Nazareth Soccer Club

Board of Directors Report
September 13, 2017
Bushkill Township Municipal Building
1114 Bushkill Center Drive
Nazareth, PA 18064

Call to Order: 7:40pm

Adjournment: 9:08pm

Board of Directors Present:
John Henchy, Brian Ransom, Courtney Kole, George Kline, Ginny Patton, Jennifer Bennett, Rob Guroff, Karen Janis, Melissa LaBar, Rob Berkowitz, John DeMarco

Board of Directors Absent:
Craig Swanson

Others Present:
Ed Quaranta (edquarant@gmail.com), Dan Dewey (padeweys@gmail.com), Marcos Pires

NOTES

John Henchy, President

Current Meeting:
• Big need to get more parent/coach participation in board meetings
• Next month are elections
  o Key positions are up for consideration
• Major concerns for the longevity of the program if board membership is not supported
• 1 significant issue with Blue Mountain
  o Remind all coaches – no interaction with refs and parents
• NSC Board members have full authority to get involved with all incidences

Previous Meeting:
• 22 teams this fall
  o 4 in Northern Valley YSL
  o 12 in Blue Mountain
  o 5 in LVYSL
  o 1 EDP
  o Appx. 600 kids in total (classic and micro)
    ▪ All Micros are good
    ▪ All classic except for 1 settled
  o Summer Training is done the week
  o 113 total kids enrolled over the course of 6 weeks
    ▪ Best week: 32 kids in foot skills week
    ▪ Good goalie numbers
    ▪ Will need to compare to 2016
- New approach to summer training
- Increase communication to anyone who signed up
  - Reminders, cancellations, inclement weather, etc.
  - Improve communication overall
  - Summer training needs an assigned person to manage it
  - Goal for next summer – have 1 person own it
    - Emails, communications, sign-ups, etc.
  - For fall
    - (also see Melissa’s notes below)
    - All fields and times are settled
    - Currently – no one assigned to Holy Cross
      - Recommendation – close it if not needed
    - Field Lights
      - Bushkill
      - Lower Nazareth
      - Lucas Lanes
    - Bushkill fields still need lining
- Thanks to Craig, Rob, and Jenn for getting all the teams up and going
- BMYSL Meeting Notes
  - BMYS Meeting July 6.docx
- LVYSL Meeting Notes
  - LVYSL Meeting 8-8-17.docx

**John DeMarco, VP:**
Current Meeting:
- Present, no notes

Previous Meeting:
- NASD high school coach is considering offering a 1-week winter camp and 1-week soccer camp
  - 1-day summer camp has been a success
  - Considering doing Mon-Thur
  - Is looking for his players to get volunteer hours – academy, micro sessions
  - Looking for a charismatic announcer at the game
  - Sept. 1 – would like one of the age groups to represent and walk out with the players
- How do we better link the high school team and the club
  - Consider displaying high-school schedule

**Brian Ransom, Secretary:**
Current Meeting:
- Approved August minutes
  - GP/ML
- The offices of President, Secretary, Fund Raising and Special Events Director, Micro Development Program Director and Classic League Director shall be elected during odd number calendar years
The President shall administer the election and should notify the general membership thirty (30) days prior to the date of the election.
Karen will send notice via Blue Sombrero.

Previous Meeting:
- Approved July minutes
  - KC/GK

**Virginia Patton, Treasurer:**

Current Meeting:
- Started Month: $174,918.18
- Ended month: $166,764.54
- More summer training bills coming in
- Trailer registration given to Melissa
- For refunds, Ginny will issue a check as needed

Previous Meeting:
- Started month: $181,065.17
- Ended month: $174,918.18
- Paid uniform kits
  - Band-aid to carry us through until Spring
- Training Summer Classic?
  - Perfect touch and other trainers
- Winter training
  - Negative $1,117 should be added to 2016 budget (from a budget standpoint)
  - From P&L standpoint, it is where it should be
- Consider adding an addendum to the 2017 Budget for:
  - Winter Training
  - Rental Costs
  - Keep as separate line item
- For Micro Director
  - Rob Berkowitz/Rob Guroff to work out hours and finalize coaching/Director arrangement
  - Budget: $3,750 for remainder of 2017

**Melissa LaBar, Fields Director:**

Current Meeting:
- Received registration for trailer
- 5 lights coming on Monday
  - 5 volunteers
  - 3 to ESSROC
  - 2 to Lucas
- 3 club lights going to Bushkill Rec
- Arial shots of the fields to help with light placement
- Tuskes is lined
- Letters are going out for the Spring season
- Bushkill Twp would prefer we don’t use Lower Lucas
  - Not recommended, plus it does not have lights
- U15 coach needs to find some field space – will work it out with Melissa
Previous Meeting (not present – notes provided):

- Looks like all fields will need to be re-measured and lined
  - I'm hoping to get coaches and parents out to get this completed sooner rather than later
- We have been approved to use Upper Lucas for games only for the fall season
  - No one is to use it for practice or trainings or they will not allow us on it
- We can put goals up at Rec starting August 14
  - If that area could at least get measured and lined, that would be awesome
- Jay Borawski offered to get a crew together to line Upper Essroc
  - I have had no takers on any of the other fields
- Game/Practice fields:
  - Lucas Lane - two 11v11 (LVYSL, NVYSL, BMYS)
  - Tuskes - one 9v9 (NVYSL)
  - LNES - one 9v9 (LVYSL)
  - Rec - one 9v9 (BMYS), two 7v7 (NVYSL, BMYS)
  - Upper Essroc - one 7v7 (LVYSL)
  - Lower Essroc - Micro
  - BES - Micro (in front); practice field in back
  - Holy Cross - practice field (unless needed for something else)
  - Tuskes - Upper Softball Field (light use) - have a request in about a key for the lights. So far, no response.
- Black Out dates for field use:
  - BES
    - Aug 24, 31
    - Sept 12, 13
    - Oct 12
  - LNES
    - Aug 22
    - Sept 12, 13, 14
    - Oct 20, 27
    - Nov 3, 17
  - Tuskes
    - Aug 22, 23, 24, 25, 26, 27 (due to Community Days)
- Emailed Ginny the approval request from NASD for BES & LNES so the rental fees can be paid. $187.50 per field for the season.
  - Ginny has confirmed both are paid
- Upper Nazareth (Tuskes) - instead of returning the deposit ($100) from February, they are going to apply it for the fall
  - I approved this with them
  - They are requesting a schedule of practices and games once they are available
- I am currently working on the practice schedule
  - Still waiting to hear from several coaches on practice nights
  - Will send out once everyone gets back to me.
- Rob Guroff
  - Once you have the micro rosters together, would you please email to me?
  - I need to update the coaches emails for my records and I utilize the rosters for the ‘work bond’
- Rob Berkowitz
  - Please confirm all trainers for the fall season so I can update names and emails for the season
  - Also, please confirm which night(s) you will need for training
• George
  o I will email you the light placement sometime in the next week.
• I currently have NO teams scheduled at Holy Cross this season
  o Unless anyone feels otherwise, I'm thinking of just closing it for the season
  o Closing the field would saves the Club the rental and I will pull the portable toilet. Opinions?
• I sent out an email asking parents about initial linings at Rec
  o So far I have received 3 volunteers
• I also sent out the parent signup for season field lining
  o I will add the additional fields once they are lined
• Lower Nazareth is lined
  o Vinny Pizzolo got a group together.
• Upper & Lower Lucas are both lined
  o Dean Knause, Todd Robinson and Raj Kooma took care of that

**George Kline, Team Equipment:**

Current Meeting:

• 10 Jerseys left to distribute
  o Will be complete by Friday
• Continue to discuss logistics of Spring Registration and the new uniform process

Current Meeting:

• Micro – everything ordered
• Classic – some challenges
  o Didn’t collect uniforms for the last spring U9 groups (now U10)
    ▪ In theory, if they left the program, they would need to return jerseys
  o Fall U9 teams
    ▪ All new, no uniforms
    ▪ Working out numbers – make sure there are no duplicates
    ▪ Important to get all the numbers (Blue Mountain won’t let players play if numbers are not accurate)
• Uniforms will be finalized soon
• Next week – finalized details with Soccer Magic for warm-ups and bags
• Lighting will be finalized next week
• Looking good to move forward with a uniform change for the Fall of 2018
  o No contract – nothing binding us
  o Will get a few thousand dollars each season for the club
  o Financial impact to be discussed at a later date
    ▪ Less registration fee
    ▪ Another website to order the uniforms
  o Will need to provide an estimate of how many uniforms we will order

**Courtney Kole, Fund Raising and Special Events**

Current Meeting:

• I need a check for $201.09
  o Reimbursement to me. I have receipts.
  o $98.69 Staples color copies for Spirit Gear flyers
  o $102.40 Quick Trophy for Gold Sponsor plaques
• The Spirit Gear store closed and we had 10 orders
A profit of $90
Need to plan farther in advance in the spring, test the site prior to launch and promote better.

- Stock items have arrived and are available for sale.
  - Water bottle - $5.00
  - Travel mug - $5.00
  - Lawn chair - $25.00
  - License plate frame - $5.00
  - Magnets - $5.00

- Sponsor Plaques for Gold Sponsors ordered and will be delivered to Gold sponsors when they arrive. Will be completed by end of September.

- Bishop Photo for team/player pictures is scheduled for Mon Sept 25th & Tues Sept 26th 6-8pm at the NAIS Cafeteria
  - 51% of teams have reserved a time slot so far.

- There will not be an additional fundraiser initiative for the Fall season
  - Reasons:
    - Sponsors (Gold, Bronze and United Way - $910)
    - Mandatory $20 per family fall fundraiser at registration
    - $365 from Bethlehem Steel tickets
    - Spirit Gear sales
    - Bishop Photo % of sales
    - Total YTD: $23,222.00
      - 2017 budget = $25,900

- Consider opening up the store towards the end of season for another round of fundraising
  - Maybe add Spring items?
  - 3-week window in early Nov. – send out a blast

**Previous Meeting:**

- Distributing Bethlehem Steel tickets
  - All were now claimed
- Provided bond refund checks to Ginny
- Some sponsor checks to Ginny
- $910 from United Way
- Spirit Gear
  - Looking at Fall items
  - Visit www.bsnteamsports.com
  - This replaces Stitch Witch
  - Water bottles, magnets too
  - Some more Youth items
  - Offer backpacks too
  - BSN can do embroidery

- Blast will be sent to all parents & spectators for Spirit Gear (BSN)
- Warm-ups and bags will be offered through (Soccer Magic)
- Still working on tier raffle for fall fundraiser

**Jennifer Bennett, Registrar**

**Current Meeting:**

- Fall registration is finally closed (as of 9/12)
- Blue Sombrero currently set-up to delegate refunds to Jennifer Bennett
  - Karen can switch this as needed
- Help Jenn manage workload until appropriate delegation is determined
  - Ginny: refunds can be issued via check
- Blue Sombrero / Registration software will be updated to more easily identify players with uniforms and those that need uniforms
  - Add a line: what is your uniform #, (or select N/A)
- For the Spring:
  - Issues with importing rosters needs to be addressed
  - With new uniforms and the new process of buying uniforms: have a # choice and assign numbers
  - George and Jennifer to work out the details
- Registration challenges with EDP this season – they had a new system
- Blue Mountain went okay
  - No fines this year

Previous Meeting:
- **LVYSL**
  - Rosters due Aug. 18 deadline
    - Numbers have not been completely finalized yet
    - Coaches need to have numbers back this week
  - Still waiting on some coaches to upload information
  - Get them done first given the roster deadline
- **EDP**
  - Everything submitted so far
    - Now waiting to hear
  - Roberts might still need to be sanctioned in PA
    - Some confusion around this?
  - Still needs the cards through EDP to get sanctioned
  - Requests for Pictures, birth certificates coming soon
- For the current rostering system
  - Try to cut down on some repeating for next season
    - Can import from previous season
  - Detailed conversation needed to finalize how jersey numbers get finalized and populated in different leagues
- **Blue Mountain**
  - Aug. 28 deadline
- **U9 Boys**

**Karen Janis, Communications Director**

Current Meeting:
- Website renewal for the next 2 years
  - Bill sent to Ginny

Previous Meeting:
- Not present

**Craig Swanson, Classic League Director:**

Current Meeting (not present, notes provided):
- Classic had their first games this past weekend with varying degrees of success and only one slight issue that I’m familiar with and Henchy is addressing.
Still waiting on some final uniforms to come in so some of our double-rostered kids with conflicts can actually play with their double-roster teams if needed.

Looks like the U15 girls might struggle with numbers, despite having 14 on their roster and a bunch of U13 girls double rostered
  - The U15 girls had 12 girls for their first game, including three U13 girls.

Let me know if anyone has classic-related questions. If I don’t make it, you can give me a call and conference me in if you need anything during the meeting or would like me to report.

Previous Meeting:

- Rosters are done
  - Only thing left – double rostering
  - No teams are overly stacked
  - A lot of players on 7 v 7 teams last year
  - Numbers worked out well this year

- U15 Girls (’03-'04)
  - U13 girls needed to double roster have been identified
  - Young ‘03s – still in 8th grade
    - Currently ENCO players
    - Double roster as needed

- Dan D – coaching U15 boys team
- Ed Q – helping U
  - A lot of experience on the administrative side of things
    - Treasurer, Secretary

- Rob is coordinating training
- All coaches have set up practices
- Bushkill Rec still needs lined
  - 3 volunteers, Ziggy is willing to mark it
    - Melissa to finalize
- Some double rostering tweaking needed to do
- 1 coach is requesting “pugs and ladders”
  - Consider providing this type of specialized equipment at the field only
  - If a coach wants equipment, the club is supportive
  - Can we look into budgeting moving forward
  - John D. has an extra set this coach can use for now

- John H sending Craig the combos for all locks
- Most teams have 2 “coaches”
  - Anyone trying to communicate with coaches, along with the head coach, contact both the assistant coach and/or team manager

- Coaches meeting – Aug. 24 at Bushkill Red
  - Housekeeping
  - Would like to see more communication between the coaches
  - Consider ages practicing the same night and same location
  - Reinforce positive coaching with all coaches

- Enough numbers for 2 x U17 teams
  - John to find out more information about the roster size

Rob Guroff, Micro Development League Director

Current Meeting:

- Overall, smoothly
- 1st two weeks of practice got rained out
• 299 kids
  o 50+ coaches
• 2 kids signed up and got injured prior to the season
  o Send them each a team shirt
• Trying to secure a food truck for the NSC Academy tournament
  o Consider the Bath Fire Dept.
  o Oct. 15
• Academy
  o 1st tournament coming this weekend (Sunday)
    ▪ ENCO hosting
  o Some concerns over participation with too many kids with varying degrees of skill and ability
    ▪ U8 – 25 kids currently signed up
    ▪ U7 – 15 kids
  o John: simply an opportunity to have additional playing time
    ▪ Some kids have really outgrown micro level – they want something more
    ▪ The intent of the program is not to carve out the more talented players
    ▪ Want to encourage all kids at this age
  o Next steps:
    ▪ Consider adding additional trainer for support
      • With no Micro Director there is budget to support this
    ▪ Would not support completely dividing the group permanently
    ▪ Work closely with the trainers
• Consider options for recruiting micro parents to participate on NSC board

Previous Meeting (not present, notes provided)
• Coaches are ironed out; thanks to President Henchy for the blast emails! Would still be good to have another U4 coach, but we can manage as is.
• Rosters are ironed out, though there will be some swaps as parents request practice day/time changes.
• As far as I know, all players who want to play are active. We have no wait list. That system worked flawlessly. Thanks again to Karen!
• If we haven't already, we need to reimburse the U9 girls playing U8 for some of their reg fee. I emailed Jen/Jenn/Karen about this.
  o All done!!
• Gear bag + bownet order submitted to George in late July
  o All ordered from the vendor
• Tshirt + sock + hat order submitted to George last week. Seems like we'll still need to order adult/unsized socks due to budget. This isn't a huge deal, but giving adult socks to youth players seems like we're not trying very hard. I got some unamused parent feedback last season.
• Hoping everything will be available AUG20 for assembly ahead of the Micro Coaches Meeting AUG24 6:30pm at Mivajo’s. What's my food budget?
  o $100
• Talked with Rob B last week about Micro Coaching Support and trainers. He thinks he can ask ESU players to meet our needs: Academy Monday sessions, Micro coach support early in the season, although trainer support at the Academy festivals may not work out. He is still reviewing the curriculum online to see what makes sense on that front.
• Marcos is doing an excellent job with free Micro Summer Sessions. Deo and Gerry did their first session last week, and it seemed to go very well.
• I will copy Melissa on one of my upcoming coach emails, so she'll have the Micro coach email list, as requested.
To ramp up community connections, I am thinking about providing our Micro game schedule to the staff at Alexandria Manor in the Borough. I wonder if some of the residents wouldn't want to come out to see the kids at Essroc play when we get nice Fall weather. We could set up a tent and engage our senior Borough residents this way. Seems low-risk and high-reward. Maybe we could have the kids run past the tent and slap high-fives to the senior folks after the games. **Any objections to this outreach?**

- No objections
- If there are other topics/suggestions/ideas/etc. I should hear, let me know!
- Marcos
  - Averaging 30-35 kids per session
  - Fall season
    - Patrick Boran will be leading the Academy kids
    - 15 sign-ups for Academy so far

**Rob Berkowitz**

Current Meeting:
- Not present

Previous Meeting:
- Helping Rob with Micro stuff
- Work with Rob to finalize his level of involvement
  - Academy tournaments on Sunday can be tough

**New / Other Business**

Current Meeting:
- None

Previous Meeting:
- None