

**Rheems Athletic Association  
Board Meeting – August 26<sup>th</sup> 2018 - Meeting Minutes  
Funk Pub, Elizabethtown, PA**

President Greg Laszakovits called the meeting to order at 7:05 PM with all of the following board members in attendance:

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

Rick Knowlton (Volleyball commissioner) was not in attendance.

Vice-president Position has been filled.

- Special business/guests –

The following individuals were in attendance:

ShaunJude McCoach, nominee for Vice President, Roger Garber, website coordinator.

- Prior meeting minutes review and approval

Greg Laszakovits asked if there were any objections or revisions to the June meeting minutes. With one correction, the minutes were approved. **Wendi Grinnell made a motion to approve the meeting minutes. Brian Bell seconded the motion. The board approved the meeting minutes unanimously.**

- Finances – Kelly Garber

The June/July 2018 financials required approval.

**Heidi Vognetz made a motion to approve the financials. Wendi Grinnell 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. Carried.

**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. (Meeting was canceled).

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

**Update- August 2018-** Greg explained the current situation to the board regarding how non-profit organizations do not typically carry large amounts of funds on the books. Options on the table are to invest the funds, lower registration fees, purchase land, etc. The topic has been tabled to discuss at an Officer's meeting, along with the topic of whether or not to keep funds flowing to the general fund versus leaving the money with each sport fund balances. **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. Carried.**

**Update- August 2018-** The topic was discussed and consensus was to rethink the approach to a day together with the community as an RAA fair. The hope is to increase interaction with Elizabethtown area individuals, with a purpose: Meet with all of the sports at stations set up like booths at fair or conference, have food trucks, solicit volunteers to help with RAA sports, combine with a food drive for local shelter/food bank, etc. **Subcommittee member volunteers – Kelly, Wendi, ShaunJude and Mike Smith.** The goal was for the subcommittee to meet prior to the 14 October 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. Carried.**

**Update- August 2018-** Wendi Grinnell mentioned that RAA's website has yet another functionality that most are not using, but she has found success with its use with softball registration fees. The website allows a program coordinator to “waitlist” players who do not pay their registration fees within 7 days of registering for a sport. Once paid, the player is removed from a waitlisted status. Additional discussion ensued concerning how to handle unpaid accounts payable fees. This outstanding balance will be written off to a point. Each sport will evaluate the data & zero out the majority that is older than a certain amount of days to be determined. Kelly Garber, treasurer, asked individuals to complete this task by the end of the calendar year. **Open – Carried.**

4. 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. Carried.

**Update- August 2018-** Rob Grinnell and Brian Bell had posed a question to RAA parent membership at large stating “would you be willing to pay more in registration fees in order to have guaranteed indoor practices?”, and received responses that trended to “NO” as the answer most given. ShaunJude mentioned that he has a contact at the Nook with whom he will speak to see about the possibility for any price breaks and/or deals that the Nook may be willing to offer RAA sports in the future. **Open – Carried.**

5. 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 to handle a good portion of this additional work required of each of the sport’s coordinators.

**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. Carried.

**Update- August 2018-** Brian Bell mentioned that with Paula Burke leaving her post as risk coordinator, that that position may require hiring a part time person to keep track of all coaches, clearances and risk management issue in general. It was mentioned that there is a service offered by a company called “Castle Branch” that offers to track these issues for organizations. Wendi Grinnell mentioned that our RAA website actually has the functionality to track volunteer clearances within the organization. Wendi said she is going to talk with Marci Yakscoe, possibly to consider taking over for Paula. Mike Smith posed the question if it would be advisable for RAA to have counsel sit in on RAA meetings; at least semi-annually. ShaunJude may ask around to see if that is a good idea or if it is not necessary. **Open – Carried.**

6. July 2018-

Brian Bell wanted to discuss the importance of communication between members of sports as then assist organizers of the sports.

**Update- August 2018-** Brian provided an example. When registering travel teams, discussing with Michelle Pinzon, he didn’t know where RAA was with EPYSA, not having a regular status update. Brian was worried that the organization was not where it should be in that process; that there was not enough adequate correspondence within the organization. Greg asked Brian for any suggestions to help with this. The only answer was to ask individuals to communicate more through email. **ITEM CLOSED.**

7. August 2018-

Greg wished to add item: Conversation regarding the purchase of additional insurance for RAA.

**Update- August 2018-** Greg mentioned that the only insurance RAA currently carries is spectator insurance, in the event that someone was injured while observing a sporting event. Greg has sought a quote for additional insurance from Erie insurance to cover officers of board. The combination of all

policy quotes totaled \$12,000/year in premiums. This included accidental, general liability, auto, parental transport, abuse and molestation. The board did not think that this was a reasonable premium to pay. Greg is to check back with the agency and report to the board. **Open – Carried.**

8. August 2018-

Special RAA board vote on ShaunJude McCoach for RAA Vice President. Greg Laszakovits nominates ShaunJude for the position.

**Update- August 2018-** Upon nominating ShaunJude McCoach for RAA Vice President, Greg asked for a second. Mike smith gave a second to the motion. The board then voted aye, unanimously.

**ITEM CLOSED**

9. Aug 2018-

Brian Bell wishes to discuss the I.T. information given from Bob Mueser upon his departure as website administrator.

**Update- August 2018-** Roger Garber has a copy of the sheets that Brian Bell handed out at the meeting. The first item was a sheet of transitioning information created by Bob for a new site administrator. The second item was a current list of forwarding email addresses. Roger distributed an updated version of this second document and had the members of the board update it as best as they could, then he will update the document to a final version and distribute. **ITEM CLOSED.**

10. Aug 2018-

Brian Bell wishes to discuss the handling of website platforms going forward. Specifically, soccer will be required to move to a new platform possibly as early as next year, as all soccer clubs in the U.S. will be required to do so.

**Update- August 2018-** Brian brought this item to the attention of the board to get out in front of a change that is coming next fall/spring year, ('19/'20). U.S. Soccer will be requiring a change to a new website platform for its membership. Brian thinks that the website is free but that they take a small portion from each registration fee. This topic also brought up additional thoughts on the website. If soccer goes, do the other RAA sports go as well? What then happens to the RAA site? Do the other sports stay with it? The board did not want to open a large discussion on the topic at that moment. Brian just wanted the board to be aware of the impending situation. Roger Garber will be involved to understand the impact and how RAA will react. **Open – Carried.**

**Athletic Program Updates:**

1. Fundraising and sponsorship - Update – Heidi Vognetz

- Heidi to seek help from Kayla Huffman to work fundraising. R&K with soccer, etc. Heidi brought up that Ben Myers, U11 Travel coach, had some ideas about how to fund raise to offset the costs of tournaments, equipment, etc. The example was a duck race soliciting donations giving out donated prizes to the first three ducks across the finish line, down the She brought of up the topic of the GEARS Fall Fest.

## 2. Softball – Update – Wendi Grinnell

- Wendi updated that practices started last week for fall ball. It is a seven-week season with three teams. They play six games. All registrations are paid and there is a sub fundraiser to come.
- Wendi again mentioned that she would still need help with the concession stand.
- She also still has some questions on what RAA is responsible for and for what W.D. Twp., as the owner of fields, is responsible.
- Wendi discussed the upcoming changes regarding a security system, updating key control and changing to an app controlled digital system.

## 3. Boys Lacrosse – Update – Don Hall

- Don Hall updated that the high school has lost the Lacrosse coach. He is worried that this may have a trickledown effect on the RAA Lacrosse program.
- Don said that he would need to recruit coaches; one or two for the 3 / 4's and one or two for the 5 / 6's.
- Don also said that he will be trying to recruit someone to be the board representative for Lacrosse – he just wants to coach.
- Not much else going on with Lacrosse now, otherwise.

## 4. Soccer – Update – Brian Bell.

- Travel teams are all set and practices have started. All travel teams will be playing in CPYSL. We had two hiccups for our U9 boys and girls teams. One boy and one girl are not allowed to play in CPYSL because they are too young. We have had younger players before, however they playing in Lanco. Lanco allows kids at U7 to play at U9 level.
- Rec teams are about set too. We have been trying to educate parents about signing up early to help us out with setting the correct number of teams. However, we have had about ten parents ask to be on teams after registration has been closed. We have been accommodating them; however it creates a lot more work for Doni Keeperts. We have three U10 boys' teams, 1 U10 girls team, 2 U12 girls teams, 1 U12 boys team, and 1 coed U15 team.
- As always, we struggle to find coaches for our IM and REC programs. It takes several emails to get coaches for these teams.
- IM will start the weekend after Labor Day. We have many U8 boys again. Girl's numbers are a little low, but it is most likely from cheer-leading. Conoy also runs an IM and REC program in the fall that pulls from our numbers.
- Field day will occur on 8/25/18.
- We have had some more turnover at the field maintenance position and rec ref assignor. However, we have been able to fill these positions again. Lou Gober is leading the way again for field day.
- Jess Conrad still has to sign the contract for our Director of Coaching.
- Rec and Travel seasons will start after Labor Day.

5. Volleyball – Update – Richard Knowlton

- Rick offered an update via email, as he was away in Baltimore during this time.
- Rick also attached a volleyball budget to his email.
- Rick said that they had another successful volleyball season.
- Rick will be stepping down in full, or at least partially, from his role as volleyball commissioner.
- Rick would continue to pursue leads because would hate to see it disbanded. Possible transition to GEARS? ShaunJude said he might have a lead. Wendi said that she might also have a lead.
- The board would like to keep this with RAA.

6. Rugby – Update – Jon Norman

- Norm reports that there is not much going on with Rugby this time of year.
- They are still looking to recruit from the high school football team.
- Rooky rugby and their tournament went well this summer (July). About 40+ players.

7. Compliance/Risk Management – Update – Paula Burke

- No update

8. Facility/Field Maintenance – Update.

- It was mentioned that the W. Donegal Twp. Fields (softball and soccer) at the municipal building, have weeds and many mosquitos – that they could use better care and concern.

9. Miscellaneous –

- Roger asked the commissioners for more recent pictures to bring the website more up to date, as well as any advertising banners on-site are up to date.
- Wendi had asked about October nomination for President.

2018 scheduled RAA Board Meetings:

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

Time: 7pm Location: Funk Pub, Elizabethtown.

Dates: Sunday, 14 October 2017 (Board Nominations)

Sunday, 9 December 2017 (Board Elections)

Meeting adjournment: Greg Laszokovits made the motion to adjourn the meeting and was seconded by Brian Bell. The meeting was brought to an official close at 8:57 pm.