

AABF Board Meeting Notes May 24, 2004

Location: Black Forest Fire Rescue Conference Room

Time: 7 pm - 9 pm

Present: Polly Bosworth, Shari Conley, Matt Manzione, Brenda Steele, Jim Taylor (phone), Karlene Thomas

Agenda Items:

1. **AABF Board:** It was agreed to conduct elections with a slate of nominees and write-in candidates, allowing one vote per family, using outgoing Board members as election supervisors and having a polling station with a list of 2004 members at the fields during the first week of games (June 21-24). **ACTION ITEM:** Jim will prepare a sample ballot by June 12th with nominees as follows: Matt: President, Karlene: Vice-President, Shari: Treasurer, Jim: Secretary.
2. **Registration Form:** Matt noted that some coaches have not registered their children since they have not seen the form even though it was published in the Black Forest News. Thanks, Judy! Matt provided Jim Fanning with 40 forms to distribute to Kilmer Elementary and Pride players. Shari, Polly, and Karlene noted that most locations were out of forms. It was agreed to extend the deadline to June 7. **ACTION ITEMS:** Matt provided additional copies for distribution and agreed to get more. Others agreed to distribute more forms as appropriate.
3. **Website:** Jim posted the registration form to the website but is still looking to add photos to the website. **ACTION ITEM:** Jim agreed to update the website with the new form and note the June 7 deadline.
4. **Coaches:** Matt had sent an email to the leadership team with the names of 9 coaches but reported that Mark declined to coach. Shari noted that 4 more coaches had volunteered. Matt noted that Jim Fanning agreed to run the Coaches Clinic on June 12. **ACTION ITEM:** Matt and Jim agreed to contact the coaches and email them a set of the rules. Recruitment of additional coaches will depend upon rosters.
5. **Referees:** Matt confirmed that Katherine Steele wants to return as head referee. Matt had previously emailed a list of referees and noted that there are more candidates than referee positions. Matt presented alternative hiring approaches and attendees discussed selection criteria. Pay, availability, expectations, taxes were discussed. It was agreed to have interviews for Head Referee since there were three candidates. **ACTION ITEMS:** Matt agreed to prepare an application form and draft a preliminary set of selection criteria and questions. Matt will contact the 3 candidates to schedule interviews on June 2.
6. **Registration Status:** Shari reported that there were 45 forms in the mail box on May 18, and that she had a total of 68 as of May 24, in addition to the 11 players that registered on May 11. With coaches' children and others verbally committed, we are confident that at least 90 players will play. Matt noted that 144 is still the goal and it was agreed not to adjust Divisions or teams until after June 7. **ACTION ITEMS:** Shari agreed to continue to check the box and keep the AABF leadership team informed.
7. **Shirts:** Shirts for players, coaches, goalkeepers, and Board members were discussed. Polly suggested a 25th Anniversary logo. **ACTION ITEMS:** Polly and Karlene agreed to inventory shirts based on size, color, condition and contact 2003 coaches regarding leftovers by June 1. Karlene agreed to get pricing and schedule requirements.
8. **Treasurer:** It was agreed to defer revising check signature authority until the new Board is elected. **ACTION ITEM:** Jim agreed to help Shari with the periodic reports once the new on-line forms are available.

9. **Equipment:** Polly has cones, bags, balls and nets in her shed and Mary Pat Thomas has the poles for the goals. **ACTION ITEMS:** Polly and Karlene agreed to contact 2003 coaches about equipment and compile an overall inventory by June 1. Matt will check registration forms for Equipment/Field Managers.
10. **Rules and Regulations:** Matt emailed files to the Board but did not find the AABF Code of Conduct. **ACTION ITEMS:** Jim to post the rules and game information on the website by June 1.
11. **Concessions:** **ACTION ITEMS:** Shari agreed to contact Shauntal Lawrence at El Paso County Parks regarding their policies for 4H, Girl Scouts, etc. selling at the park.
12. **Schedule:** Brenda provided another hard copy of the schedule but Matt did not find an electronic copy in the file. **ACTION ITEM:** AABF Board will ask Mark for a copy to be revised and posted on the website.
13. **Rosters:** Agreed to assign teams by: families with multiple players, coaches, friends, gender, skill, Board, and then use “singles” to balance teams. **ACTION ITEM:** Meet June 9 to assign teams.
14. **AABF Board:** It was agreed that Board members would pay the same reduced rate as Head Coaches.
15. **Lightning:** Parameters for suspending play due to lightning were discussed. **ACTION ITEMS:** Shari agreed to contact Shauntal Lawrence at El Paso County Parks and the AFA. Matt agreed to contact BFFRD and CS Parks & Recreation regarding their policies and recommendations.
16. **Meeting Adjourned:** Agreed to communicate by email until the next meeting.