

Cowlitz Youth Soccer Association
Board Meeting/Ops Meeting Minutes

January 3, 2024

Present: Trieste Madden (CYSA President), Erin Brunelle (CYSA Vice President & CR/TL Board Member), Jennifer Fiala (Kelso Board Member), Tara Hargrave (CYSA Co-Vice President & Kalama Board Member), Kristi Koethe (Longview Board Member), Sara Cameron (CYSA Board Member at Large & Kalama Board Member), Mike Cunningham (Kelso Board Member), Candice Farvour (Kelso Board Member)

Meeting called to order at 6:04pm

Motion to approve minutes from last month's CYSA Ops meeting by Mike

Seconded by Sara

Ops minutes approved

Motion to approve minutes from last month's Board meeting by Mike

Seconded by Sara

Board minutes approved

Trieste indicated she would like to mesh both the Board Meeting and Ops Meeting together to hopefully save time.

CYSA Reports

- President Report
 - Website is live. Looks great. As is to be expected, some tweaks will be needed. Still a work in progress. Updates have been completed very quickly when requested. Clubs discussed possible removing the separate pages and just having links directly to their individual websites.
- Vice President Report
 - None
- Treasurer
 - Funds had to be transferred from savings to checking in order to cover payment for state player fees. Invoices for players fees are still outstanding with Rainer and Timber Barons.

Club Reports

- Longview
 - Continuing work to improve fields, including fixing sprinklers and irradiating moles. Cortez Landscaping been awesome. New goals purchased. Working on a plan to have main entrance to fields concreted for better access/safety. Sinkhole has been discovered off to the far-right hand side. Working with the city to get it remediated. Kristi believes it to be 4.5ft deep. As far as Kristi knows, registration is going well.

- Kelso
 - County awarded contract for Riverside fields to KSC for 2024! They have not been able to work on the food truck as hoped. Shed needs to be cleaned out. Registration seems going well so far.
- Castle Rock/Toutle Lake
 - No Spring season, so they have not signed a contract with any registration platform. Will wait until Fall to see how Spring goes for the other clubs.
- Kalama
 - Registration went from 6 to 12 in the span of the meeting. Excited about how easy it was to set up their new website through Stack/Blue Sombrero.
- Timber Barons
 - No representative present to give report.

Committee Reports

- Registrar
 - Candice is willing to take on position of Head Registrar, which is greatly appreciated by all. Discussed whether or not CYSA BOD should appoint her under these unique circumstances or if a Registrar's meeting should be held and Registrars from each club should vote. Because position of Scheduler is still up in the air, this will be put on hold for now. Candice is willing to do either job, but is not comfortable taking on both. Whoever holds this position will need full access to all other clubs for oversight purposes.
- Disciplinary
 - Current members Trieste, Erin and Tara. Would be beneficial to include additional members. Still a few outstanding matters that need to be addressed prior to the Spring season.
- Referee
 - Discussed if it's truly necessary to have a separate committee for this. Erin's opinion is yes. Would be great to have a member from each club in order to share ideas on how best to schedule micro refs, make sure pricing is in line and create cohesive training for all micro refs. Currently DeaDea is scheduling both certified refs for all rec clubs and micro refs for Longview and Kelso. Also, need to create a better mentorship program for the micro refs. DeaDea and Erin are both certified refs so it's difficult to find time to mentor micro refs, but we know supporting them and building their confidence is the best way to grow the program and ensure they will continue on to become certified refs.
 - Continued frustrations with Arbiter were discussed. Suggested we do not use Arbiter for the Spring season (even though the program is paid for until August) and start using Stack's ref assigning program instead. It may be easier to use the program the first time on the smaller scale of spring season rather than in the fall when there are more teams and games to cover. This would also insure 1099's for 2024 would be done correctly. It may be difficult to determine when the forms are necessary if CYSA uses two different referee assigning programs throughout the year.

- Scheduler
 - It was discussed whether a Scheduling committee should be created so that all clubs can participate in the process. There is some concern about “too many cooks in the kitchen”. Too many people being involved may actually cause problems, but it was decided each club should take it back to their perspective board members for further discussion. Either way, expectations and requests for accommodations need to be clearly set for coaches. Jennifer Jolly has offered to take on the Scheduling position.
 - It was suggested that CYSA purchase a “platform” with Stack so that each club could upload their teams. Scheduling and assigning would be done on this platform so that it would be done on a CYSA basis and not directly connected to any one particular club.
- Coach Liaison

The consensus of the group seems to be that Sara Cameron would make a fantastic Coach Liaison. She is willing to take on this position, but would like to have ample time to prepare a plan of action and materials for this position. She would like to put this position into action in the Fall. It was discussed that it would be great to have each club have a Coach Liaison with the responsibility of ensuring each coach is properly cleared. The other option would be to have one person be in charge of all clubs, but that is a big job and that person would more than likely only want to have that one responsibility and not other responsibilities as well. For the time being, each club will oversee their own coaches. Unclear if there will still be one person who will double check each club as a safeguard.
- Grant
 - No discussion regarding Grant Committee

Old Business

- A discussion of whether or not a quorum was present took place. Previously, CYSA Board of Directors consisted of 10 members, including 5 executive members (Trieste, Erin, Tara, Lorna and Jennifer) and 5 members at large (Darcela, Jill, Lori, Amy and Sara). Lorna, Jennifer, Jill and Lori have all resigned, leaving 6 board members. With 4 members being present, a quorum was present.
- Jennifer Fiala has stepped down as CYSA Treasurer. Erin Brunelle made a motion to make Tara Hargrave interim CYSA Treasurer until the next AGM. Second by Sara Cameron. All in favor. No opposed. Motion passed.
- Need to have Fibre bank accounts updated
 - Sara Cameron made a motion to remove Lorna Stuart, Morgan Aberle and Jennifer Fiala as signors on the CYSA bank account through Fibre Federal Credit Union and to replace them with Trieste Madden, Tara Hargrave and Erin Brunelle. Also to remove Jennifer Fiala from Castle Rock/Toutle Lake, and Kalama bank accounts through Fibre Federal Credit Union and replace her with the interim CYSA Treasurer, Tara Hargrave. Second by Tara Hargrave. All in favor. No opposed. Motion passed.
- Did invoices go out for referee pay for Fall Jamboree?
 - Kristi was under the impression Jak had emailed invoices out to Kelso and CR/TL. Both clubs indicated they have not received an invoice. Kristi will check with Jak.

- Are clubs interested in CYSA fan gear?
 - Each club will discuss with their respective boards
- Background checks
 - Kristi is still working on getting some additional information. The \$80 per background check is not plausible for clubs. Tara mentioned Affinity's background check may be more comprehensive this year than it has in years past.
 - A question/concern was raised as to whether or not a notice is sent out to any club member if a perspective coach/club member/volunteer answers a question within the background check application in a manner that may be concerning. Tara will request additional information.
- Clarification on Insurance
 - Still need clarification on D&O Insurance. CYSA has a policy and so does Longview. Is that because they have their own 501C3? WYS provides some liability coverage for what about something occurring on the fields that is not related to a player? Perhaps during the off season? Kalama fields are through the Port of Kalama so they should have separate liability coverage. Kelso should have coverage for at least Riverside through the County (not sure about Monasco). CR/TL fields fall under part of North County Rec Assn, which carries a separate liability policy. Longview may want to check with the city?

New Business

- CYSA Website
 - Need info for coach's registration and registration page.
- Upcoming APFM
 - Kristi met with Roger regarding the upcoming APFM. They will be proposing a \$2.00 increase for player fees for the 2024 season. Possibly an additional \$2.00 the following season as well in order to keep up with rising costs and to rebuild funds in reserve accounts. It sounds like they may be going to a flat fee for all "less than competition" player fees, rather than different fees for different age groups. She will get additional details at the meeting and share at a later date. DeaDea will attend with her, but they understand CYSA will only reimburse expenses for one of them.

Meeting adjourned 8:29pm