



MEETING MINUTES

Piscataway Soccer Club Board of Directors Meeting

Thursday, February 18, 2016, 7:30 pm
Kerwin's, Middlesex NJ

I. Attendance – Roll Call

Quorum Achieved at 7:45 pm with 9 votes (6 votes required for Quorum of 11 current voting members)

Members of the Piscataway Soccer Club Board of Directors (12 Voting members, with full board)

	Title	Name	Present	# of Votes	Delegated to	Late Arrival	Early Departure
Elected Officers (voting)	President	Mike Majorczak	<input checked="" type="checkbox"/>	1+ Tie Breaker			
	Exec Vice President	Tom Roberts	<input checked="" type="checkbox"/>	1			
	Travel Vice President	Scott Marshal	<input type="checkbox"/>	0	Chuck	Excused	
	Instructional Vice Pres.	Jeff Sundelof	<input checked="" type="checkbox"/>	1			
	Instructional Vice Pres.	Joe Wojtowicz	<input checked="" type="checkbox"/>	1			
	Registrar	Yasmeen Ash	<input checked="" type="checkbox"/>	1			
	Treasurer	Brian Hinds	<input type="checkbox"/>	1	George	Excused	
	Secretary	Chuck Myers	<input checked="" type="checkbox"/>	2			
	Public Info Officer	George Roussey	<input checked="" type="checkbox"/>	1	Mike until arrival	8:40	
Appointed Positions (Voting)	Director of Coaching	Mark Lowdon, USA Soccer	<input checked="" type="checkbox"/>	1	Jeff until arrival	8:11	
	Club Web Master	Greg Stewart	<input type="checkbox"/>	0	Mike	Excused	
	Travel Head Coach	Peter Giesin	<input type="checkbox"/>	1	Chuck	Excused	
	Instructional Head Coach	<i>Vacant</i>	<input type="checkbox"/>				
Appointed Positions (Non-Voting)	Parliamentarian	Kyle Schwarz	<input type="checkbox"/>	N/A		Excused	
	Uniforms	Onyi Freeman	<input type="checkbox"/>	N/A		Excused	
	Grievance Chair	Greg Stewart	<input type="checkbox"/>	N/A			
	BOE Liaison – Bldg. Usage	Mike Majorczak		N/A			
	By-Laws Chair	Mike Majorczak		N/A			
	Player Eval Committee Chair	Ed Farmer	<input checked="" type="checkbox"/>	N/A		8:45	
	U8 Travel Boys Development	Scott Marshall		N/A			
	U8 Travel Girls Development	Jeff Sundelof		N/A			
	Tournament Director	Mike Majorczak		N/A			
	Girls Soccer Committee Chair	Mike Majorczak		N/A			
Other				N/A			
				N/A			
				N/A			
				N/A			

From the PSC By-Laws 3.3 VACANCIES IN OFFICE AND DELEGATION OF AUTHORITY, paragraph H.

“In the event any officer is unavailable for a meeting said Officer may delegate a temporary replacement or may have any other member of the Board of Directors give their respective report and/or perform the duties of said Office.”

(Please note at BOD meetings, only voting board of directors are allowed to vote, though membership may partake in discussion prior to voting on a motion. A motion must be put forth by a Voting Board Member, and 2nd by a voting Board Member in order for a vote to take place. The President only casts tie-breaking votes. See above for listing of voting Board Members. All Board Meetings are open to the Membership

II. Review of Meeting Minutes of last meeting

Motion by MM, second by JS to approve the previous Meeting Minutes was approved, by a vote 9-0-2. Minutes approved as submitted and/or corrected.

III. Unfinished Business from Last Meeting:

- 1) **GA Leveling Project** - Mike Majorczak meet with the Board of Education grounds manager about initiating a leveling project at GA.

2014 August Update: Received positive responses by the Board of Education, and the Township. Waiting on the county.

(Updates removed to save trees. For details see Meeting Minutes from Oct 2015.)

2015 August Update: Mike passed out info on the companies that responded to our RFP (request for proposal). Received bids ranging from \$398K down to \$193K. Discussed the subsequent conversation Mike had with one company to provide quote for leveling ½ of the same area (specifically Fields 5,6,7). Discussed expense vs. amount of GA area to be leveled. Work would start approximately March 2016.

Motion by Mike to use L.N. Rothberg to do the top half of the proposed area (fields 5,6,7), and have them level the area (we would reseed) at the cost of \$57,012. Motion **PASSED** 10-0-0.

September Update: Need to tell HS to move Spring Track activities that take place by the concrete pad. Tabled.

October Update: Tabled. (Will remove 12 months of past information, in order to save trees.)

November Update: MM will get a check/deposit to the contractor.

January 2016 Update: Tabled

February 2016 Update: Rothberg is ready to go 3/1 if weather permits. MM reminded BoE of this, as well as the Piscataway Township, and Maintenance.

- 2) **Background checks** – This is done every 2 years. This year it has been delayed because E7 is still setting their new website. George LF to provide George R with a list of travel coaches and assistant coaches for background checks.

January Update: George R signed up for new site. Working on transfer of Data. Mike Majorczak and Tom Roberts requested 100% compliance of all coaches by 3/1/15.

February Update: New site is up but still testing. Tom volunteered to test. Old data (coach names) still needs to be uploaded.

March Update: Tom's test was successful. George R trying to get old data uploaded. US Club Soccer now requires background checks.

April Update: (A) George R has prepared a list for Travel and Instructional VPs. Cost per background check is \$7.95. Motion by Mike, second by Joe, to perform a background check once a year, to be typically done May-June prior to the Fall season. **PASSED** 10-1-0 (yes, no, abstain)

May Update: All (new) travel coaches must be checked by 5/27. George LF to sent email to the (new) travel coaches. George R said there are 20 coaches in the system as of now, and will hand out the list of names. Jeff, Joe and George LF to help verify all coaches are included.

June Update: Only 3 travel coaches have been checked. Link to be sent out to all coaches, assistant coaches, and team managers.

July Update: George needs a list of coaches from travel and instructional

August Update: George reported that approximately ½ of the coaches have NOT done a background checks. Scott will contact those who haven't done one yet.

September Update: Only 1 travel parent did not volunteer their SSN to do a background check.

October Update: Tabled. Travel is DONE, Instructional is still working on it.

November Update: JS to provide an Instructional head coach list to GR.

January 2016 Update: Travel is almost done (mostly done in Oct). SM to reach out to the 1 assistant coach. JS to provide an Instructional head coach list to GR.

February 2016 Update: JS provided coach list to GR. SM spoke to the assistant coach. **CLOSED**

- 3) **Financial Audit** – Consideration that we should hire an independent auditor to review our club's financial books. This will help protect Brian from any accusations. Both the Elks and local Fire House do this. Motion by Kyle, second by Jeff to hire an independent auditor to review our club's financial books, and perform every 2 years. Vote 11-0-0 **PASSED** Joe to provide a couple of contacts.

July Update: Joe provided info, probably \$3-4000 for first time basic review. Looking for accountants.

August Update: Mike's update:

1. I spoke to Sandra Ruoff whose son is on the Travel Hawks. For her firm to do an independent review of our books the cost would be \$5,000.00 minimum. She doesn't recommend this. She feels the cost is high. Though no one else has been able to find someone to do it cheaper officially.
2. She is a CPA and would volunteer to sit down with Brian Hinds one evening for a few hours to do a volunteer review of the books.
3. I have followed up on Kyle's recommendation and offer the above for the board to discuss and move upon Thursday evening.
4. She does recommend a monthly Bank Reconciling though to be provided to the board.

Discussion on having a full audit done versus a friendly high level review. Motion by Jeff, second by Tom to have another CPA (Sandra Ruoff) sit with Brian to review his process. Motion **PASSED** by a vote of 10-0-0

September Update: Tabled

October Update: Tabled. Mike now has the ability to deposit money.

November Update: Discussion about paying a firm to do a review. Motion by TR, 2nd by SM to spend between \$5-7K for a financial review. Motion **PASSED** by a vote of 10-0-1.

January 2016 Update: MM sent a letter to the auditing firm to engage them.

February 2016 Update: Sandra requested a list of documents. BH is putting the documents together and will send the documents to her

- 4) **PSC Premier - MAPS/JAGS/EDP Teams** – need a subcommittee to discuss/review (1) how to manage these teams, (2) MAPS required bond, (3) additional training, either paid by club vs. fundraised.

August Update: Tabled (Gunners, Cosmos, Cyclones registration was \$190)

September Update: Tabled. Committee to be formed.

October Update: Discussion about the different costs (Team Bond, additional training, additional tournaments, etc.) Determined to keep this Spring registration the same as other Travel teams. Additional discussion required to set registration fees for Fall 2016, and Fall 2017.

November Update: Discussed the differences in costs. There are 3-4 teams that could play in MAPS/JAGS/EDP in Fall 2016.

January 2016 Update: Sub committee consists of TR, JS, EF, PG, SM, ML, and CM. This group met in Dec and discussed various issues, with an emphasis on getting info out to parents ASAP.

- Targeted teams: U8 Hammers, U9 Gunners, U10 Santos, U11G Lightning, U13 Cyclones
- Intent to use new calendar birth year
- Changes to the PEC process (in draft), need tryout dates
- FAQs about the new level (in draft), need to meet with parents on 1/28
- Fundraising, cost comparison (in draft)
- Road map of expected activities
- Doc on the differences between our club's existing levels

February 2016 Update:

- ML convinced the committee NOT to move ahead with PSC Premier at this time. As a result the committee discussed positive changes that the club can make. This is being recorded in a new item (see below). **CLOSED.**

5) Kidsafe forms – Joe, Jeff, and Scott (forms returned by the DC with coach pass) to give to Mike

September Update: Instructional still gathering names.

October Update: Instructional still gathering names.

November Update: JW to provide the forms from new Instructional coaches to MM

January 2016 Update: Tabled

February 2016 Update: JW gave all the forms to MM. **CLOSED**

6) Do we have a Concussion DB? – Travel coach is required to provide proof. Joe & Jeff to gather information from Instructional coaches

September Update: Peter to handle.

October Update: Tabled.

November Update: Tabled.

January 2016 Update: Tabled

February 2016 Update: Tabled

7) US Youth Soccer Changes – Mark announced that US YS is changing the age calendar year, and youth game size formats

September Update: Tabled.

October Update: Tabled.

November Update: Mid-NJ has not provided any info, perhaps at their March meeting. JS provided links to the US Soccer's announcements

<http://www.ussoccer.com/coaching-education/resources/2015-player-development-initiatives>

http://www.usyouthsoccer.org/us_youth_soccer_board_of_directors_approves_implementation_of_us_soccer_mandates/

http://www.usyouthsoccer.org/changes_coming_to_youth_soccer_in_2016/

January 2016 Update: Discussed 1 page summary of changes, and 15 page slide deck. Send changes/suggestions to CM. Looking to post both of these on the web site by 1/28.

February 2016 Update: Both documents were posted on 2/17. This same information now needs to be re-stated at the next GMM, the next Coaches meeting, and in person at team practices with parents.

8) WINTER PRACTICE SPACE, Middle School Gyms –

- Arbor Intermediate School – Mon, Wed, Fri 6-8:45pm
- Conackamack – NO (used by Rec department)
- Eisenhower – Mon, Tue, Thu 6-9pm (until 4/14/16)
- Grandview – Tue and Thu 6-9pm
- Knollwood – 1 night available
- M.L. King – Tue, Wed, Thu, Fri (thru April)
- Quibbletown – NO (used by Rec Dept.)
- Randolphville – NO
- T. Schor – Tue and Thu 7-9

November Update: Additional information on gym availability provided (above info was updated). SM and PG to coordinate weeknight training schedule.

January 2016 Update: Update from PG - The indoor gym schedule seems to be settling in with the teams. It seems that most gyms are actually asking the coaches to wrap up by 8:45 instead of 9pm. We will want to factor this into the planning next year (to by some good will with the cleaning staff).

SM to send out Pisc school rules, reminders to coaches and that they need to be OUT by 8:45pm

February 2016 Update: Teams practicing, using all available space. **CLOSED**

- 9) **PSC Constitution and By-Laws** – Master copy needs updating and review. Volunteers? Mike (past secretary) and Chuck (current secretary) to review and certify previous changes

November Update: GR volunteered. MM to send a MS Word document to GR.

January 2016 Update: Tabled

February 2016 Update: MM located all files and will provide to GR.

- 10) **Winter 5v5 League** – Over 60 teams have either already registered or have expressed strong interest. Expect to be full at 66 teams (the max). Chuck requests spending approx. \$1700 for indoor goals, participation tags, floor tape, game balls, etc.

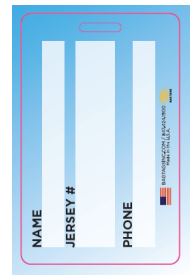
Discussion. Motion by CM, 2nd by JS to run a 5v5 league and spend ~\$1,700 to obtain goals, tape, etc. as part of the league's expenses. Motion **PASSED** by a vote of 11-0-0

January 2016 Update: Double schedule of Patton gym worked out. Two weeks have been played. Running with 70 teams; all games being played; no issues.

February 2016 Update:

- Due to snow, we did not play on 1/24 (no makeup scheduled per rules).
- All games have been played otherwise.
- Lots of positive feedback.
- Last 2 scheduled game dates are 2/21 and 2/28.
- Handed out sets of "bag tags" to all teams to denote participation.

CLOSED



- 11) **Witherspoon Shed** – JS found it unlocked, someone had broken the door lock. MM (or JW) to file a police report. MM to have the door fixed/secured

January 2016 Update: Police report filed. Three kids arrested/spoken to. Padlock installed.

February 2016 Update: **CLOSED**

- 12) **Winterize** – Need to:

- Move goals off Witherspoon
- Move Paint into Witherspoon cement shed, and turn heater on low
- Take all nets off of GA goals
- JW to move the light towers off of GA (part them next to GA sheds)
- BoE has already removed and stored the nets from goals at Conackamack

January 2016 Update: Most items already done. Will try to move paint on Sat 1/16

February 2016 Update: Done. **CLOSED**

- 13) **Post Tournament Work** – need to put HS baseball fence stakes back into the outfield

January 2016 Update: Tabled.

February 2016 Update: TR was only able to put back a couple of stakes. MM to tell the BoE that we have the stakes, and will return to them. **CLOSED**

- 14) **Proposed Changes for 2016 - Spring and Fall** – ML discussed proposed changes for this spring.

- Coaches must have a session plan for practice

- Monthly meeting for coaches
- Player of the Week – selected by trainers
- Monthly email to parents and players

15) Tryouts – Discussed plans to hold tryouts on Saturday afternoons 4/30 and 5/14 for 2 hours (dates were later changed to 4/16 and 4/23). Need to get an announcement flyer out to the schools.

16) Uniforms – With the anticipated change to most of our teams, caused by the new US Soccer mandate, how will we manage duplicate Jersey Numbers?

- As a result of moving to a calendar year (per US Soccer mandate), players will be moved into potentially different age groups and teams resulting in duplicate jersey numbers. This will be a problem in some/most/all boy's teams, but potentially not in our girls teams.
- We are moving to a new uniform kit, adidas Estro 15, beginning this Fall 2016. The "old" Tiro 13 is no longer available, which 80% of our teams are wearing.
- Most Travel players will have to purchase a new uniform kit.

17) Lil' Kickers – Sent a letter "requested" that we change our Little Kickers name (based on the west coast). KS suggested that we ignore the request. **CLOSED**

18) Club Concussion Policy – Discussion about creating a concussion policy, that would include asking players to create a baseline.

19) Coach Background Checks – once Fall Coaches are selected, they will need to go through a background check.

20) Instructional Fall 2016 Budget – Initial discussion of proposed changes to the Instructional program

- U6, U7, U8 will play 4v4, would not have volunteer coaches or have formal teams. A trainer would run a single training session during the week, and a game on Saturday. Trainers will run the Sat games (no refs), provide all goals and all needed equipment
- Only one T-shirt is needed
- U9 will play 7v7
- U10-11-12 (Seniors) will play 9v9
- Registration will change from \$130 to \$150

21)

IV. New Business:

1	
2	
3	
4	

V. Reports of Officers

- 1) President – Mike Majorczak
 - (No Report)
- 2) Executive VP – Tom Roberts
 - (No Report)
- 3) Tournament Director – Mike Majorczak
 - (No Report)
- 4) Treasurer – Brian Hinds
 - (No Report)
- 5) Registrar – Yasmeen Ash
 - There are 216 instructional registrations so far
- 6) Travel VP – Scott Marshall
 - Will attend the 3/3 Mid-NJ GMM meeting
- 7) U8 Development – Jeff Sundelof & Scott Marshall
 - (No Report)
- 8) Instructional VPs – Jeff Sundelof & Joe Wojtowicz
 - (No Report)
- 9) Public Information Officer – George Roussey
 - Need information for the newsletter by end of Feb
- 10) Director of Coaching – Mark Lowdon of USA Soccer
 - (No Report)
- 11) Travel Head Coach – Peter Giesin
 - (No Report)
- 12) Instructional Head Coach – (vacant)
 - (No Report)
- 13) Parliamentarian – Kyle Schwartz
 - (No Report)
- 14) Webmaster – Greg Stewart
 -
- 15) Secretary – Chuck Myers

- 2016 club calendar being created. Please verify the dates that affect your responsibilities
- E-License, scheduling this class for July 22-23, and July 29-30 at the Pisc HS turf.
- Talking with NSCAA about (1) entering their “Member Club” program, and (2) getting discounted access to their eLearning classes.
- Re-visiting the 5-Year-Plan

16) Player Evaluation Committee (PEC) Report – Ed Farmer

- (No Report)

17) By-Laws Committee – Mike Majorczak

- (No Report)

IV. Concerns of Teams:

- 1) Lightning U11G – Discussed their request for a special (premier like) early tryout. Motion by MM, second by YA to allow the Lightning to have a early tryout to help retain the team for the fall. Passed 11-0-0

CLOSED.

2)

3)

V. Concerns of Members:

1)

2)

3)

VI. Adjournment

Motion to Adjourn by TR, 2nd by MM, at 11:02 pm. Vote 10-0-0 (yes, no, abstain). Meeting Adjourned.

VII. Calendar

Mark's report:

Following on from my Piscataway SC Premier email Scott, Peter, Chuck and I met Thursday to discuss improvements we can make to the travel program to one day possibly introduce a premier program. We came up with the following suggestions:

1. Starting Spring 2016. Piscataway SC Parent Coaches will be expected to **have a session plan** at travel sessions. What I will do is create a Piscataway SC Travel curriculum that coaches can pull a session out of and deliver. If a parent coach would like to write their own session plan then that would also be fine.
2. Starting Spring 2016. **A monthly meeting** for parent coaches with either the Travel VP, Travel Head Coach or Director of Coaching to bounce ideas off each other, share sessions, etc.
3. Starting Spring 2016. Ask trainers to submit nominees for **"Player of the week"**. The trainer/coach would provide a brief write-up with reasons why. This player's picture and write-up would be posted on our website, and be provided with some type of award (example \$10-25 gift card to Kohl's/Dick's/Wendy's/etc.) This would also end up in the newsletter.
4. Starting Spring 2016. Send the parents a **weekly/bi-weekly email**. This will help get what's on the Board's mind out to the parents, and STILL BE FUN. This can have the following info: (a) a video of the week, something fun about soccer on YouTube (and we can even ask for suggestions), (b) info about the US Soccer mandates, (c) brief info about the new Player of the Week program, (d) Info about the Action Picture of the week program (submit your favorite picture of your child playing soccer), (e) useful club info/links, (f) interview with a USA Trainer (why do you like training, how do you motivate yourself), or a player (who is your favorite pro team), (g) links to other interesting soccer articles (example Soccer America), (h) tips, from the DoC, to parents on how to better help their kids and enjoy the game, (i) etc.
5. Starting Fall 2016. As a way to make sure that parent coaches are educating and teaching our players we would like to introduce a program where all small sided teams(U8, U9, U10, U11, U12) have 1 practice with a trainer (as we currently have) and the 2nd practice of the week the same trainer will oversee both coaches working with their teams and help them deliver their sessions. For instance, Coach Mark on a Tuesday works with the U8 Boys A Team at 6pm and the U8 Boys B Team at 7pm. On Thursday, both teams come in at 6pm and the trainer is there to oversee the coaches. For this, each team would be billed 30 minutes. Diagram below shows difference in cost per team:

CURRENT Weekly Hours	Fall Weeks	Spring Weeks	Rate	Fall Cost	Spring Cost	Total
1	10	10	\$ 75	\$ 750	\$ 750	\$ 1,500

PROPOSED Weekly Hours	Fall Weeks	Spring Weeks	Rate	Fall Cost	Spring Cost	Current Total
1.5	10	10	\$ 75.	\$ 1,125	\$ 1,125	\$ 2,250

**Additional
Cost Per Team \$ 750.00**

So, the additional team cost is \$375/season. Meaning the additional cost per player is around \$37/season.

So the average Travel player registration fee would increase to \$247 = \$190 (current) + 37 (training oversight) + 20 (Fall Classic)

Other Travel teams wanting to pay for their coach/training would continue to do so. Before fundraising, players are paying approximately: \$435/season for Mid-NJ, \$515/season for MAPS.

6. We should offer a **payment plan** of \$100/month, especially for those parents how do not want to fundraise.

Table 1 Summary of NJYS age specific policies for the 2016-2017 Season¹

Team Age Birth Year	U6 Team 2011	U7 Team 2010	U8 Team 2009	U9 Team 2008	U10 Team 2007	U11 Team 2006	U12 Team 2005	U13 Team 2004
Birth Year	January 1 st through December 31 st at all levels U6 through U19							
Division	Div. 6	Div. 6	Div. 6	Div. 5	Div. 5	Div. 4	Div. 3	Div. 3
Players playing up ²	Not permitted	U6 players permitted on a U7 Team	U7 players permitted on a U8 Team	U8 players permitted on a U9 Team	U8-U9 players permitted on a U10 Team	U9-U10 players permitted on a U11 Team	U10-U11 players permitted on a U12 Team	U11-U12 players permitted on a U13 Team
Majority rule	NA	NJYS Member League policies may dictate if the number of players on a roster have to have a majority of age appropriate players vs. those "playing up" (i.e. greater than 50% of the players are age appropriate)						
Field Players	4	4	4	7	7	9	9	11
Game Day Roster (Member League)	14	14	14	14	14	16	16	18
Team Roster Size (in GotSoccer ³)	14 ⁴	14	14	14	14	18	18	22
Maximum Roster spots in a seasonal year	20	20	20	20	20	24	24	28
Transfers within a club	Unlimited number of player transferring 1-time within a club							
Transfers into a roster from outside of a club	3	3	3	5	5	5	5	5
Penalty for transfers ⁵	3-game sit to continue to be administered at the level of the local NJYS Member League the player transfers into							
Secondary Carding ⁶	No	No	No	No	No	Yes	Yes	Yes
Buildout lines	NA	NA	NA	Yes	Yes	NA	NA	NA

¹ Not inclusive of recreation competition and leagues as of 11/20/15. Policies for US Youth Soccer Recreation leagues will come at a later date.

² NJYS Policy. NJYS League and Club can develop restrictions for playing up with guidance from the NJYS Technical Committee

³ Clubs and teams remain responsible for verifying State Cups policies when developing their roster for the season year

⁴ This figure allows players to train in an academy environment to reduce temptation for designation of team "A" and "B" players. NJYS Member leagues are encouraged to permit teams to split into two in match play

⁵ The NJYS Member League may develop policies to waive the penalty for transfers and/or increase the number of games the play sits in a season year

⁶ Permitted by NJYS Member Leagues at the U11+ Team ages