



Regular Board Meeting of July 09, 2017

Board Members/Public present: (Underlined – voting members/coaches)

<u>Kim Fickett</u>	<u>Nick Buckley</u>	<u>Hillary Damon</u>	<u>Carrie Carter</u>
<u>Amanda Mclasley</u>	<u>Jennifer Wescott</u>	<u>Alisha Bailey</u>	<u>Greg Violette</u>
<u>Danica Rancourt</u>	Marc LeClerc	Corey Rancourt	

Members excused:

Members Absent:

Kim Fickett, President, called the meeting to order at 9:00 am at the Conference Room in the Westbrook Community Center. Items listed not necessarily in order of discussion:

1) Registration

- a. There are still concerns about the mites registration numbers. We have been told there are still more kids that are planning on registering but may have not done so yet. We are still having the mites team.
- b. Last year's numbers: 5th grade- 21, 6th grade 15 totaling 36 for Pee Wee. 3rd grade- 13, 4th grade 11 totaling 24 for mites.
- c. Current numbers (as of July 27, 2017) Flag has 25 total, Mites has 13 (3rd=4, 4th=9) Jen and Danica haven't registered their boys yet and we have a couple others who have told us they are returning. PeeWee has 27 (5th=10, 6th=17).

2) Fundraising

- a. Sappi is our Mites sponsor. Flag sponsors are Spectrum and Stroudwater Tire.
- b. Banner sales (Bronze level) were low last year – only 6 sold
 - 1) Push this year for banner sponsors that we already have the banners made up for. Everyone jumps on board with banners for this year. Possibly bring players in uniform to businesses.
- c. Fall fundraiser-
 - 1) Fall raffle instead of the subway books. Prizes to include (if we are able to get them): 100 gallons of heating oil, Celtic tickets, Patriots tickets, Hannaford gift card, \$25 Portland Pie gift card, (4) \$25 Cavallaro Auto gift cards, \$300 total in Dick's cash.
 - 2) Any company that donates for this fundraiser will get a banner. Remind businesses that because we are a 501c3 organization, their donation is a tax deduction for them.
 - 3) All donations should be secured by July 16 so we can get tickets to parents and kids to start selling by the first practice.
 - 4) Brea Lea has offered to sell tickets in the restaurant for us.

3) SMYFL update

- a. New rule book out. A lot of changes this year listed in the front of the book.

- b. Changes to off-season and pre-season camps. No SMYFL coaches can coach their players from July 1st to the first practice of the season in an organized setting. From the end of the season to June 30th SMYFL teams can organize any camps/clinics.
 - c. Increased fees for refs. Pee wee is now \$100 per ref for the day. Mites is \$100
 - d. The potential is there for Westbrook middle school to join SMYFL.
 - e. Start dates: 8/7 middle school, 8/14 Pee wee and Mites,
 - f. Jamboree will be 8/27/17 at Massabesic
 - g. Looking for Refs across the state. If we get 4 new refs SMYFL will hold a clinic for them.
 - h. NFHSlern.org has lots of videos. Great resource for coaches.
 - i. Schedule
 - 1) 9/9/17 Sanford @ home
 - 2) 9/16/17 Noble @ home
 - 3) 9/23/17 Westbrook @Gorham
 - 4) 10/1/17(Sunday) Westbrook @ Wells
 - 5) 10/7/17 York @ home
 - 6) 10/14/17 Kennebunk @ home
 - 7) 10/22/17 (Sunday) Westbrook @ Massabesic
 - 8) Bye (Opportunity for Flag classic to be held this weekend)
- 4) Miscellaneous items
- a. Equipment –
 - 1) Need to come up with a spreadsheet for the budget to be able to anticipate when major purchases need to be made
 - 2) Need to implement an end of year equipment system to better track who has turned in equipment and who is still outstanding.
 - b. Clothing-
 - 1) Tackle coaches will be getting a coaches shirt and jacket. Flag coaches will have the choice of a polo shirt or a long sleeve tee shirt.
 - c. Summer Clinic with High School Coach-
 - 1) Time change to 5-6:30. Week of July 24th at the High School upper field
 - d. Coaches-
 - 1) Mites Head Coach- Both Marc Leclerc and Corey Rancourt were in attendance at this board meeting. Marc told the board that he would like to be the mites head coach because of how last season went, there was no direction or plan for practices but he wants to change that. He is a very upbeat and fun coach. Corey told the board that he had the time to dedicate to the position of head coach and he too wants to see there be direction and plans set ahead of time for the practices. He wants the kids to have fun and enjoy their time on the field. He turned the negative comments from last year around and is committed to continuing in that direction.
 - a. Board went into a blind vote and the final decision of the board is for Corey Rancourt to be the mites head coach.
 - 2) PeeWee- Bryan Harvie (Head Coach), John Young, Nick Buckley, Greg Violette, Nick Dorazio, Joe Pilsbury
 - 3) Mites- Coery Rancourt (Head Coach) Bob Harvey, Amanda, Tyler Howes, Joe Dorazio, Justin Sherburne, Marc Leclerc
 - 4) Flag- Pete Wescott, Joel Arnold, Brian Heal, Bo Hamlyn, Doug Sawyer
 - 5) Coaches code of conduct- all coaches will be required to sign it this year.

- 6) Background checks- Some coaches are due for renewal. New coaches need to have it completed. Jen and Greg to coordinate with coaches.
 - 7) SMYFL coaches meeting is August 3 7-8pm at Ramada Inn in Saco. Tackle Head coaches are required to attend, assistant coaches are not required but they can attend if they want.
 - 8) WYF coaches meeting is August 9 6pm at the Stockhouse. Kim will host, coaches are required, board can attend if they want
 - e. Jen put forth a motion for Westbrook Youth Football to sponsor a waterstop at the Westbrook Strong race on Saturday July 15th in the amount of \$250. Amanda 2nd. All in favor, motion passes.
- 5) Board of Directors
- a. Hillary has resigned from the position of Co-concessions.
 - b. Carrie put forth a motion to nominate Hillary for the position of Treasurer. Amanda 2nd. All in favor, motion passes.
 - c. Danica put forth a motion to nominate Brian Heal as the Publicity Director. Jen 2nd. Unanimous vote, motion passes.
 - d. At the June board meeting, Brian Heal mentioned reaching out to the local colleges for a marketing or sports management student and potentially creating an internship to help us with marketing our program better. After some research we have found that Scarborough pays their intern \$500. Jen put forth a motion to hire a publicity intern for August to May and compensate that person \$250 per each completed semester. Greg 2nd. All in favor, motion passes.
 - e. We are in need of a Co-concessions director if anyone knows of anyone interested in joining the board.
- 6) Annual parent meeting
- a. July 27th at 6 pm at the High School Cafeteria (pending approval of our request).
- 7) Adjournment Motion at 11 am by Jen /2nd Amanda – Vote: Unanimous all in favor

Next Regular Board meeting: Sunday August 13, 2017 9:00-11:00 am – Location: Westbrook Community Center – Conference Room

Meetings will be held generally on the Second Sunday of each month however the board reserves the right to schedule mid-month meeting as necessary.

(Minutes stated are in summary form and not verbatim)

Action Items from 07/09/2017 meeting or before:

- Kim – Order more copies of the SMYFL rule book
- Kim – Reach out to Mike Dillon about the Cribbage tournament he has done.
- Kim – Reach out to Stockhouse and Kozetti’s about possibly using their space for Cribbage tournament
- Kim- Coordinate with Greg and Jen to get coaches bags together for coaches meeting.
- Kim and Brian- American journal article about our struggling mites program

- Greg- Background checks to those that need new or renewal
- Greg- Check into getting Patriots tickets for our raffle
- Greg- Determine practices days with your head coaches
- Greg- Coordinate with Kim and Jen to get coaches bags together for coaches meeting.

- Hillary** – Prepare to present budget at August meeting
- Jennifer W** – Contact Hannaford for donation of gift card for our raffle
- Jennifer W – Reach out to Mr. Bagel for banner sponsorship
- Jennifer W- Background checks for those that need new or renewal
- Jennifer W- Determine practice days and schedule of games
- Jennifer W- Coordinate with Kim and Greg to get coaches bags together for coaches meeting.
- Brian**- American journal article about our struggling mites program
- Brian- Reach out to American journal to create a contact for our program to get pics and stats in during the season.
- Nick**- Start coming up with a system for tracking who has equipment as well as who returned equipment and who has not.
- Nick – Input all equipment information into Dropbox acct
- Nick – Create a spreadsheet of all league equipment to have for the end of the season to be able to put with all equipment so we know what we had at the end of the season. Additionally, expand spreadsheet to create the need for major purchases, i.e. helmets, for future budgeting.
- Nick-Order Coaches shirts and Jackets. Coordinate with Jen for Flag coaches.
- Nick- Reach out to Louis Lampron about oil donation for raffle
- Nick- Order mites jerseys (Sappi is their sponsor)
- Danica** –
- Danica and Corey: work on folder of plays and information from Damian.
- Carrie**- Reach out to BJ's, Sams club, Hannaford, shaws, Dunkin Donut for donations for the snack shack.
- Carrie- set a menu for the parent meeting on July 27th.
- Carrie- order Port-a-potty and dumpster to be in place before August 14th
- Carrie- Coordinate with Babe Ruth, when are they done with the field? Do they have food left over they want us to purchase? Contact Little League about food left at end of season as well.
- Amanda** - Set up comedy night. Location? Comedian?
- Amanda- Coordinate board getting sponsorship info out to businesses
- Amanda- Bring scale to parent meeting
- Alisha** – Send out Clynk information to all Facebook pages and email parents
- Alisha- Bring scale to parent meeting
- Alisha- Coordinate with Jennie and Jeremy for POD delivery and field striping
- Alisha- Follow up for parent meeting
- Alisha - Update email master list as needed
- Alisha – Reserve stockhouse for August 9 6-8 for coaches meeting

*Items for next Agenda:
Clynk bags to businesses
Reports from Treasurer, Registrar, and Fundraising*