



HIGHLANDER SOCCER CLUB



P.O. Box 594, Claysville, Pennsylvania 15323

admin@highlandersoccerclub.com

July 12, 2017 General Membership Meeting Minutes

1. Call to order

Date: Wednesday, July 12th, 2017

Time: 7:00pm

Location: Highlander Soccer Club Pavilion

I. Call to Order

II. Roll Call

- a. President – Jed Grice
- b. Treasurer – Shannon Whiteman
- c. Secretary – Katie Lowe

2. Review of the minutes of the last general meeting

1. *In regards to Highlander Soccer Club Organization with the State and Federal*
 - a. *MYSC EIN Number Eliminated. Paper work filed January 13*
 - b. *Moving forward our Organization will be known as Highlander Soccer Club (HSC)*
 - c. *Paper work for a 501c3 Status as a Membership Based Organization Finalized January 13*
 - d. *Peacock-Keller will be reimbursed for services rendered by the end of January*
2. *In regards to McGuffey School District:*

Determine what the field tarp is for that has been left at field

No agreement exists to use the McG Stadium Field in the spring for U14 and U18 – HSC is now an official

 1. *Requester and can secure the field.*

Request submitted to use the McG Stadium Field in case of inclement weather for In-House and Travel

 2. *Request submitted to use the McG Stadium Field for the Spring U14 and U18 Travel Games.*

McGuffey School District has been advised of the concerns of the U10 field and Parking Lot.

Inquired about the District speaking with First Energy about installing on additional dusk to dawn light.
3. *Fundraiser:*
 1. *Spring Fundraiser will be Four Star Pizza and Sub Coupons (Flyers available)*
4. *Calendar:*
 1. *Important dates for the HSC (Copies available)*

Proposals for amendments to the Constitution and By-laws

1. *The Membership was asked to review the By-Laws –*

Motion to approve:

1. *1st- Justin Crowe*
2. *2nd- Joey Vanatta*

Election of Officers

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5. *In regards to election of officers, the Membership is asked to determine a timeline for election of officers due to the circumstances surrounding the current boards election. (providing the newly revised By-Laws are approved)*
6. *"The HSC shall annually hold an election of officers to serve on the Board of Directors. The elected positions shall serve two-year terms with **President and Secretary elections held in even years and Vice-President and Treasurer elections held in odd years.** Elections shall be held at the Annual General Meeting (AGM) with newly elected officers taking office at the end of the meeting. Each office will be filled by the candidate receiving the most votes."*

Motion to approve and accept that the language within the HSC By-Laws will be adhered to this year.

Motion to approve

1. *1st- Aaron Vanatta*
2. *2nd- Thomas Helmkamp*

New Business

Field Maintenance:

1. *Purchase fertilizer and seed (fertilize for spring)*
2. *Permission to explore options and costs for drainage of parking lot and U10 field (stone, fabric, pipe, topsoil)*
3. *Advertise two 24' x 8' goals for purchase or keep*
4. *Purchase storage shed - organization materials*
5. *Purchase replacement fence for under the large kick nets*
6. *Replace fencing at the entrance – Membership volunteer hours or supplies?*
7. *Purchase display case for pictures/schedules around the concession stand?*

Registration:

1. *Review Flyer and Dates/Deadlines on Calendar*
2. *Age Divisions In-House U6,9,13 and U10,12,14 18 for Travel – **We will create a play up form***
3. *Uniforms/T-shirts – **Each In-House player will receive 2 T-shirts. We will continue to use the gold and navy tees for Spring season but exploring options to have a reversible jersey or team colors. Each travel player will get a \$25 reimbursement for their uniforms. The rest of the cost is the responsibility of travel player. NOTE: Eurosport did not have the Adidas uniform in stock, so T-shirts were the alternative for the spring.***
4. *U6 – configuration – Reviewed US Soccer Standards and explain rationale. 4 v.4 plus a goalie, will look to increase size of field, but continue to utilize the two coach system as was utilized in the Fall. Suggestion was made to explore purchasing better goals for U6. The board will research what other clubs use.*
5. *Travel team declaration and registration deadlines reviewed and confirmed.*
6. *Registration fees will be:*
7. ***Rec- \$65***

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8. *Travel: \$85*
9. *Early registration discount of \$10*
10. *Sibling discount \$10*

Coaches:

1. *Recruitment*
2. *Clearance Reimbursement (Total Cost) -No need to reimburse, clearances are free.*

Referees:

1. *Recruitment*
2. *Certification reimbursement (FULL) -*
3. *Clearance Reimbursement (FULL) - We will not be paying for uniforms for referees.*

Indoor Soccer Moving Forward:

1. *HSC to put down \$200 deposit per team for one indoor session only-*
2. *HSC will not collect or write checks moving forward. A check for \$200 will be given to team made out to the Brownson House. It is up to the team to take care of collecting their registration fees and turn them into Brownson House.*

Sponsorships:

1. *Gather the history surrounding Sponsorships*
2. *Review current process and determine an acceptable process moving forward- **It must be declared and put in writing what we need the sponsorships for, ie. Field maintenance***

Motion to approve:

1. *1st- Chad McGowen*
2. *2nd- Aaron Vanatta*

Adjournment

Motion to approve:

1. *1st- Jeff Ditmer*
2. *2nd- Thomas Helmkamp*

3. Acceptance of those minutes

- I. **Motion to approve**
 - a. **1st- Joey Vanatta**
 - b. **2nd- Eric Burt**

4. Reports of the Treasurer

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I. Notes from the Treasurer:

Expenditures:				
Ref Fees			\$4,205.00	
Field Maintenance			\$4,842	
Shed Equipment & Storage			\$1,408.37	
Sanitation			\$1,398.40	
Pavilion Improvements			\$2,522	
Insurance			\$1,530	
Spring Uniform Cost			\$1,794	
Total:			\$17,700	
Income:				
Spring Registration Dues			\$10,580	
Summer Session Registration Dues			\$585	
Fundraiser			\$3,620	
Total:			\$14,785	
Current Account Balance			\$10,661.32	

Accepted.

5. Old business and/or for Informational Purpose:

In regards to McGuffey School District:

1. The field tarp purchased by McG for their Athletic Complex project and is now up for sale. Contact Ed Dalton if interested.
2. Request submitted to use the McG Stadium Field in case of inclement weather for In-House and Travel as was taken advantage of in April in lieu of cancelling.
3. McGuffey School District (Ed Dalton and Craig McKee) has been advised of the concerns of the U10 field and Parking Lot. And no concerns on their part were raised.
4. Jed Grice met with a representative from First Energy about installing on additional dusk to dawn light. A grant has been written and submitted for First Energy to address these concerns. Awaiting outcome.

Fundraiser:

1. Fall Fundraiser will be Kona Ice Four Star Pizza and Sub Coupons and/or Cash Bash (Flyers available)

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Calendar:

1. Important dates for the HSC (Copies available)

6. Proposals for amendments to the Constitution and By-laws

The Membership was asked to review the By-Laws – **No proposals or amendments put forward.**

1. Motion to approve:
 - a. 1st- Chris Watt
 - b. 2nd- Thomas Helmkamp

7. Election of Officers

“The HSC shall annually hold an election of officers to serve on the Board of Directors. The elected positions shall serve two-year terms with **President and Secretary Elections held in even years and Vice-President and Treasurer Elections held in odd years.** Elections shall be held at the Annual General Meeting (AGM) with newly elected officers taking office at the end of the meeting. Each office will be filled by the candidate receiving the most votes.”

1. Review Vice President and Treasurer candidates’ names that have been Emailed interest to admin@highlandersoccerclub.com
2. Vote for Vice President and Treasurer
Scott McDonald voted Vice President; Shannon Whiteman remains as Treasurer
3. Motion to approve new executive board members.
 - a. 1st- Shannon Whiteman
 - b. 2nd- Scott McDonald

8. New Business

Field Maintenance:

1. For informational purposes only ~ The board has spoken with a couple businesses about the possibility of replacing fencing at the entrance, and has made concerns about the entrance known to the McG Administration. Awaiting details and information. Clean up of the entrance is planned for Field Readiness Day this fall. Looking for permission from the membership to explore quotes to renovating the entrance.
2. The board has reviewed and has met with two contractors to determine the best direction for draining the parking lot, pulling additional water from Field 6 and tying in the gutters. Review the proposal and vote to approve. Paul Westfall has put forth a price, but no details. Brent Graham has put forth a quote, details and price. Details are listed at the end of the agenda.
3. Motion to approve:
 - c. 1st-
 - d. 2nd-

Registration:

1. Review Flyer and Dates/Deadlines on Calendar
2. Age Divisions In-House U6, 8, 10, 13 and U10,12 for Travel – Enrollment Numbers will dictate.
3. Uniforms/T-shirts – Each In-House player will receive 2 T-shirts as needed. The board is exploring the cost of Admiral brand, navy shorts and socks, but voted to not move in this direction at the executive meeting on June 30th. Reversible jerseys were not a quality option once the samples were reviewed. Each travel player

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will receive an Admiral Uniform, complete with lime/navy jersey, navy shorts and socks. Details can be found on the HSC web-site.

4. Travel team declaration and registration deadlines reviewed and confirmed.
5. Registration fees will remain:
 - Rec- \$65
 - Travel: \$85
 - Early registration discount of \$10
 - Sibling discount \$10
 - On-site Registration July 19th at HSC pavilion
 - Registration opened July 6th
 - Registration is open until July 31st
 - Receive a \$10 off Early Bird Registration by July 19th.
 - A \$15 Late Registration Fee applies after July 31st.

Coaches:

1. Recruitment
2. Clearance

Referees:

1. Recruitment

Indoor Soccer Moving Forward:

1. HSC members interested in playing indoor at Vernon C. Neal should submit a formal email request for a \$200 sponsorship from HSC, complete with a roster to admin@highlandersoccerclub.com.
2. A single session check for \$200 will be given to a team made out to the Brownson House. It is up to the team/coach to take care of all other collection of registration fees and turn them into Brownson House.

Sponsorships:

1. Review the Sponsorship Request Form
 1. Motion to approve:
 - a. **1st- Chris Watt**
 - b. **2nd- Chad McGowan**

9. Adjournment

1. Motion to approve:
 - a. **1st- Joey Vanatta**
 - b. **2nd- Katie Lowe**

HSC Complex Drainage Project Summer 2017

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Phase 1

1. Place a French drain in middle of parking lot.
2. Place a French drain in front of pavilion.
3. Run Solid pipe from gutters.
4. Connect both French drains and the gutters into a catch basin near the pavilion.
5. Run solid pipe past the dumpsters to the low lying area near Buffalo Creek.

Phase 2

1. Place French drain along the low lying touchline of Field 6
2. Place a 90 degree in the French drain and then run over to the low lying area near the tree line and behind the kick net.
3. Connect French drains into a catch basin in the low lying area.
4. Run solid pipe through the tree line and into Buffalo Creek.

Material:

Item Description	Estimated Amount	Estimated Cost
6 INCH CORREGATED DW PERFORATED DRAIN PIPE	440/FT	\$1,515.00
6 INCH CORREGATED DW SOLID DRAIN PIPE	560/FT	\$1,300.00
4 INCH SDR 35, SOLID DRAIN PIPE	190/FT	\$190.00
BACK FILL DRAINAGE PIPE WITH GRAVEL	75/TON	\$2,200.00
PIPE FITTINGS, PIPE MATERIAL	XXX	\$245.00
(2)CATCH BASINS FOR DRAINAGE	EST SIZE 2X2'+/-	\$2,000.00

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