



Meeting Agenda/Minutes

Area 10D Meeting
March 28, 2023
Virtual - Zoom
Area 10D Meeting Minutes (20230328)

	Start	Stop
Plan	7:00 pm	9:00 pm
Actual	7:02 pm	9:05 pm

Roll Call	Position	Present?
Rocky Kovar	Area 10D Director	Y
	Assistant Area Director	
Rocky Kovar	Area Management Administrator	Y
Dave Coleman	Area Tournament Director	Y
Jeremy Mueller	Area Referee Administrator	Y
Dave Coleman	Area Referee Director of Instruction - East	Y
	Area Referee Director of Instruction – West	
Rodney Jacobson	Area Referee Director of Assessment	Y
Scott Jones	Area Coach Administrator - West	
Tonya Clark	Area Coach Administrator – East	Y
Eric Dilger	Area Coach Trainer	Y
Trinidee Coleman	Area Treasurer	Y
Jon Suchovsky	Safety Director	
Jill Gousman	CVPA	Y
Linda Kovar	Secretary	
Tiffany Linde	Region 91 – Regional Commissioner	Y
Oswaldo Serafin (Eduardo)	Region 393 – Regional Commissioner	
Mike Bryant	Region 538 – Regional Commissioner	Y
Mike Courtial	Region 638 – Regional Commissioner	Y
Tanya Burkel	Region 665 – Regional Commissioner	
Jazzmine Clark	Region 789 – Regional Commissioner	Y
Jeremy Fitzgerald	Region 827 – Regional Commissioner	Y
Christy Bentley	Region 878 – Regional Commissioner	Y
Gio Murcia	Region 393 - Treasurer	



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I. Minutes

1. Area Director comments
 - a. Asst AD candidate search.....
 - i. Need candidate to become Asst AD for MY23
2. Area Management Report (Rocky Kovar)
 - a. RC appointments/paperwork needed (R393, R538, R638, R789, R827)
 - i. R665 RC appl submitted.
 - ii. R538, R638, R789, R827 RC appl in-process.
 - iii. R393 RC stepping down.....looking for replacement.
 - b. Region MY23 Budget (Rcvd: R91) Draft budgets from R393, R827)
 - i. Should complete budgets BEFORE 1st registration event.
 - ii. Budgets due to AD by 5/15 annually.
 - c. MY23 Standard Policies & Protocols (Rcvd: NONE)
 - i. These P&Ps are due to the Section Director annually by June 1st.
 - d. **Important reminder:** ALL Volunteers MUST complete 1) Sterling Background check; 2) AYSO Safe Haven; 3) CDC Concussion Awareness; 4) Sudden Cardiac Arrest (SCA); 5) **LiveScan printing** (CA State mandate); 6) **SafeSport training** (US Soccer mandate).
 - i. Be sure to use AYSO code “AA498” when performing LiveScan at a UPS store (or other location).
 - ii. Use the website (<https://www.applicantservices.com/AYSO>) to register, pay \$25, and receive a QR code.
 - iii. Take the QR code to check-in at the UPS store and perform the LiveScan.
 - iv. Have your volunteers **keep records** (print the certifications when trainings are completed). The transfer of information to record compliance is not always working!!
 - v. **Must be completed to be eligible for Area 10D / Section 10 tournament play going forward.**
 - e. **NAGM (Atlanta – June 30 to July 2)**
 - i. Info on AYSONagm.org
 - ii. Registration = \$600 (early-bird); Hotel room \$153/night
 - iii. **Not recommending RCs attend. Use proxies to cast votes (Proxy holder will be Rocky Kovar for most regions).**



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f. Region team rosters should be “Activated” in e4 EARLY:

- i. UD team roster activation deadline proposed for October 1 each year.
- ii. LD team roster activation deadline proposed for Nov 1 each year.

Action: RCs to consider if activation deadline dates work for them. Vote at next Area meeting.

g. Proposal to shift August UD mini-tournament days (Aug → Sept/Oct)

- i. One Sunday in mid-Sept? (Sept 17?)
- ii. One Sunday in early-Oct? (Oct 8?)

Action: RCs to consider if new mini-tourn dates work. Vote at next Area meeting.

3. Treasurer Report (Trinidee Coleman)

- a. See Report
- b. ZipBooks migration to QuickBooks update. Area is migrated over to QuickBooks as of the middle of November. **If you have not received your phase assignment, email support@ayso.org to get your assignment!**
- c. **R91, R638, and R878 have migrated to QB. R665 is setup...waiting for BofA accounts to transfer to new region board. R538 and R827 in-process.**
- d. Divvy card switch from MasterCard to VISA. Documented in the Insider that Rocky had sent out. You do not need to switch, but VISA is accepted in more places (e.g., Costco). There are some short webinars on how to make the switch.
- e. QVinchi will do a Q&A with you to set up the system. Regions have a folder of their transaction documents. Paula Muesse can provide a link to the old documents. Starting from your conversion date (Q&A session), you need to start uploading documents. Bank statements do not come over automatically, you will need to upload them going forward.
- f. Tagging ability is still available in QuickBooks.
- g. QuickBooks Plus has the ability to enter the Budgets, the basic QuickBooks does not have this ability – put your Budgets into Divvy.
- h. November transactions were not syncing (! Mark), Divvy transactions must show as **complete** to transition to QuickBooks.
- i. They automatically set up your fiscal year for you. Different views when you set up your account – accountant or primary. Easy to switch views – Google it!

4. Area Referee Report (Jeremy Mueller)

- a. Region focus must be on volunteer recruiting and training.



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- b. Area willing to support all aspects of training.
 - c. Referee Instructor courses 5/20 (Area-west end); 6/17 (Area-Hesperia)
 - d. We did poorly in January supporting the Area tournaments with referee crews. Heads up! For Area Playoffs, 1 full referee crew needed for every 2 teams that the region is sending. **If a region can't support an event with referees, don't send as many teams.**
5. Area Coach Report (Scott Jones/Tonya Clark/Eric)
- a. 10U/12U courses to be held at Sunset Ridge on April 1. Send your 8U and 10U coaches!!
 - b. Focus on recruiting/training more coaches and coach instructors.
 - c. Ryan Carper certified as new coach instructor.
 - d. Focus on getting Scott Jones certified as Advanced Coach Instructor
 - e. Mike Bryant and Lee Loun completed Coach Instructor course at EXPO
 - f. Tonya Clark completed Advanced Coach Instructor course at EXPO
6. Area Tournaments Report (Dave Coleman)
- a. Dave noted that the tournaments were ultimately a success in January, but reiterated (from Referee Report) that the referees were worked too hard as not enough referee support was provided by regions. **If a region can't support an event with referees, don't send as many teams.**
7. Region Updates
- LANCASTER
 - Finalized MY23 budget. 1st MY23 registration is April 1. City of Lancaster grant money of \$20K awarded to R91 (COVID-19 impact).
 - PALMDALE
 - No report
 - TRI-COM
 - Providing EPIC program for Spring season. 100 players. Adult League starts 4/8. 4 Tournament teams selected. Opened MY23 Fall season in regional portal (Sports Connect). Cora Fann possible looking to be considered for EPIC coordinator at Area level.
 - QUARTZ HILL
 - Spring season has 350 players. Like Hesperia, having some BGC hiccups. Budget ready...will be approved at next board meeting.
 - CAL CITY
 - RC nominee, Jazzmine Clark, met the Area group and was welcomed. She is starting to get organized will what needs to be done to restart R789.



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Suggestion is to meet up with former RC, Tiffany Robertson, to transfer some knowledge of how the region operated in recent seasons. Get the Sports Connect platform back online after being dormant for MY22. Then register yourself and board members into the R789 region. Then start registering players for Fall 2023. AD (Rocky Kovar) and neighboring RC (Jeremy Fitzgerald-Rosamond) are willing to help get things kick-started.

- ROSAMOND
 - MY23 registration starts on 4/1. Region board fully populated. Competing with youth football for field space as usual field space used by football is under construction for next 18 months. R91 offered to support Rosamond by providing space, if needed. R91 asked for referee support to facilitate these added matches.
- HESPERIA
 - Spring season has huge influx of players. Background check with Sterling seems to be hanging up a lot (many times not receiving BGC submittal email from Sterling).... Need to call Sterling support to rectify. Others say they were able to get support for the AYSO Office to correct the problem. LiveScan seems to be 3-4 weeks delay in updating the AYSO records.
- VICTORVILLE
 - Spring clinics going well. In process of getting bank signature cards updated with new regional board. New RC appointment application paperwork submitted/approved by Area and Section....sent to NBOD for final approval.

8. Other Business

- a. None

II. Action Items

Open Actions:

#	Action Item	Who?	Due	Status
97	MY23 Budgets (should be completed BEFORE 1 st registration event)	RCs	5/15/23 to AD	Rcvd: R91, R393, R827
98	Standard Policies & Protocols	RCs	5/15/22 to AD	Rcvd: NONE



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105	Need names of potential candidates to become Referee Assessors/Instructors	RCs	Ongoing	Ongoing. Recent Ref Instructor class to be held 5/20 (Quartz Hill Library) & 6/17 (Hesperia)
110	Provide list of Coach instructor candidates	RCs	Ongoing	7/12 - Ongoing
119	Send Standard P&Ps blank form to RCs	Rocky	3/29/23	Closed: sent 3/28/23
120	Activate teams deadline in e4 UD by October 1? LD by November 1?	RCs	5/23/23	RCs to vote next Area mtg 5/23
121	RCs to consider if new mini-tourn dates work: Sunday, September 17? Sunday, October 8?	RCs	5/23/23	RCs to vote next Area mtg 5/23

Closed Action Items:

#	Action Item	Who?	Due	Status
108	LiveScan event at Tri-Com? Need dates/numbers	Luisa, Christy, Mike	6/30	Closed: Looking at Aug 6 and Sep 17 as dates. Had one event, another held 3 weeks ago – did not go well. Another event this Saturday. Must go in and register on AYSO as well. Very successful – min of 25, had 41-45.
117	Send out EXPO presentation on Divvy Reimbursement process	Trinidee	11/30/22	Closed: Sent out on 11/29/22
113	Intermediate Coach course in December	Eric	10/15/22	Closed: Small Intermediate



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				Coach course on Dec 3 rd at Joe Walker Middle School. Course has been on ETU for over a month, need to have done a better job communicating with the RCAs and ACAs. Must do pre-work to attend the course.
114	Follow up with Steve Poretzky on VIP Training	Rocky	10/6/22	Closed: Contacted Melanie and Steve. Will wait for next season as this season is over.
116	Investigate reimbursement via Divvy – ask Denise	Trinidee	10/15/22	Closed: Presentation made during EXPO on how to process reimbursements. There is a process to set this up and be able to process reimbursement, but must follow all the protocols (signatures, receipts, forms, etc). Will send out info to RCs.