



Fall Parents' Meeting  
Tuesday, September 27, 2011 - 7:30 pm  
Bellefonte Middle School Auditorium

1. Welcome & Overview

Charlene Gaus introduced herself as the new President, having recently stepped up from the position of Vice President. She welcomed everyone and thanked them for coming to this important meeting where BSA will share information, help to put names with faces, answer questions, and begin to improve communications between the Board and everyone else involved with BSA. She noted that any suggestions or comments are welcomed also, so please feel free to contact any Board member at any time to share opinions and ideas.

As a means to help improve communications, the position of Communications Chair was just created and Jill Sanderson is currently serving in that position. Additionally, the Affinity system through which players register each season is a great tool for getting information out to players and their families via email. Charlene apologized for any duplicate notifications that anyone who has more than one person registered through the system may have received, but as she mentioned, it is better to get duplicates than not receive the email at all. And on that note she recommended creating a free email account to be used just for soccer registration to ensure that you'll receive pertinent information, because some email servers are sending Affinity-sent messages to spam.

2. Introductions

a. Board

i. VP

Charlene Gaus recognized Dave Bell in the audience and thanked him for his service to BSA. He had served as President, but stepped down due to a number of circumstances. Since the Charlene is now serving as President, that leaves the position of Vice President open. Anyone who is interested in the Vice President position may contact Charlene to get information about what it entails.

ii. Treasurer

Charlene introduced Doug Redfern who is currently Treasurer but will be turning the reins over to Rob Henry on October 1. Doug will talk about how the money is used within the Association.

iii. Secretary

Charlene introduced Nancy Long who has filled the position of secretary for many years.

iv. Coach Coordinator

Charlene introduced Shawn Packer, the Coach Coordinator and Risk Management officer.

b. Key Volunteers

i. Jill Sanderson - Communications Chair. Jill will talk about why she became involved with BSA as a volunteer.

ii. Jeff Dawson - Webmaster, rec game scheduler, winter league coordinator

iii. Stefanie Redfern - picture and fundraising coordinator, referee assignor and referee.

iv. Rich Gadsby - Equipment coordinator

v. Jarrod Stahlman - Field maintenance

vi. Len Rutecki / Blair Richards - Directors of Coaching (positions were newly created last year). Len works mostly with the girls in BSA and coaches the JV high school girls. Blair works with the boys' and coaches the junior high boys' team.

vii. Keith Lair - President of the Mountain District, former BSA president, U12 travel coach, and assistant junior high girls' coach.

viii. Lori Fisher - Travel uniform coordinator. Lori organizes and distributes uniforms as well as receives them back at the end of each season and ensures they are clean for the next use.

viii. Coaches as a group

Charlene invited all the coaches present to stand and be recognized for their help; BSA wouldn't be possible without the coaches. In March, BSA plans to hold a coaching clinic for coaches, potential coaches, or anyone who is interested in learning more about drills and techniques. This clinic is another way to further the program and have more people become involved.

3. Need for Volunteers

a. Key positions needed

As noted during introductions, many people are volunteering in two and even three positions. Charlene also does rec team assigning and acts as registrar. Dave Bell also did travel team assigning when serving as President. Stefanie Redfern oversees referees as well as pictures and fundraising. There is a desperate need for more volunteers to step up. We will find a place for you, if you are interested in helping. Shawn Packer's 'second job' as field use coordinator could use a volunteer and field maintenance could also use another person to work with Jarrod. Charlene is willing to train anyone who would like to try their hand at registrar. A corporate sponsorship coordinator would be especially useful, and a great opportunity for someone who has experience in that area. Shawn Packer begged someone to help as corporate sponsorship coordinator; he had intended to do it but now that he is Coach Coordinator, it is too much for him. Most contributors just want to know where their money is going and how they will be recognized. Additionally, the following positions/areas are open: grant writer, purchasing coordinator, rec team coordinator, travel team coordinator, and someone willing to work with team parents. At this time, Charlene also thanked everyone who has ever acted as team parent.

Charlene stressed that BSA will find a fit for anyone who has an interest in volunteering. Contact Charlene to learn more about where help is especially needed or to share your interests and skills so she can help you find a way to volunteer.

b. Jill Sanderson

Charlene asked Jill Sanderson to the floor to explain how she decided to become involved. Jill introduced herself and said that she has two boys, U6 and U8. Her oldest has spent four seasons on Shawn Packers team and Jill said that she was surprised at the lack of information coming from the Board down through the membership. As a team parent, she contact Dave Bell and decided to get involved using the strengths and skills she has -- communications. The Communications Chair position was created specifically for Jill and she hopes to dramatically increase the sharing of information throughout the entire association and the membership. Her kids are younger so she plans to be able to continue to help even as they become teenagers. She stressed that parents of younger children need to get involved now since at least two current Board members have older daughters that are not even playing within BSA anymore. Jill reiterated that no matter what area you are interested in ... we can use you!

4. Where does the money go?

Charlene introduced Doug Redfern who will explain how the money is used. Doug said that for each registration the money goes directly into the association's account. Of course, the budget changes each season, but generally of each \$60 registration fee (travel has a an additional \$5 fee which goes to PA West), the allocation is as follows:

23% - Insurance through PA West. This is paid once in the Spring for the year; if only playing Fall, the fee is paid then.

33% - Referees, for travel games there are 3 referees per game -- and Soccer Shots (U6)

17% - Uniforms. Travel uniforms are replaced every few years. T-shirts are purchased each season for rec.

5% - Equipment.

8% - Field maintenance (painting, seeding)

Remainder - Miscellaneous which includes office expenses, travel expenses such as mandatory attendance at annual PA West meetings in the Pittsburgh area, and other expenses that do not occur regularly.

Charlene asked where port-a-potties fit in to the budget and Doug replied that they fall under field maintenance costs. The accounts are audited regularly by the league auditor (Roger Martell). As Doug exits the position of Treasurer and Rob Henry steps in, the accounts will be audited for the transition.

Doug noted that for any transaction, a receipt or invoice is required. He must provide back up to satisfy the audit. For example, requests for trophy reimbursement, must have a receipt before the reimbursement will be issued. He requested that payment requests be requested in a timely manner, i.e., during the same season. Additionally, the Treasurer completes the club's annual taxes to maintain 501C (non-profit) status.

Charlene mentioned that the trophy reimbursement is not necessarily for trophies, but rather \$5/player which the Association makes available to each team for end of season parties/awards, etc.

Doug said that when a player registers through the Affinity site, credit card payments will not go through immediately. BSA must validate the information and accept the registration before payments will process. In the case of check payments, once payment is received, the information and check number and amount must be verified so it could take a little longer. Refunds can be complicated so it is preferable to make sure the information is correct prior to processing the registration. Doug asked that if anyone had any questions, or feel they were overcharged, to let the Board know so it can be fixed.

## 5. Important things to keep in mind

### a. Safety First

Charlene stressed that safety is a priority. That includes sandbagging the goals and zip tying nets. No one should ever climb on or hang from goals and nets; as unfortunate as it is, there have been deaths elsewhere associated with goals falling on people. She asked that coaches and parents help by keeping kids off of nets and away from corner flags. BSA tries to 'watch' the fields, but if anyone notices a problem or safety issue, please notify a Board member.

She said that BSA is upgrading the first aid kits and said there are icepacks available to any coaches who would like to include that with their first aid kit. If so, please come to the front after the meeting to get the packs.

b. Referees

i. Need for more certified refs

Stefanie Redfern took the floor to talk about refereeing. She made a desperate plea for more referees. There is an initial course which will be held in February at State College High School. If you decide to take the course, BSA will reimburse you for the fee after you referee your first game for Bellefonte Soccer. Stefanie became a referee a number of years ago because the need was mentioned at a BSA meeting. The entire Redfern family certified as well as Nancy Long and her daughter and many other young teenaged players. Many of these individuals have let their certification lapse due to other commitments, and there is a need for more adult referees. Any referee must be at least two years older than the players in the game they are officiating. Spring U19 referee assigning is a struggle, often requiring 'borrowing' referees from other clubs to fill in.

After completing the course successfully, you will be a Grade 8 referee. Stefanie said she will work with you if you choose to certify. You will begin on rec games and work your way up to more challenging, older, travel, games. The class is very thorough, including learning when to whistle and how to handle the flags. Even if you don't want to ref, the course is a great way to learn the rules of soccer and see the game from a different perspective.

Referees are paid a set fee per game. The rates were set by John Douglas who was the previous referee assignor (and who is now assigning for State College), and are some of the highest in the area. Please contact Stefanie to get more information and find out how to enroll in the certification class. If you are already certified, the recertification is generally the second Saturday in December at the Bellefonte Middle School...please recertify.

ii. How to interact with the refs

Stefanie asked that legitimate gripes be addressed to her. It is never appropriate to verbally attack a referee but especially while a game is in progress. Calmly asking for an explanation of a call is ok however, depending on the intensity of the game, there may not be time to offer an explanation. At the U8 level, calls are generally explained so the players, the coaches, and the parents learn what is expected. Stefanie said that at that age, she may have a player re-take a throw-in five times until it's done correctly, because they are still learning. Refereeing this age offers an opportunity to teach what is expected, for everyone involved including the referees.

Safety is a huge thing. Slide tackling should be called every time it happens as it is prohibited in BSA at the youth level. Stefanie reiterated that no one should tamper with the

goals or sandbags. She asked that coaches, players and parents be vigilant about maintaining safety. She added that BSA is planning to get metal anchors for some goals to eliminate the need for sandbags.

Again, if there are any concerns or questions about referees and refereeing, please let Stefanie know and she will handle it.

c. Primary goal: Have fun and learn soccer

Charlene said the goal of BSA is to encourage learning about soccer and having fun while doing so. She paraphrased Blair Richards' words: "to develop a lifelong passion for the sport." Soccer is one of the fastest growing sports in the US and BSA participants are part of that growth.

6. Forms

a. Picture Day - Saturday, October 8th (any questions, contact Stefanie Redfern)

b. Fundraisers - Due Picture Day (any questions, contact Stefanie Redfern)

Pictures will take place before the Penn State game on October 8. The fundraiser is Marianna's hoagies and order forms will be due at Picture Day.

7. Invitation to Future Board Meetings

Board meetings are the second Tuesday of each month except December. Elections are held in July. Meetings usually begin at 7:30 pm during season so as not to interfere with practices. The meetings are open to the public and everyone is encouraged and welcomed to attend them. Visit [www.bellefontesoccer.com](http://www.bellefontesoccer.com) to confirm start times and for other information, including contact information and volunteer positions. Feel free to contact a Board member any time with questions, comments, suggestions, or offers to volunteer.

Charlene thanked everyone for attending.

Coaches were reminded to come to the front to get their forms for picture day and the Marianna's fundraiser.