



# Epsom Youth Athletic Association

## June 19, 2025 Monthly Board Meeting Agenda

Content	To Be Presented By	Start Time	End Time
A. Call to Order	Megan Goodrich	7:00 pm	7:01 pm
B. Attendance <ul style="list-style-type: none"> <li>a. In Person <b>Megan Goodrich, Keith Gagne, Seth Little, Shannon Carignan, Stephanie Picott, Angela Little, Jennifer Ferland, Natalie Casey, Marci Gagne</b></li> <li>b. Virtual <b>Kate Chauvette, Derek Hamilton</b></li> </ul>	Stephanie Picott		
C. Secretary Updates <ul style="list-style-type: none"> <li>a. Meeting Minutes Review               <ul style="list-style-type: none"> <li>i. Prior month minutes review                   <ul style="list-style-type: none"> <li>1. May 15, 2025                       <ul style="list-style-type: none"> <li>a. Motion to file</li> <li>b. <b>approved</b></li> </ul> </li> </ul> </li> </ul> </li> <li>b. Summer Clinic/ Camps sent to school to email out to school. <b>Flyers went out in advance of school being released.</b></li> <li>c. Feedback Forms               <ul style="list-style-type: none"> <li>i. Softball Season Feedback email was sent on 6/6/25 <b>Overall good feedback</b></li> </ul> </li> </ul>	Stephanie Picott	7:01 pm	7:05 pm
D. Financial Review <ul style="list-style-type: none"> <li>a. Treasurer's Report               <ul style="list-style-type: none"> <li>i. Review &amp; Motion to File                   <ul style="list-style-type: none"> <li>1. <b>Motion- Megan Goodrich</b></li> <li>2. <b>Second- Keith Gagne</b></li> </ul> </li> <li>ii. <b>Question on Softball Umpire Payments- Amounts did not match, Softball Commissioner will notate for next season to ensure appropriate payment for patched(\$70)/ unpatched(\$55)</b></li> </ul> </li> </ul>	Shannon Carignan	7:05 pm	7:10 pm
E. Website & Social Media Updates <ul style="list-style-type: none"> <li>a. <b>Clinics/ Camps Registration went up fast</b></li> <li>b. <b>Need to outline what the specific details are in order to open registrations</b> <ul style="list-style-type: none"> <li>i. <b>Angela will create a check list of needed information</b></li> <li>ii. <b>Possible Scribe</b></li> </ul> </li> <li>c. <b>New sponsor sheet has been uploaded to the website as a clickable link</b></li> <li>d. <b>Great Social Media presence from Softball Commissioner this season</b></li> </ul>	Angela Little	7:10 pm	7:15 pm



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F. Presidents Report - <b>N/A</b>	Megan Goodrich	7:15 pm	7:20 pm
G. Vice Presidents Report <ul style="list-style-type: none"> <li>a. Irrigation system is up and running               <ul style="list-style-type: none"> <li>i. New volunteers have helped this year, including members from the school.</li> </ul> </li> <li>b. need to extend cutter field approx 5 feet</li> <li>c. ECS purchases               <ul style="list-style-type: none"> <li>i. Dawn to Dusk Lights on Briggs Tower</li> <li>ii. Dawn to Dusk Lights on Flag Poles</li> <li>iii. Purchased new Conex trailer and will remove old ones behind hut</li> </ul> </li> <li>d. Who hands out keys for 603 Bandits               <ul style="list-style-type: none"> <li>i. Key is given from school</li> </ul> </li> <li>e. Background Checks will move to President, President will work with Commissioner</li> </ul>	Seth Little	7:25 pm	7:30 pm
H. General Commissioners Report <ul style="list-style-type: none"> <li>a. will be doing a complete inventory of all sports equipment, will be prepared with data at the August meeting, this will be the job of the Commissioner</li> <li>b. Suggesting a “check out” list for coaches gear and equipment to track where items are going and ensure they are returned.</li> </ul>	Keith Gagne	7:30 pm	7:35 pm
I. Fundraising <ul style="list-style-type: none"> <li>a. <u>Flower Sale</u> <ul style="list-style-type: none"> <li>i. Total Profit: <b>\$ 1,526.30</b></li> <li>ii. sold 104/ 110</li> </ul> </li> <li>b. <u>Opening Day</u> <ul style="list-style-type: none"> <li>i. Total Profit: <b>\$405.65</b></li> <li>ii. Need to rectify use of transfers for inventory</li> </ul> </li> <li>c. <u>Year of New Sponsorship</u> <ul style="list-style-type: none"> <li>i. Overall process went very well</li> <li>ii. How do we want to set up the style/ price, do we want a price range, a brand, etc                   <ul style="list-style-type: none"> <li>1. Needs to follow specific brand and price value to ensure that uniforms remain consistent across all sports.</li> </ul> </li> <li>iii. Soccer                   <ul style="list-style-type: none"> <li>1. Sponsorships <b>\$5,600</b></li> <li>2. Grand Total (after costs) <b>-\$8.39</b></li> </ul> </li> <li>iv. Basketball                   <ul style="list-style-type: none"> <li>1. Sponsorships <b>\$4,400</b></li> <li>2. Grand Total (after costs) <b>-\$913.96</b></li> </ul> </li> </ul> </li> </ul>	Shannon Carignan	7:35 pm	7:40 pm



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<ul style="list-style-type: none"> <li>v. Softball               <ul style="list-style-type: none"> <li>1. Sponsorships <b>\$3,000</b></li> <li>2. Grand Total (after costs) -<b>\$935.18</b></li> </ul> </li> <li>vi. working out store with Brines for EYAA gear               <ul style="list-style-type: none"> <li>1. Red, Black, Grey</li> </ul> </li> </ul>			
<ul style="list-style-type: none"> <li>J. Sports Commissioners Reports               <ul style="list-style-type: none"> <li>a. Baseball- <b>N/A</b></li> <li>b. Softball                   <ul style="list-style-type: none"> <li>i. Summer Clinic                       <ul style="list-style-type: none"> <li>1. Approx. 30 girls signed up</li> <li>2. Securing 3 sponsors for each age group                           <ul style="list-style-type: none"> <li>a. Frekeys - secured</li> <li>b. Can we look at smaller banner sizes for cost savings</li> </ul> </li> <li>3. volunteers are secured for 3rd-5th grade</li> <li>4. looking for volunteer for middle school</li> <li>5. K-2nd looking to secure a student                               <ul style="list-style-type: none"> <li>a. reaching out to Elite</li> <li>b. Reaching out to PA Varsity team</li> </ul> </li> </ul> </li> <li>ii. All Stars                       <ul style="list-style-type: none"> <li>1. Games are scheduled for Saturday, Epsom teams will arrive at 8am for sponsor photos.</li> </ul> </li> <li>iii. Fall Ball                       <ul style="list-style-type: none"> <li>1. Contacting CNE to bring a Full Epsom team into Fall Ball in Concord</li> </ul> </li> </ul> </li> <li>c. Soccer                   <ul style="list-style-type: none"> <li>i. Registration is open and going well</li> <li>ii. Will follow uniform process from last year</li> <li>iii. Board approved for outside player for pre k/k level</li> <li>iv. Soccer balls are ordered and in the hut, did not order goalie jerseys</li> <li>v. Week of August 11 for field prep</li> </ul> </li> <li>d. Basketball                   <ul style="list-style-type: none"> <li>i. Summer Clinic- not present</li> <li>ii. Shannon will reach out regarding shirts</li> <li>iii. adding storage capacity</li> </ul> </li> </ul> </li> </ul>	Kate Chauvette Marci Gagne Derek Hamilton Mandy Reed	7:45 pm	8:10 pm



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<p>K. Open Comment/ Public Forum</p> <ul style="list-style-type: none"> <li>a. How do we want to handle refunds after the season starts <ul style="list-style-type: none"> <li>i. adding 2 week deadline</li> <li>ii. if there are exceptions will be brought by commissioner</li> <li>iii. engage the general commissioner or board if needed in discussion</li> </ul> </li> </ul>	All	8:10 pm	8:15 pm
<p>L. Old Business</p> <ul style="list-style-type: none"> <li>a. SOP Creation Updates <ul style="list-style-type: none"> <li>i. process is still underway with board</li> <li>ii. Google Drive <ul style="list-style-type: none"> <li>1. reminder to use EYAA shared drive to store all documents</li> </ul> </li> </ul> </li> <li>b. By Law Updates- Voting <ul style="list-style-type: none"> <li>i. Term Limits <ul style="list-style-type: none"> <li>1. Approved unanimous vote</li> <li>2. Stephanie will update bylaws</li> </ul> </li> <li>ii. Meeting Occurrence <ul style="list-style-type: none"> <li>1. presented-will vote on in August</li> <li>2. how do we want to note where to find this information “noted in meeting minutes”</li> </ul> </li> <li>iii. Fundraising Role <ul style="list-style-type: none"> <li>1. Changing title to Community Engagement and Fundraising Manager</li> <li>2. Will send out role description</li> <li>3. Approved by board</li> </ul> </li> </ul> </li> <li>c. Epsom Tricentennial <ul style="list-style-type: none"> <li>i. no new information</li> </ul> </li> </ul>	All	8:15 pm	8:20 pm
<p>M. New Business</p> <ul style="list-style-type: none"> <li>a. Photo/ Picture Day Proposal <ul style="list-style-type: none"> <li>i. Megan will check which photography company performed SLL photos <ul style="list-style-type: none"> <li>1. determine weather policy</li> <li>2. Based on above Stephanie will outreach to start scheduling for Soccer</li> <li>3. Shannon reviewing who did soccer for Spring</li> <li>4. Checking other companies due to issues with SLL photos this year</li> </ul> </li> </ul> </li> <li>b. Coaches training for each sport, before the season begins, including: <ul style="list-style-type: none"> <li>i. scoreboard</li> </ul> </li> </ul>	All	8:20 pm	8:29 pm



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<ul style="list-style-type: none"> <li>ii. equipment needs</li> <li>iii. field procedures</li> <li>iv. basic info of AED's- location of each and brief tutorial of how to use it</li> <li>v. Etc.</li> <li>vi. Marci/Keith will be working on a "welcome email" for coaches including information for the above.</li> </ul> <p>c. Meeting attendance for Board and Commissioners- we need to re-evaluate the language in the By-laws, the board needs to determine if we want to adjust language or keep requirements.</p>			
<p>N. Future Meeting Date/ Location</p> <ul style="list-style-type: none"> <li>a. No Meeting in July</li> <li>b. August 21, 2025 <ul style="list-style-type: none"> <li>i. 7:00 pm- 8:30 pm</li> <li>ii. Epsom Public Library <ul style="list-style-type: none"> <li>1. Stephanie will reach out to the Library to book through the remainder of the year.</li> </ul> </li> </ul> </li> </ul>	Stephanie Picott	8:29 pm	8:30 pm
O. Meeting Adjourned 8:51pm	Megan Goodrich		8:30 pm



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### **Proposal: Add term limits to all EYAA positions.**

#### **Proposal Justification**

To help encourage additional volunteer opportunities in the organization.

- Allows new volunteers to enter the organization without the feeling that they are pushing out a community member, or running against them.
- Allows for new thinking and change of perspective with a rotation of the board members.
  - This prevents the status quo and provides opportunity for change.
- Gives a time frame on the length of commitment to the position.
- Prevents burn out within the organization.

#### **Proposal Description**

Impose a 4 year term limit on all EYAA elected positions

- Includes ALL elected positions- Board Members and Commissioners
- 4 year term.
  - This does not indicate that you HAVE to retain the position for 4 years, if you choose to vacate after your 2 year term you are still able to.
  - This would not override Removal Proceedings
- This would not become effective unless voted in.
- The term time would start based on the last election for your position, this would be retro- active.
  - Example 1: Off Cycle Appointment
    - I am appointed to the President role in June of 2026, this position was previously vacant. Since the President role is elected/ voted on in odd numbered years, my 4 year term would begin in January of 2025 and will end in January of 2029.
  - Example 2: Annual Nomination and Elections
    - I am nominated for the President role in November of 2026, this position is currently vacant. The President role will be voted on in January of 2027 as an odd numbered year. My 4 year term will begin in January of 2027 and will end January of 2031.
- At the end of their 4 year term they would vacate any EYAA elected position.(or not accept nomination)
- At the end of their 4 year term, you would not be permitted to hold a Board Position or Commissioner Role for 1 year.
  - You can still participate in the organization as a Volunteer, Coach, EYAA Member, Fundraising Coordinator or Field Maintenance Individual.
  - Vacancy Clause- Extended Vacancy Provision
    - In the event that a position remains vacant for a period of 6 consecutive months, the Board of Directors shall have the authority to appoint a qualified individual, regardless of previous role or term length within the organization, to fill the vacancy for the remainder of the term, notwithstanding any standard election or appointment procedures outlined elsewhere in these bylaws. Such appointment shall be made by a majority vote of the Board and shall be effective immediately upon approval.



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### Next Steps

- Discussion and questions
- This change would require an Amendment to the Bylaws
- Voting will take place in a future EYAA Meeting
  - Requires a two-thirds majority vote

### ByLaw Changes:

#### Section 2: Nomination and Election Procedure

(Remove) Incumbents may serve consecutive terms, without limitations, if elected.

#### (Add): Section 3: Term Limits

All elected positions will have a limit of two terms. Positions will be vacated at the end of a term limit and the termed out individual would not be permitted to hold an elected position for a period of one year. In the case of an appointed individual to a vacant position, the term limit time would be retro-active to the start of the previous election for that position.

#### Change: Section 3 to Section 4: Vacancies

(Add) In the event that a position remains vacant for a period of six consecutive months, an appointment to fill the position can be any qualified individual, regardless of previous role or term length within the organization.

#### Change: Section 4 to Section 5: Removal Proceedings

### Meeting Occurrences



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### ARTICLE IX: Meetings and Quorums

#### SECTION 1: Regular Meetings

The regular meetings will be held on the fourth Wednesday of each month (except December and July), at 7:00 PM and open to the general public. All meetings will be held at a public place centrally located in the town of Epsom.

#### Can we adjust it to:

*The regular meetings will be held on a monthly basis(except July and December), at a predetermined date, time and location, as decided in the previous month's regular meeting. All meetings will be held at a public place centrally located in the town of Epsom and open to the general public.*

### Fundraising Role

#### Community Engagement & Fundraising Manager

To facilitate and organize all fundraising events old & new as well as engage with the community to retain sponsorships from local businesses.

#### Fundraising Manager

To help facilitate all jamborees/tournament events

- Responsible for concessions and apparel at these events
  - Includes getting volunteers to run concessions and apparel
- Responsible for the sponsorship showing (banners and signs) at these events
- Work directly with the commissioners to support any additional help they may need to make this event successful

Current events include:

- Spring Opening Day Celebration
- Flower Sale - Spring Sports (held the weekend of Mothers Day)
- 1/2 Soccer Jamboree
- Basketball Jamboree

These events take place with the help of the sport commissioners as well as the EYAA Board

Other Fundraising Events include:





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- Belmont Casino

For Belmont we receive a donation from the Belmont Casino annually. This requires two trips to the Belmont Casino.

- Golf Tournament

The Golf Tournament event is yours to run with the help of the EYAA Board and a committee you wish to put together.

### **Community Engagement**

To help facilitate sponsorships for each sport as well as fundraising events as needed.

- Responsible for working with current commissioners on team sponsorships for each team within that sport
- Responsible for getting uniforms ordered and delivered to the commissioners
- Responsible for getting the banners ordered for each sponsor
  - Responsible for getting the gold sponsor banner ordered for the basketball season

- Responsible for getting banners and signs ordered for Jamboree/Tournaments
- Responsible for making printable schedules for each sports team

Each of these actions have an SOP to refer to. You will find them within the Community Engagement & Fundraising Managers folder.



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### Photo Proposal

#### **Option 1: Photos by Chip** [Team & Individual Photos - New Hampshire | Photos by Chip](#)

##### Basic League Photo Day

- Minimum 50 players
- One pose per player
- Traditional team photos
- No cost to league
- Separate team galleries
- Digital individual and team photos sold afterward @ \$20 each
- Prints available for purchase a la carte through Smug Mug
- League receives free team digitals for sponsors

#### **Option 2: NE Sports Photos** [Contact - New England Sports Photo](#)

We have no minimum that you would need to pay. We make all our money on player orders.

As highlighted in the attached proposal, we offer:

- Annual Signing Bonus options
- Fundraising opportunities
- Free sponsor or coach plaques
- Free team photos for coaches
- Free buddy photos for head coaches
- A free downloadable link with all team photos for league use
- A scholarship program
- Direct-to-home or league-wide delivery
- Sibling discounts
- 24/7 online support—so your league isn't stuck acting as a go-between
- Professional photographers and fully staffed Picture Days
- Top-quality photos and products
- Indoor and outdoor Picture Day options
- Convenient online ordering



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**FUNDRAISER OPTIONS:** Our base pricing is well below our competitor's, so we are perfect for fundraising. Adding 10%, 20%, or 30% to our base pricing for a fundraiser still leaves photos more than affordable for parents while simultaneously earning money for the league.

**PHOTOS:** Produced in-house on the newest state-of-the-art dry lab technology.

**2-3 WEEK TURNAROUND:** We photograph 7 days a week and provide enough staff to ensure a smooth and seamless Picture Day and guarantee timely delivery!

**ICE HOCKEY:** Photos taken ALL ON-ICE or ALL OFF-ICE or a COMBINATION of the two.

**INDOOR OR OUTDOOR:** Photos taken INDOORS or OUTDOORS, whichever works best for your organization.

**FREE SPONSORSHIP PLAQUES:** One FREE per team photo produced and engraved in-house.

**ORDERING OPTIONS:** Easy Online Pre-Ordering is available prior to your Picture Day as a safe and convenient option for parents.

We also provide Paper Order Forms on-site during your photo day.

All players who took photos and did not purchase will receive an email with a thumbnail proof of their photo after Picture Day, providing them with a second opportunity to purchase online!

**MAILING OPTIONS:** Mail-to-Home or Mail-to-League.

**FREE BUDDY PHOTOS:** 5x7 photo for all coaches taken with their player children FREE with any pre-order purchase.

**SCHOLARSHIP PROGRAM:** We want all children to feel included; we offer one FREE Designer Memory Mate for each Scholarship Player.

**SIBLING DISCOUNT:** All parents need a break now and then. The first 2 are full price, the 3rd is half price.

**CUSTOMER SERVICE:** In-house customer service. No need to be the middle-person - we work directly with the parents to answer any questions!

#### SIGNING BONUS!!

**CHOICE 1: 1 Year Agreement:** Free sponsor or coaches plaque per team, free buddy photo for head coaches (with pre-order purchase), and 2 free 5x7 team photos per team for your coaches.

**CHOICE 2: 2 Year Agreement (given both years):** All Choice 1 bonus items above plus: \$1 back to the league from NESP per player photographed.

**CHOICE 3: 3 Year Agreement (given all 3 years):** All Choice 1 bonus items above plus: \$2 back to the league from NESP per player photographed.

**CHOICE 4:** Team sponsorship can be discussed.

**Option 3: NH Sports Photography** [NH Sports Photography – Your Local Sports Photographer](#)  
*verifying costs- no response*



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	Photos by Chip	NE Sports Photos	NH Sports Photography
<b>Cost to Organization</b>	None	None	
<b>Cost to Family</b>	Yes	Yes	
<b>Turn Around Time</b>	Up to 7 business days for printing and processing.  Longer depending on item orders. (canvases, etc)	2-3 weeks	
<b>Team Photo Included</b>	Digital images would be provided to the Organization for printing. No Cost.	One FREE per team photo produced and engraved in-house.(plaque)	
<b>Price Range</b>	Digital individual and team photos sold afterward @ \$20 each  Prints and other items available al la carte- \$4 and up	Packages \$27- \$54  Individual Items \$15- \$44	
<b>Online Ordering</b>	Team galleries are sent to the organization. The organization would share the gallery with team families.  Packages are ordered through Smug Mug.	Easy Online Pre-Ordering is available prior to your Picture Day as a safe and convenient option for parents.  All players who took photos and did not purchase will receive an email with a thumbnail proof of their photo after Picture Day, providing them with a second opportunity to purchase online!	
<b>Order Forms</b>	N/A	We also provide Paper Order Forms on-site during your photo day.  All players who took photos and did not purchase will receive an email with a thumbnail proof of their photo after Picture Day, providing them with a second opportunity to purchase online!	
<b>Minimum Requirement</b>	50 players	None	



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<b>Mailing Options</b>	Mailed to home	Mail to home or to the league	
<b>Sibling Discount</b>	None	The first 2 are full price, the 3rd is half price.	
<b>Discount Program</b>	None	SCHOLARSHIP PROGRAM: We want all children to feel included; we offer one FREE Designer Memory Mate for each Scholarship Player.	
<b>Fundraising Options</b>	None	Our base pricing is well below our competitor's, so we are perfect for fundraising. Adding 10%, 20%, or 30% to our base pricing for a fundraiser still leaves photos more than affordable for parents while simultaneously earning money for the league.	
<b>Additional Perks</b>	Free digital file of team photos sent to the organization for printing.	<p>FREE SPONSORSHIP PLAQUES: One FREE per team photo produced and engraved in-house.</p> <p>FREE BUDDY PHOTOS: 5x7 photo for all coaches taken with their player children FREE with any pre-order purchase.</p> <p><b>Signing Bonus:</b>  <b>CHOICE 1:</b> 1 Year Agreement: Free sponsor or coaches plaque per team, free buddy photo for head coaches (with pre-order purchase), and 2 free 5x7 team photos per team for your coaches.  <b>CHOICE 2:</b> 2 Year Agreement (given both years): All Choice 1 bonus items above plus: \$1 back to the league from NESP per player photographed.  <b>CHOICE 3:</b> 3 Year Agreement (given all 3 years): All Choice 1 bonus items above plus: \$2 back to the league from NESP per player photographed.  <b>CHOICE 4:</b> Team sponsorship can be discussed.</p>	