

# RYFC May Meeting Minutes

Date: Thursday May 4th, 2023

Time: 7 PM

Location: Andover Town Hall

Attendees: Nate Olin, Meredith Riley, Aubrie Roy, Courtney Roy, Katelyn Gagliardi, Christina Kostant, John Flahive, Lisa Paragone, Derek Kjellquist, Josh Rozier, Taryn Olin, Jim Knight, Steve Fuss, Matt Gagliardi, Melissa Kjellquist

Invitee: Michael Chemerka

## Meeting Called to Order @ 7:18 PM

Josh motions, Courney seconds

### Officer Reports

- President
  - Nate presents the Above the line video and hears from everyone about where they are above or below the line
  - Nate goes through the new bylaws and what the **Board of Directors** responsibilities - Business and Financial aspects (Setting financial goals)  
Vs.  
**Manager responsibilities** - General Operations
  - *How can we communicate better?* We as a board rushed a lot of things through because of the SNEYFC being able to do things sooner in the off-season and we want to be competitive. This made communication poor and the board of directors are trying to be consciously better moving forward.
- Vice President
  - Not present
- Treasurer
  - Christina is having issues with quickbooks, but we do have \$6,100 in the bank. No outstanding checks
  - Nate presents the 2023 Reforecast Changes
  - Insurance for buildings will be renewed this week for \$1,300

30 helmets have been ordered and payment is not due until they are shipped.

- Secretary

- **Approval of Minutes for Last Meeting** Taryn makes a motion to approve, Josh seconds  
✓
  
- **Reg Sec**
  - 26 currently registered  
Conversation around flag cheer versus minis cheer  
Kindergarteners can be on minis cheer and compete - they would have to pay full registration and participate in the fundraising requirements.
  
- **Dir. Football**
  - Certifications: Matt currently has his certification and he has received Tyler's so far  
Coaches meeting on 5/10 with head coaches scheduled  
Once assistant coaches are voted on Matt has spoken with Andy about going to do a CPR/First Aid certification for all coaches  
Coaching certifications will all be reimbursed this year through the treasurer
  
- **Dir Cheerleading**
  - Meredith has sent out certification link to all head coaches but she has not received any back yet. She gave them a date of 5/29 to have this completed by
  
- **Dir Guardian**

Lisa touches on the parent documents she sent out - Needs to figure out how to link parents to sports connect

Josh asks if we can get head coaches their own league e-mail? Microsoft only lets you have a certain amount of e-mails but working through game changer will keep their personal e-mails confidential

**Actions Item for All:** Get any feedback to Lisa on her documents by 5/10 - Once it is all set we will get it on the documents page on the website for parents to access

**Action item for Nate:** Send out a message that if people are trying to contact us and not get a reply to check their Spam folder
  
- **SNEYFC League Rep**
  - April Meeting Highlights 4/17 No Updates for Cheer  
Football: Any players on waivers (none for us) if they were expired they need to go register for their hometown. Our standard policy is that we do not sign waivers  
Looking at 3 divisions (Voted on and unanimously passed at the league meeting) - 2 games against each divisional opponent and one crossover game ( one home and one away ) plus one bye-week  
Tentative division breakdown presented (not set in stone)  
Working on getting together a committee to come up with direct rules for the pee-wee

division

Next SNEYFC meeting 5/15

#### General updates & Feedback

- Conversation about 5/3 Public Forum meeting

**Parents want to be heard** - how can we best promote Lisa's position? Best way for them to get their voice's heard.

**Choices** - Parents want choices - We will be giving them options

Roughly 18% of families were represented at the public forum

Confusion between volunteering and fundraising

Team parent is really a **team manager** and this is how we can get the parent's everything.

There were families that might have not known that the raffle was mandatory? Confirmed that emails were sent out about raffles the past 2 seasons at least have noted that the raffle is mandatory

Do not want to create a barrier between people that can afford the extra \$240 and people that can not

Nate wants to have decisions made and updates to go out to parents by next Friday 5/12

RHAM Alumni fundraiser? Golf tournament? **We need a big event**

Matt mentions that regardless of what the vote is it's better for all of us to give a positive response on what we're doing to come to a solution rather than to give your personal opinion

Managers ask for presentations with everyone before the Board of Directors votes on things

Matt brings up Todd's request to be a highschool/program liason - we will table this for a later agenda

- Andy & Karen's Resignation - We now have 2 open board positions: **Field Maintenance & Event Manager**

#### Old Business

- Hebron Day 6/17 – Steve presents

Cost is zero and space is reserved

- Steve presents that it will run similarly to Maple Fest

- He will send out volunteer list soon

**Action Item for Steve:** Reach out to Meredith and Matt to get coaches to attend that day

Katelyn will help get him set up for the event

- Assistant Coaches Applications

- Action Items from Last Meeting

- Katelyn send out one last blast re: Assistant Coach Applications - highlight teams that are light
  - Since applications are out it is Meredith and Matt's job to go over the applicants with head coaches
  - Nate is working on the link for background checks - hiccup with USA Football
- Update on submitted applications by Katelyn
  - 1 Minis Cheer / 1 Micros Cheer / 4 Juniors Cheer / 2 Seniors Cheer
  - 1 PeeWee Football / 5 Micros Football / 4 Juniors Football / 2 Seniors Football
- Website Updates
  - Action Items from Last Meeting
    - Jim to work with Lisa to review the entire website and remove/update/add current information *continue in progress*
    - Will link a public shared website through Microsoft Teams that will have all minutes / bylaws / presentations / booster info / etc.
    - Next Steps for Event Page - to fill out what events will be and get something on there (Hebron Day and High School Camp)
      - Action item Chuck:** Reach out to Julie about cross promoting the high school's camp
      - Action item for John:** Send Jim the logo file for the Lion's to add as a sponsor
- Football Equipment – Derek is the owner
  - Action Items from Last Meeting
    - Derek to finalize list of items to be ordered - 30 Shoulder Pads and 30 Helmets (order is in)
      - 25 guardians would replace a few and add in needed
      - Shoulder pads and guardians are in inventory so they aren't as pertinent
      - 2 or 3 footballs per squad (to be used as game day balls)- usually coaches provide practice balls
      - First aid kits - Matt, Meredith, Courtney, and Derek will fill these
      - Action Item:** Come up with a list for first aid kits so that we can check it weekly and make sure that they are filled appropriately.
    - Christina to sent Nate & Chuck update on LoC from Liberty Bank
      - Christina sent an e-mail with questions with no response - she will **follow up tomorrow**
- Marketing & Recruiting Plan
  - Steve will e-mail final plan to board
    - He is working with Meredith to work on the cheerleading side
    - Working on recruiting seniors to help build up the highschool program - we are hoping to get fliers out to the middle schoolers and have them sign up

Reaching out to the athletic director and the cheerleading coach to breach the gap

5/25 Andover Night Out - Most sports leagues will be present

**Action Item:** Post list of who is on each community page on Facebook so we can take turns posting

- Apparel for 2023

- We can open store ASAP - The designer is working on logos and colors etc.
- We have the OK to open the store and they will not hold off on the order for the \$1,500 limit

**Action Item for Melissa:** Let Jim know when the store is open so we can get it on the website and Facebook

**Action Item for Katelyn:** Make an apparel flier to have at all upcoming events for Steve

- Registration

- Taryn and Katelyn sent out flyers to all schools in our area
- Matt will talk to head coaches about recruiting at his 5/10 head coaches meeting
- Jim to put out two signs in Marlborough
- John to reach out to Rivereast to see if we can post and ad for registration - We can put an add in for free if they have room

- Additional Signs will be here within a week (30 or 40 signs)

**Action Item:** We will need to get these out throughout towns once they come in  
Steve has an idea of where he needs them placed

Future agenda item for August: retrieving signs so we can use them again

**\*\* Whenever we order anything ask if we can be tax exempt \*\***

**Action Item:** Add tax exempt form to microsoft teams document

- Boosters for 2023

- Action Items from Last Meeting
  - Nate, Chuck, and John completed booster packet and able to be sent out
- John and Steve are getting together to decide next steps on fundraising
- Meredith sent all booster information to brother in law - Vavaline in Hebron
- **Action Item for Nate:** Will have a live document that if we reach out to a business we can add it to the document so we can track who we are reaching out to

**Action Item for Taryn:** List of who's registered over to John

- Spring/Summer Football Workouts

- Matt is going to talk with head coaches at his next meeting 5/10

**Action Item for Matt:** Have dates for next meeting - Get them to Jim

- Spring/Summer Cheer Workouts
  - Will have update at next meeting
    - **Action Item for Meredith:** Have dates for next meeting - Get them to Jim
- Family/Guardian Communication Plan – Lisa is owning this
  - Action Items from Last Meeting
    - Board to review documentation Lisa drafted and get feedback to her by 5/10
- EMS for Home Games
  - Matt spoke with fire chief and the ambulance costs \$100 an hour
    - **Action Item for Josh:** Get Matt the home came schedule as soon as we can so we can get it over to the fire chief
- Deer Stand from Amanda – Chuck is owning this
  - Roll over to next meeting since Chuck is not here

#### New Business

- Recruiting at the Hebron Lions Fireworks June 23<sup>rd</sup>
  - **Action Item:** Steve will reach out to Matt, Meredith, and John to see if it's something that they want to do
- July Freeze on Football/Cheer Activities per SNEYFC
  - July 7/9 - 7/31 that we are only allowed to do strength and conditioning
  - **Action Item:** Matt and Meredith will figure out what they want to do during these weeks
- Meet the Coaches Event
  - Katelyn will take care of this
  - **Action Items:** Katelyn will get a date and then work with Meredith and Matt about what is needed
- Establish Relationship with RHAM Honors Society
  - Julie volunteered to help - Katelyn is owning this
  - **Action Item:** Katelyn will reach out to Julie to see if she knows who to reach out to to get the word out for volunteers

**Action Item:** Chuck needs to look into having a plaque for the Hebron Lions and dedicating the bleachers to Mike Zotta.

Nate says that the town is giving us a hard time, but we are going to ask about having more of a permanent structure.

Motion to adjourn by Aubrie, second from Derek

**Meeting adjourned @ 9:39 PM**

**Next Meeting: Thursday June 1st**