



NAVARRE YOUTH SPORTS ASSOCIATION

8840 High School Blvd.
Navarre, FL 32566
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M26-07 NYSA BOD Meeting Minutes January 7th, 2026

I. Call to Order -

The meeting was called to order with quorum present, including Board members, Commissioners, and general members. Attendance included representation from all active sports programs, with proxies noted where applicable.

II. Attendance:

- a. Board Member:
- b. Commissioners:
- c. Members:

V26-27+
V26-28

III. Minute approval – M26-05 & M26-06

IV. Treasurer's Report –

The Treasurer reported overall NYSA cash balances remained strong across accounts, with sufficient reserves to sustain operations. It was noted that December included approximately \$10,000 in umpire fee payouts as fall sports concluded. January and February were identified as primary revenue months as winter and spring registrations begin.

- a. Account Balance: \$ _____
- b. \$ Out & In
 - 1. Umpire fees for fall sports ~\$10K
- c. Upcoming Financial Needs

Commissioners were reminded to submit winter and spring budgets using the standardized template. The intent is to compare planned versus actual expenditures to inform future fee setting and cost reductions.

1. Winter 25 basketball budget, Spring 26 budgets for Soccer, Softball, Baseball, & NUFC

Softball reported strong enrollment demand resulting in waitlists.

Team caps remain necessary due to limited field availability and coaching resources.

Baseball registration was scheduled to open mid-January and close in early February.

Travel discussions were ongoing, with planning focused on alignment of tryouts, drafts, and budgeting.

- 1. \$65 NYSA FEES & 5 Sponsorships for planning (Board President)
- 2. Lacrosse- budget missing ref fees, uniform estimates & tournament fees

No formal update was provided beyond ongoing operational planning and calendar items.

- 3. Football- FY26 budget missing ref fees
- 4. Flag- let's chat about your Winter 25 budget after (will take 5 mins)

d. Scholarships Pending

A backlog of scholarship requests dating back several months was identified.

Commissioners were asked to confirm approvals so refunds could be processed for eligible families.

The Board reiterated that timely scholarship handling is critical to program accessibility.

1. Cheer x 4, Basketball x 1, Football x2, NUFC x 1, Softball x 3

Basketball reported regular season progress and upcoming playoff play.

A girls select/travel team structure was discussed and approved under defined financial parameters.

Cheer reported nearing the end of competition season.

A middle-school competitive pilot program was proposed to better align skill levels and prepare athletes for high school.

V. Commissioner Updates/Reports

- a. Baseball
- b. T-Ball

T-Ball outlined a three-week registration window in February, followed by tryouts, draft, and field cleanup.

A combined Opening Day celebration with Baseball and Softball was proposed for late March.

- c. Softball
- d. Tackle Football

Uniform reconditioning and equipment planning were underway.
Scoreboard procurement discussions continued pending installation quotes.

e. Rec/NUFC Soccer

Soccer discussed hosting league playoffs and championship events at NYSA facilities.
These events were viewed as opportunities for both program growth and revenue generation.

- f. Lacrosse**
- g. Cheer**
- h. Basketball**
- i. Flag Football**

Flag Football reported strong participation but noted challenges with late withdrawals impacting team balance.
Field scheduling enforcement issues were raised.
The Commissioner announced intent to retire following the season.

VI. Calendar Update

VII. Old Business

Old business focused on governance structure and administrative modernization.
Key initiatives included board-managed Google accounts, Ethics Committee kickoff planning, and bylaws review preparation.

- a. (Secretary) Establish Google based accounts (should have gotten an email from Tech support/Jason) to set up. Will be setting up permissions based on who has which board account by next meeting and moving official email and texts to these accounts.**

Board members were instructed to transition official communications to NYSA-managed accounts.
This change is intended to improve continuity, security, and record retention.

- b. (Ethics Committee Chair) Will be holding “kick off meeting” ideally next Wednesday (January 14th) in conference room.**

An Ethics Committee kickoff meeting was scheduled to outline procedures and scope.
Future ethics submissions will follow a more structured intake process.

- c. (Bylaws Chair) Will be holding ‘kick off meeting’ in/around Jan 28th**

A bylaws review kickoff was announced as the first step in a multi-month revision process.
The review aims to clarify governance versus operational authority, including field management.

- d. (Secretary) Have contract back for review (Attachment in folder: Pensacola_ Navarre Sports Complex Vending 12.24.25) from Vending Machine company**
 - 1. Will require electrical and concrete pads to be poured and finalization of prices. Will be ~6-8 weeks after contract signed for delivery.**

VIII. New Business

- a. Credit Card Machines/Contract (attachment in folder: CC Machines) (Treasurer)**

The Board discussed transaction fees and prior misunderstandings regarding fee absorption.
The item was ultimately tabled pending further review.

- 1. cheaper than square**
- 2. makes customers pay the fees**
- 3. MOTION TO APPROVE**

- b. Approval of Fuel Card for Field Maintenance (attachment in folder: NYSA Fuel Card SOP) (Treasurer)**

Concerns were raised regarding undocumented fuel reimbursements under the existing process.
A fuel-only card with spending limits and transaction reporting was approved to improve accountability.

- 1. Current practice: \$400 monthly check with no receipts**
- 2. Issue: Lack of documentation and financial oversight**
- 3. Proposal: Issue a fuel-only card for field maintenance**
- 4. Vendor: CEFCO (preferred). Controls: Fuel-only restriction, Monthly cap ≤ \$400, Transaction-level reporting, Treasurer review, Impact: No budget increase; improved accountability**

V26-30

5. MOTION TO APPROVE

c. Direct Deposit for Contract Employees (attachment in folder: NYSA Direct Deposit SOP) (Treasurer)

Manual check processing was identified as inefficient and time-consuming.

Transitioning to direct deposit was approved to streamline payroll and strengthen audit trails.

1. Current practice: Paper checks issued to contract employees create manual processing, delays and limited audit efficiency; of the 54 checks written in December 2025, over half were for routine pays for NYSA/NUFC
2. Proposal: Transition contract employees to direct deposit for faster, more reliable payments, reduced check handling and errors, clear payment records and audit trail. All this can be executed in quickbooks
3. Impact: No increase to budget; administrative improvement

V26-31

4. MOTION TO APPROVE

d. Approval to Use Zeffy as Fundraising Platform (Treasurer)

Zeffy was approved as an optional fundraising platform allowing NYSA to retain 100% of donated funds.

The platform offers nonprofit-specific tools for raffles, merchandise, and campaigns.

1. Purpose: Online donations, registrations, and fundraising campaigns
2. Key Benefit: 100% of funds raised go to NYSA (no platform fees)(only platform to do this)
3. Designed specifically for nonprofits
4. Several templates to use from other sports nonprofits for ease of fundraiser/raffle creations.

V26-32

5. MOTION TO APPROVE

e. Hosting the 5U Gospel Projects “Little League World Series” (Attachment:

The proposal was presented for awareness only.

No vote was requested pending confirmation of volunteer capacity and committee support.

1. Who: Gospel Projects 5U Little League World Series, ~9 Teams
2. What: Hosting of the facilities 2 existing Tball Fields +1-2 more fields), manpower for dragging/prep fields between games on each game, concessions, parking lot attendants, bathrooms, trophies, etc
3. When: Friday June 19th-Tuesday 23rd (minus Sunday)
4. Where: Tball Fields 2+3 and +2-3 more fields
5. Why: Enter a regular rotation (~every 5 years or better) to generate funds for Tball/NYSA
6. Potential joint coordination with Tournament/Fundraising Committee/Tball (season hasn't started yet)

7. NO VOTE REQUESTED

f. Baseball Mound Purchase (Attachment: NYSA 1-piece 1.6.26/NYSA 2-piece 1.6.26) (Lollar/Baseball Commissioner)

Quotes were reviewed for one-piece and two-piece pitching mounds.

A fundraising approach was discussed, with contingency planning should funds fall short.

The Board approved proceeding with the plan as outlined.

1. 2 quotes for mound purchase
2. ~2 weeks for shipping (included in price)
3. Between \$13.8k-14k depending on quantity and type

V26-33

4. MOTION TO APPROVE

g. Board Vacancy Election Candidates in nominated order: (Attachment: Steve Rhodes, Marisa Kirby, Kimberly Mortimer, Nick Kirby, Tarina Lunte, Vince Liberato, Dustin Craven, Philip Melendez, Amy Sasser, Myriah Elliott, Jennifer Carl, Kelly Low, Jessica Grantham, Antonnette Thomson)

Candidates addressed the Board in person and virtually.

Common themes included transparency, inclusion, governance oversight, and community trust.

Voting occurred in closed session following adjournment.

1. Candidates opportunity to speak via Google Meet
2. Candidates opportunity to speak in person
3. Candidates unable to attend person's video played
4. **Votes will be taken at the conclusion of the meeting in a closed door meeting of Board Members.**

- IX. Reminders –
 - a. Soccer Commissioner nominations closed on Jan 4th without any nominees
- X. Member Concerns
 - a.
- XI. Open Discussion
 - a.
- XII.** Adjournment

Notes: .1 change from original current as of 8:33PM Jan 6th 2026.

1: Section VIII, item f moved to g

2: Section VIII, new item f for motion to approve Baseball mounds