help boost funding. Officers will table the topic on carryover and sponsorship funding breakdowns in a follow-up meeting scheduled for Monday, 6/4/18.

**Update- June 2018-** Not discussed at meeting. Board indicated that they were under the impression that this item had been closed. **Open – Carried.**

2. December 2017-

Discussion started at 12/10/2017 meeting about holding an RAA community day picnic to raise awareness of what RAA programs have to offer and to say “thank you” to all involved volunteers.

**Update- June 2018-** Not discussed at meeting. **Open – Carried.**

3. February 2018-

Question brought up on how to approach non-paid fees for athletics, and what to do with people who do not pay. There is \$21,000 of unpaid fees over 5 years of records on file.

**Update- June 2018-** Not discussed at meeting. **Open – Carried.**

4. April 2018-

Ongoing discussion concerning the need for a registration/website/clearance coordinator position, part time. Norm would talk with Tim Haak at Mile 6 to possibly help with organizing website.

**Update- June 2018-** Discussed at meeting. Notes listed under “MISC” at end. **Item Closed.**

5. April 2018

Ongoing discussion concerning the use of Fall money to secure practice facilities in the spring.

**Update- June 2018-** Discussion was had about budgets and how only two sports submitted budgets thus far, for Fall/Spring. **Open – Carried.**

6. April 2018

Homework assignment for each sport to list what they need in the form of help coordinating the sport and what they can give away in the form of registrations in exchange for help. This is a possible plan in lieu of hiring a P.T. coordinator listed in agenda item 4.

**Update- June 2018-** Discussion was had about possibly offering ½ off of registration cost in lieu of full price, in exchange for volunteering to help with the sport. These volunteers would be in charge of tasks, that may be broken down into smaller requirements, to encourage participation. **Open – Carried.**

### *Athletic Program Updates:*

1. Fundraising and sponsorship - Update – Heidi Vognetz

No update

2. Softball – Update – Wendi Grinnell

- Wendi talked about the need for volunteers to help with the tournament on June 9<sup>th</sup> & 10<sup>th</sup> at the concession stand.

3. Boys Lacrosse – Update – Don Hall

- Don Hall said that he had a player this season that did not play. Voted to clear out registration.
- Don said that he is looking to do summer clinics for Lax. This action requires RAA to have insurance, thereby spawning a discussion about insurance at this meeting.
- Don also asked if there is an onsite medic requirement for games, as with Rugby. There are no such requirements for soccer & softball. Board to determine.

4. Soccer – Update – Brian Bell.

- No update available during this cycle.

5. Volleyball – Update – Richard Knowlton

News/updates – No update, Rick not in attendance.

6. Rugby – Update – Jon Norman

News/updates – No update, Norm not in attendance.

7. Compliance/Risk Management – Update – Paula Burke

- Paula will be leaving the position after fall of 2018. She will assist with getting RAA through the fall soccer season. Next round up after that will be volleyball, for a new person to handle. Paula's sister is the president at Dillsburg soccer. She indicated that there is a better, more efficient way to handle clearances than to track on a spreadsheet. There is a service provided by a tracking company – Castle Branch – that can allow volunteers to create and manage a profile. RAA received the most clearances to date in 2015; however, since then compliance has diminished. Over the next 1.5 years, RAA will experience a large amount of turnover creating a vast amount of work to track clearances and compliance.

8. Facility/Field Maintenance – Update.

No update

9. Miscellaneous –

- It was discussed that under the RAA website, Rugby will require to be on its own tab, versus how it is now, falling under the RAA tab.
- Additionally, the board approved the following solution to number 4 under ‘Action Items’ above: The pastor of the church across from turf field, named Garret, is considering joining RAA to assist with website. For now, board would like to appoint Roger Garber as the website administrative person to handle such issues. Don Hall made the motion to appoint, Wendi Grinnell 2<sup>nd</sup> the motion, board voted for it unanimously.
- Finally, the board brought up the discussion of methods to filtering mass emails over the RAA communications system.

2018 scheduled RAA Board Meetings:

The board agreed to the following dates in 2018 for RAA board meetings.

**\* Amended**

Time: 7pm Location: Funk Pub, Elizabethtown.

Dates: Sunday, 26 August 2018 \*

Sunday, 14 October 2017 (Board Nominations)

Sunday, 9 December 2017 (Board Elections)

Meeting adjournment: Don Hall made the motion to adjourn the meeting and was seconded by Wendy Grinnell. The meeting was brought to an official close at 6:47 pm.