

Cowlitz Youth Soccer Association
Board Meeting/Ops Meeting Minutes

Date: May 1, 2024

Meeting called to order: 6:13pm

Present: Cassandra Rosales (Kelso President), Cameron Svenson (Kelso Disciplinary Chair), Candice Favour (Kelso Registrar), Trieste Madden (CYSA President), Erin Brunelle (CYSA Vice President, CR/TL SC), Tara Hargrave (CYSA Treasurer, Kalama SC), Sara Cameron (Kalama/CYSA Coach Liaison), Norma Britt (Longview Vice President), Kristi Koethe (Longview President), Angel Orozco (Timber Barons Chair 1), Darcella Page (Longview Registrar, CYSA member at large), Micheal Cunningham (Kelso Vice President)

Motion to approve minutes from last month's CYSA Ops/Board of Directors meeting: No minutes available.

Seconded by: N/A

Club Reports

- Longview
 - Fields are improving. Kristi estimates 85% of fields are in good condition. They've had some incident reports. One was moved up to the state level. Shawna Crawford is their new Coach Liaison.
- Kelso
 - New President, Cassandra (Cassy) Rosales. They now have 11 people on their committee. They are hoping to get some help/guidance for disciplinary issues/concerns. They've been working on website updates, promoting registration, and the Edgar Vazquez Memorial Tournament. They're working with LCC to put on a clinic, possibly to include a goalkeeper clinic. Working on rec tournament during the summer. Per WIAA, if there is not enough competition, rec teams can compete against school teams. They're looking into possible opportunities.
- Castle Rock/Toutle Lake
 - Working on getting set up with Sport Connect to be able to open registration starting June 1st. Hoping to get flyers out in school Friday Folders before the end of the school year. Working towards having a spring season. Parking limitations have always been a problem since the parking lot is shared with Baseball and Softball fields. Working with High School to possibly utilize their fields for spring. The goal is to have a spring season in 2025. Mindy Kleine stepped down as President, but she will remain a member at large. New President Bobby Bolar. Looking to fill additional vacant positions as well as volunteers to take some duties from other members.
- Kalama
 - They have concerns regarding complaints from refs, parents and coaches.
- Timber Barons
 - Try-outs are being held. They've advertised try-outs on Facebook

Committee Reports

- Registrar
 - They have a meeting on Friday, May 3rd to finalize Fall Registration
- Disciplinary
 - CYSA should be cc'd on all disciplinary issues but handled at the club level. If the club wishes, they can ask CYSA to step in to assist. Incident Report form needs to be updated. It would be best if it could be a fillable PDF. Committee consists of: Norma Britt (LV), Cameron Svenson (KE), Tara Hargrave (KA), Erin Brunelle (CR/TL). Timber Barons have their own disciplinary procedures. Need to set a date for the committee to meet.
- Referee
 - Stack Officials is not working as it should. Looking into other options.
- Scheduler
 - Kristi brought up that the schedule was supposed to be done collectively by Jenn Jolly, Candice Favour, and Tanaja. It sounds like Tanaja offered to take the lead. Then it was discovered others were making changes to the schedule and not going through proper channels. Excessive coach requests for scheduling accommodations were made. Tanaja indicated she received 78 requests. The requests were given to Jenn and Jenn then gave them to Tanaja. For future, it was discussed that having multiple people involved in scheduling causes issues. It was discussed that ONE person should make the schedule and have access to edit the schedule. Rough Draft schedules will be made available for others to review before the final schedule is published. A deadline for requests will be put in place. Reasonable expectations will be set for coaches. Others within the club need to advise coaches it's not possible to accommodate all requests and tell coaches when their request is unreasonable. Unreasonable requests should not be passed on to the Scheduler.
 - It was determined "piggy-backing" off of one club's scheduling program does not work well. CYSA will get a platform specifically for scheduling and possibly ref assigning.
- Coach Liaison
 - Sara mentioned they are having safety concerns, possibly due to coaches not having, or not enforcing, proper safety measures. Specific examples having to do with players kicking or attempting to kick the ball when the keeper has possession of the ball, or in younger age brackets, when the keeper is within a hand's reach of having possession of the ball. Discussed this should be addressed with coaches. We need to somehow ensure coaches are reading and understanding rules. Discussed possibly coming up with dates in the Fall to help coaches with rules.
- Grant
 - No Report
- Old Business
 - Website/Webmaster – Discussion regarding paying webmaster Aaliyah \$50 per month to update website. This would enable us to request changes at any time, rather than holding on to changes and requesting in bulk and only paying at that time. Erin stated

CR/TL would be agreeable to pay the \$50 per month (ends up being \$12.50 per month, per club) so that we could request changes at any given time. This would be pre-paid on an annual basis.

- New Business

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Operations Meeting adjourned

CYSA Board of Directors meeting called to order:

CYSA Reports

- President Report
 - No Report
- Vice President Report
 - No Report
- Treasurer
 - Still having issues with online banking with Fibre
- Old Business
 - AGM – Discussion regarding how the procedure will work for those that have not been involved in the past.
 - CYSA would like to go back to assessments for each club to cover CYSA expenses. It is possible clubs would be assessed one year, but then not the next, depending on expenses.
- New Business
 - Email from Roger:

I'm reaching out to gather information to inform next steps for WYS' ongoing boundary project to improve understanding and communication should boundary questions arise in the future.

The goal for this email is twofold:

- A. To identify a point-of-contact from your Association Leadership Team to be designated as the owner of any boundary-related communication / outreach from WYS and other Associations. To this end, please let us know who is best suited for this role, whether that is you or other. If other, please loop that individual into the response to this email. Thank you!
- B. To confirm our shared understanding of your Association's current boundary, determined by a recent internal review by WYS Staff. Directly below please find the source and associated copy of your boundary for review and to updated if needed. Also please provide supporting documentation (Bylaws, Boundary Description, Map, Other):
 - **Document:** CYSA Bylaws
 - **Boundary Description:** "CYSA" shall have as its geography of operations Cowlitz County, WA."

As shared at the APFM, we currently have a working boundary map that will be ready to share for feedback once we know 1) who from your Association to share it with to review and 2) the most up-to-date information for you to review.

Also looping in WYS colleague, Thomas Kismarton, who is leading the map update project.

It was decided Trieste should be that contact person. She will send current Bylaws to the state as requested.

- Established a Bylaws Committee as we need to update our Bylaws.
 - Mike Cunningham (KE)
 - Cassy Rosales (TB)
 - Tara Hargrave (KA)
 - Kristi Koethe (LV)
 - Erin Brunelle (CR/TL)

- We also need to establish a Jamboree Committee to make it work this season. Kalama will not be participating. We need to make sure all other clubs are working together. Clubs need to designate someone to represent them in this committee.

Board of Directors Meeting adjourned: 8:35pm