

AABF Board Meeting Notes
April 12, 2006

Location: Karlene Thomas' Home

Time: 7:30 pm – 9:30 pm

Present: Shari Conley, Mark Larivee, Matt Manzione, Tera Stevens, Jim Taylor, Karlene Thomas, Mike Vialpando

Agenda Items:

1. **Introductions:** Matt introduced the new Board Members (Mike Vialpando and Tera Stevens).
2. **Meeting Notes/Website:**
3. **Agenda Review/Schedule:** All agreed to the Agenda that Matt passed out along with the Board Meeting schedule of 07:30 PM to 09:30 PM.
4. **Financial Report:** Shari provided the current account balances: Savings: \$4,573.93, Checking: ~\$1,250.00. We are estimating the Field costs to be ~\$1,500.00.
5. **Master Calendar/Task List:**
 - A. **Field Reservations:** The fields are reserved for 05:30 PM to 08:30 PM each night during the season. We have a reservation with El Paso County and we are awaiting the invoice. El Paso County recently switched to a new system that is struggling with multiple reservations.
 - B. **AABF P.O. Box:** Shari reported that we are able to keep the same P.O. Box number with the new Post Office in Black Forest. We need to get 2 extra keys.
 - C. **Season Calendar:** Matt suggested that we create the 2006 Game Schedule using the 2006 Tasks List. He also requested a change of the Soccer Festival date from Saturday (7/29) to Friday (7/28).
 - D. **Uniforms-logo, color, etc.:** Karlene reported that the cost is still \$5/shirt (Extra \$1 if we add design on sleeves). \$15 setup fee for a new design (e.g. Logo). We will be changing the Logo on the shirts. We will order Black socks unless Karlene finds Shorts to be a better option.
 - E. **Equipment Inventory:** We have 32 balls (Nike) on order for \$12.50 each. We have 6 Pennys and need to purchase 6 more.
 - F. **Registration Form:** Matt provided everyone a copy of the 2006 Registration Form for review and edit. We need to prepare the form for Registration Night at Wolford along with making copies for distribution along with posting it on the website.
 - G. **Annual Report with CO SOS:** Shari reported that the Annual Report has been submitted to the CO SOS.
 - H. **Referee Application and Contract:** Jim shared the Referee Application and 2 sample Referee contracts with the Board. We need to create a Referee Contract for use with the Referees to ensure that they are responsible for their taxes. We also need to add the Referees on the Insurance.
 - I. **Code of Conduct:** We will leverage the Code of Conduct from The National Alliance for Youth Sports.
 - J. **Rules:** The Board needs to review the Rules for 2006.
 - K. **Voicemail:** We need to change the message for this season.
6. **Other Action Items:**
 - A. **Sponsorships:** Jim reported that he is still trying to get sponsorship with Big Mike's Pizza. Matt suggested that we contact Anthony Homes. Mike suggested that we contact Morley Family Companies.

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- B. Registration at Wolford:** Jim reported that Gary Langenhuizen (Wolford Principal) has offered several options for the AABF Registration Night (4/29 Carnival, 5/16 Music Concert, Boy Scout/Cub Scout Nights). The Board decided to go with the 4/29 Carnival.
 - C. Board Elections:** We will need to hold an election this season for the Vice Chairperson and Secretary Board positions.
 - D. Goal Purchase:** Karlene reported that she is still evaluating the options for purchasing new Goals. The cost is such that we would prefer to have a sponsor cover the cost in exchange for a Banner on the goals with their logo, etc.
 - E. Interested Coaches:** We reviewed the latest status on coaches for the 2006 season.
 - F. Survey Results:** We shared the 2005 Survey results with the new Board members.
- 7. Board Responsibilities Matrix:** We updated the Board Responsibilities Matrix.

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Table 1: Action Items (Sorted by Owner then by Due Date)

<u>Owner</u>	<u>Action Item</u>	<u>Due Date</u>
Board	Review revised Registration Form and send changes/additions to Jim Taylor.	4/21/2006
Board	Review Tasks List and send changes/additions to Jim Taylor.	5/2/2006
Board	Review Rules and send changes/additions to Jim Taylor.	5/2/2006
Jim Taylor	Edit Registration Form and send to Board for review.	4/17/2006
Jim Taylor	Contact Gary Langenhuizen regarding AABF Registration during 4/29 Carnival.	4/19/2006
Jim Taylor	Call Insurance Provider regarding Registration Form language and Referee cost.	4/21/2006
Jim Taylor	Change Soccer Festival to 7/28/2006.	5/2/2006
Jim Taylor	Remove "Open to Kindergartners thru age 15" on website.	5/2/2006
Jim Taylor	Update Area of Responsibility matrix.	5/2/2006
Jim Taylor	Add Mark Larivee and Tera Stevens as Board Members on website.	5/2/2006
Jim Taylor	Create Game Schedule using Tasks List. Send to Board for review. Post on website.	5/2/2006
Karlene Thomas	Change AABF voicemail message.	4/19/2006
Karlene Thomas	Send shirt color options to Board.	5/2/2006
Karlene Thomas	Check on Shorts instead of Socks.	5/2/2006
Karlene Thomas	Check on Board Shirts (Polo).	5/2/2006
Karlene Thomas	Buy 6 Pennys.	5/2/2006
Karlene Thomas & Mark Larivee	Contact Anthony Homes regarding sponsorship.	5/2/2006
Karlene Thomas & Mark Larivee & Matt Manzione	Check on Goals.	4/24/2006
Mark Larivee	Create DRAFT Logo and send to Board for review.	5/2/2006
Matt Manzione & Jim Taylor	Create Referee Contract and Application (Attorney review?).	5/2/2006
Mike Vialpando	Contact Morley Family Companies regarding sponsorship.	5/2/2006
Shari Conley	Check on Uniforms for Referees.	5/2/2006
Shari Conley	Get 2 extra keys for P.O. Box.	5/2/2006