



Epsom Youth Athletic Association

August 21, 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"> a. In Person Angela Little, Shannon Carignan, Stephanie Picott, Derek Hamilton, Megan Goodrich, Seth Little, Marci Gagne, Stephanie Wills, Ben Wills, Court Leisure, Jake Drouin b. Virtual Courtney Rorick, Natalie Casey, Keith Gagne 	Stephanie Picott		
C. Secretary Updates <ul style="list-style-type: none"> a. Meeting Minutes Review <ul style="list-style-type: none"> i. Prior month minutes review <ul style="list-style-type: none"> 1. June 19, 2025 <ul style="list-style-type: none"> a. Motion to file Shannon Carignan b. 2nd: Megan Goodrich c. All in Favor b. Picture Day Details- Soccer- Information Included Below Derek will reach out with any questions if they arise <ul style="list-style-type: none"> i. Can we add Softball Fall Ball to soccer picture day ii. Scheduled for Sept 14th c. School Newsletter Updates- Due Friday 8/22 d. ECS Open House Table- September 4th, add to Newsletter, send email to Pat Connors for table, equipt. e. Feedback Forms <ul style="list-style-type: none"> i. No new responses ii. Do we want something sent out to clinics/camps to see what we could change for next year, a more tailored questionnaire? <ul style="list-style-type: none"> 1. Stephanie will put together a customized questionnaire to email out. 	Stephanie Picott	7:01 pm	7:05 pm
D. Financial Review <ul style="list-style-type: none"> a. Treasurer's Report <ul style="list-style-type: none"> i. Review & Motion to File ii. June Report <ul style="list-style-type: none"> 1. Motion to file: Seth Little 2. 2nd: Stephanie Picott 3. All in Favor 	Shannon Carignan	7:05 pm	7:10 pm



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<ul style="list-style-type: none"> iii. July Report <ul style="list-style-type: none"> 1. Motion to file: Seth Little 2. 2nd: Megan Goodrich 3. All in Favor b. Registration reporting <ul style="list-style-type: none"> i. Due to multiple sports being open at the same time Treasurer is unable to breakdown which registration is which <ul style="list-style-type: none"> 1. For the treasurer we do not need the breakdown 2. This will be captured in end of season sport report by individual commissioners 			
<p>E. Website & Social Media Updates</p> <ul style="list-style-type: none"> a. Preparing social media posts for Soccer Season, Fall Ball is underway b. Family Max <ul style="list-style-type: none"> i. EYAA offers a family maximum of \$150 per sport ii. ran into issue this year as multiple sports were open at the same time <ul style="list-style-type: none"> 1. issue has been addressed and the max is only applicable to single sport, not multiple sports at the same time c. Registration Needs Form <ul style="list-style-type: none"> i. This form will be for the commissioner to fill out prior to opening registration for the sport ii. will be out prior to Basketball Season d. Season Refund Verbiage- Included Below <ul style="list-style-type: none"> i. This has been added to our policy and procedures folder on the shared drive ii. Update effective date September 15th 	Angela Little	7:10 pm	7:15 pm
<p>F. Presidents Report</p> <ul style="list-style-type: none"> a. Credit Card/ Debit Card- Discuss and Potential Vote b. Bank Account <ul style="list-style-type: none"> i. In order to add someone to the account you need to have a copy of filed meeting minutes that clearly state that NAME is allowed to be added to the financial banking records, accounts and cards associated with Epsom Youth Athletic Association. ii. Megan Goodrich was elected President 	Megan Goodrich	7:15 pm	7:20 pm



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<p>effective 05/15/2025</p> <ol style="list-style-type: none"> 1. As of 05/15/2025 Megan Goodrich will have access to the EYAA TD Bank banking records, accounts and cards as the President of the organization. iii. If required there will be a ByLaw change to add who on the board would have access to the account. Those roles will be: <ol style="list-style-type: none"> 1. President Role 2. Treasurer 3. Vice President iv. Debit Card Holder/ Access <ol style="list-style-type: none"> 1. Treasurer 2. Vice President c. Insurance is complete <ol style="list-style-type: none"> i. Soccer ii. Directors and Officers <ol style="list-style-type: none"> 1. Keep standing list of specific items that need to be added d. Background Checks <ol style="list-style-type: none"> i. a few outstanding items, Megan will send to Derek 			
<p>G. Vice Presidents Report</p> <ol style="list-style-type: none"> a. Irrigation System- Charron Field <ol style="list-style-type: none"> i. Wiring issue- has been corrected with school b. Work to get pump out in October c. Soccer field prep is underway, last of equipment will go out this weekend d. still seeking volunteers for mowing and field maintenance <ol style="list-style-type: none"> i. Seth will send Stephanie a list of the tasks, Stephanie will create a job role in hopes to fill the field maintenance role. e. ordering additional banner for a sponsor that banner was damaged, will order with Fall Softball Banners f. Do we need to move banners for the season- certain banners will be moved to soccer fields for the fall season. g. dicks sporting goods coupon <ol style="list-style-type: none"> i. planning for first weekend of November 	Seth Little	7:25 pm	7:30 pm
<p>H. General Commissioners Report</p> <ol style="list-style-type: none"> a. Elite use of fields <ol style="list-style-type: none"> i. concerned with the tower being open 	Keith Gagne	7:30 pm	7:35 pm



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<ul style="list-style-type: none"> ii. issues with trash iii. how do we want to coordinate this moving forward, what should we require of them <ul style="list-style-type: none"> 1. changing tower code at the end of each season 2. Natalie Casey will talk with school regarding this <ul style="list-style-type: none"> a. lock box is EYAA owned b. school will give out keys b. Elite Fall Schedule, these are the dates/ times that Elite is looking to use Briggs Field: <ul style="list-style-type: none"> i. Each Week: <ul style="list-style-type: none"> 1. Monday: 5-8PM 2. Tuesday: 5-8PM 3. Wednesday: 5-8PM (we will work around the days you are going to hold a practice) 4. Thursday: 5-8PM ii. Fall Tournament Requests: Saturday and Sunday only. 7AM to 8PM both days <ul style="list-style-type: none"> 1. 9/20 & 9/21 2. 9/27 & 9/28 3. 10/11 & 10/12 4. 10/18 & 10/19 5. 10/25 & 10/26 iii. All other weekends we will not be looking to use the field. So it will be open. iv. Keith will communicate with James @ Elite on availability to them, we need to coordinate with scheduled soccer games v. Keith and Seth will work with school on how they want to approach field use vi. information will be communicated from Elite to EYAA and from EYAA to ECS 			
<ul style="list-style-type: none"> I. Fundraising <ul style="list-style-type: none"> a. Sponsorship Program Updates <ul style="list-style-type: none"> i. working on tweaks to process and possible solutions for September b. made contact with Belmont Casino 	Shannon Carignan	7:35 pm	7:40 pm



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<ol style="list-style-type: none"> 1. 11/27- 12/06 are the dates 2. check will be made at the end of each month now, likely January 3. SOP has been updated with the up to date process and contact 			
<p>J. Sports Commissioners Reports</p> <p>a. Soccer</p> <p>i. Commissioner Report- Updates</p> <ol style="list-style-type: none"> 1. 11 teams 2. 115 players 3. 2 coaches per team 4. uniforms are being finalized 5. Coaches clinic was held 08/17 <ol style="list-style-type: none"> a. good participation b. skills and drills were reviewed c. use gamechanger app to update teams <ol style="list-style-type: none"> i. game schedule finalized Monday 8/18 d. get ref schedule out this week e. Goalkeeper clinic scheduled for 8/28- any EYAA player thats interested <ol style="list-style-type: none"> i. email sent via sports connect f. inventory is done and will be sent to General Commissioner g. Field prep will be completed this weekend <p>ii. Picture Day</p> <ol style="list-style-type: none"> 1. info will go out next week <p>b. Softball</p> <p>i. Summer Camp- Wrap Up/ Feedback</p> <ol style="list-style-type: none"> 1. went extremely well 2. potential change in ages <ol style="list-style-type: none"> a. need to break up the ages differently <p>ii. Fall Ball- Updates</p> <ol style="list-style-type: none"> 1. first games began Sunday- going well fun program and league 2. we are not being charged for umpires/ washing out the 	<p>Derek Hamilton Marci Gagne Mandy Reed</p>	<p>7:45 pm</p>	<p>8:10 pm</p>



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<ul style="list-style-type: none"> iii. Jerseys <ul style="list-style-type: none"> 1. uniforms we ordered for the additional 12u players 2. need to determine best options for sizing and provide a possible size chart 3. jerseys do not seem to be a good quality, threads are out, bunched up, torn, etc. 4. need to see full season reporting to determine if we can adjust type iv. End of Season Reporting- should be completed at the end of each season <ul style="list-style-type: none"> 1. Spring 2. Fall c. Baseball- Vacant <ul style="list-style-type: none"> i. Seeking Baseball Commissioner ii. Meeting scheduled with SLL and LL District Administrator 08/24/2025 d. Basketball <ul style="list-style-type: none"> i. Summer Clinic- Wrap Up/ Feedback ii. potentially open registration sooner iii. would like to offer open gyms 			
K. Open Comment/ Public Forum	All	8:10 pm	8:15 pm
L. Old Business All Old Business was moved to September meeting due to time. <ul style="list-style-type: none"> a. SOP Creation Updates <ul style="list-style-type: none"> i. Refund Request Policy ii. End of Season Sports Review b. Google Drive- Ensure ALL information is saved on the shared drive, in your corresponding sports folder c. Potential By Law Updates <ul style="list-style-type: none"> i. voting via email d. Epsom Tricentennial 	All	8:15 pm	8:20 pm
M. New Business <ul style="list-style-type: none"> a. Vice President has opportunity to coach through High School, will be done term in January through term limits <ul style="list-style-type: none"> i. leave position filled and share that it will not have a nomination in November, position will be open come January 2026 	All	8:20 pm	8:29 pm
N. Future Meeting Date/ Location <ul style="list-style-type: none"> a. September 18, 2025 b. September 17, 2025 potential change 	Stephanie Picott	8:29 pm	8:30 pm



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<ul style="list-style-type: none">i. 7:00 pm- 8:30 pmii. 7:30 pm potential changeiii. Epsom Public Libraryiv. will reach out to library or school for locationv. meeting date/time will be sent out and posted to social media once confirmed			
O. Meeting Adjourned 9:07pm	Megan Goodrich		8:30 pm



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Picture Day Instructions for EYAA Soccer

Thank you, EYAA Soccer! We're excited for Picture Day and to work with your players and parents. Below are your league's event details and important instructions for parents and players, including how to pre-order online:

Picture Day Details:

- **Date:** Sunday, September 14, 2025
- **Location:** 282 Black Hall Rd, Epsom, NH 03234, USA

Please find your schedule link here:

<https://docs.google.com/spreadsheets/d/1ZB6xKdSyPpaJp0qAqssaQ8mR5zay3GGbQeeiDuAjDRY/edit?gid=0#gid=0>

Before Picture Day

1. Picture Day Schedule

Ensure your schedule is finalized at least two weeks before your event. The names of teams, divisions, and your organization will appear on photo products exactly as entered in the schedule. Double-check spelling and capitalization for consistency (e.g., Team Name: Mud Hens, Division: A).

2. Sponsor Plaques

Fill in sponsor names on the scheduling sheets to facilitate the creation and delivery of sponsor plaques. Verify that all spelling is accurate, as we will use the information exactly as provided.

3. Precise Location Confirmation

It's crucial to confirm the exact location for our photographers to set up. Fields or complexes can be large, so specifying a general area or arranging for someone to meet our photographers 30-45 minutes before the first team arrives would be very helpful.

4. Online Pre-Ordering



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We encourage online pre-ordering as we do not distribute forms ahead of time, though forms will be available on site. Parents can use the access code below to place their orders before Picture Day:

- **Access Code:** F2518
- **Website:** <https://preorder.nesportsphoto.com>
- The code is valid until 11:59 PM the night before Picture Day. Multi-day events have an extended access period.

Parents will receive a Picture Day Ticket via email with their child's unique barcode, which they should print and bring to Picture Day. We appreciate your cooperation and look forward to a successful Picture Day!

The following information is for parents. Please cut and paste the below links and send to parents so they can receive important picture day information:

EYAA Soccer Picture Day Announcement:

We are excited to announce Picture Day for the EYAA Soccer this season! Please review the details below, including the schedule, online pre-order instructions, and important information for parents.

All Picture Day information is provided below.

Your Picture Day is scheduled for Sunday, September 14, 2025

[CLICK HERE -PARENT PICTURE DAY INFO](#)

ONLINE PRE ORDER

[CLICK HERE - ONLINE PRE-ORDER](#)

ACCESS CODE : F2518



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EYAA Refund Request Policy

Effective Date: 07/07/2025

We understand that circumstances can change and that not every season works out as planned. In fairness to all participants and to maintain the integrity of our program operations, the following refund policy applies:

Refund Eligibility:

- **Full Refund:**
If a request is made **before the season starts**, a full refund will be issued.
 - **Partial Refund:**
If a request is made **within the first two weeks of the season**, a **50% refund** will be issued, **minus any uniform or equipment costs already incurred**.
 - **No Refund:**
No refunds will be issued **after the second week of the season**. This includes any withdrawals due to scheduling conflicts, injuries, or dissatisfaction with team placement.
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Exceptions:

Exceptions to the policy may be made at the discretion of the organization in cases of:

- Documented medical issues that prevent participation.
- Program cancellation by the organization.
- Other extenuating circumstances (must be submitted in writing).

All refund requests must be made in writing and submitted to the Sport Commissioner of the affected season. softball@eyaa.net , baseball@eyaa.net , soccer@eyaa.net , basketball@eyaa.net

How to Request a Refund:

1. Email your request to the Sport Commissioner of the affected season: softball@eyaa.net , baseball@eyaa.net , soccer@eyaa.net , basketball@eyaa.net
2. Include participant's full name, program name, and reason for refund.
3. Refunds will be processed within 2–4 weeks of approval.