

Sarcamento Valley Women's Soccer League

11/25/2002
5:30 PM
Tracy and Diedre's office

Meeting called by: Kathleen Casanave Type of meeting:
Note taker: Michelle Gray Executive Committee

Attendees: Kathleen Casanave, Tracy Brown, Diedre Bryant, Christine Fletcher, Dani Butler, Suzie Bakker, Sharon Anderson, Kathryn Hogan, Michelle Gray.

Agenda

Planning Registration Schedule for Next Season	Dawn Cole/Kathleen Casanave
Executive Committtee Recommendation for League Approval for Expenditure for Tree Trimming at Cherry Island	Kathleen Casanave
State Association and Registration Issues	Kathleen Casanave
League PO Box	Kathleen Casanave
Pad Committee	Kathleen
Reimbursement	Suzie Bakker
Banner	Tracy Brown
Orphan List	Christine Fletcher
Procedure for Scheduling Games	Michelle gray
Issuing of Fines	Michelle Gray
Policy for Written Complaints/Grievances	Michelle Gray
Jewwlry	Michelle gray

Additional Information

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Agenda

Planning Registration Schedule for Kathleen Casanave Next Season

Discussion: Dawn Cole had sent copies of the registration form that she created to use for this next registration period. She was asking for input and an ok on using it. Kathleen also brought up the fact that the referee assignor charges by the season. We charge each team by the game. We need to make sure that we are breaking even on the costs associated with the referee assignor fees. CSAN- fees did increase, however the increase is not as large as what Kathleen was forecasting. We should be fine with the established fee scale that was voted on in August. Sharon shared with the group dates in the winter/spring season when Cherry Island fields were already booked. We will have to find alternate fields for the following dates: 1-19-03, 1-26-03, 3-9-03, 3-16-03, 3-23-03, 4-6-03 and for the Fall season 9-28-03 and 10-26-03. We have not gotten permits yet for alternate fields, so we can not schedule for next seasons games.

Conclusions: Group agreed that the form looked fine. Suzie felt that we were breaking even with the assignor fees.

Action items: Ok to use form.

	Person responsible:	Deadline:
	Kathleen	NA

**Executive Committee
 Recommendation for League
 Approval for Expenditure for Tree
 Trimming at Cherry Island**

Kathleen Casanave

Discussion: Kathleen wanted to get Executive Committee approval for Kathleen to ask the board for \$2000 to fund a tree cutting service at Cherry Island. It is standard practice for the league to help fund maintenance projects at the Cherry Island Soccer Complex. In return SVWSL gets discounted rates and preferred status. Michelle was concerned with the possible risk associated with SVWSL being billed for a specific task, such as tree trimming. Being billed directly or named in the work could increase the league and board members liability if something should happen during the process. Michelle suggested that in the future the league simply donate a specified amount designated for field and facility improvements. The amount to be recommended by Executive Committee and approved by the Board.

Conclusions: Sharon Anderson Motioned the Approval to ask the Board for \$2000 to donate to Cherry Island Soccer Complex. Susie Bakker seconds the motion. Motion was carried by vote.

Action items:

At next Board Meeting Executive Committee will ask Board to approve \$2000 donation to Cherry Island Soccer Complex.

	Person responsible:	Deadline:
	Kathleen	Next Board Meeting.

**State Association and Registration
 Issues**

Kathleen Casanave

Discussion: There has been some debate at the state level on having local registration capabilities versus having it all done at CSANs location. By having CSAN controlling registration, player's cards would take considerably longer. At this point they are allowing for local registration. Kathleen still recommends that at this point we stay associated with CSAN. If we determine that we should try to affiliate with the National league or one of our other options, it will take at least a years worth of work and planning before we would be ready to make that change.

Conclusions:

Action items: None

	Person responsible:	Deadline:

League PO Box**Kathleen Casanave**

Discussion: The League had a PO Box, but it has lapsed. The Box was not conveniently located for Kathleen to make regular pick ups. Sharon said that the location is close to her work and she would be willing to make regular trips to the PO Box.

Conclusions:

Action items: Sharon will reopen PO Box and check regularly.

	Person responsible: Sharon	Deadline:

Pad Committee**Kathleen**

Discussion: There was an incident during last weeks games (11-17-02) which has been referred to the PAD committee. Kathleen asked if Pam would be willing to be the PAD Chair. She said she would think about it.

Conclusions:

Action items:

Person responsible:

Deadline:

	Person responsible:	Deadline:

Reimbursement**Suzie Bakker**

Discussion: Suzie said that there are reimbursements due to teams from the last year and a half of play. She will mail the statements to the team representatives. The teams will have an option of reapplying the money to this next season or getting a refund check.

Conclusions:

Action items: Suzie will mail statements to Teams before final registration is due.

	Person responsible:	Deadline:
	Suzie Bakker	12-28-02

Banner**Tracy Brown**

Discussion: Tracy will work with Jonathan at Off the Wall to get banner created and displayed at Off the Wall. Kathleen wants to do a heavy recruit for teams at the different indoor arenas, JR Colleges, outlying areas. If you have any suggestions or ideas please let committee know. Any help would be appreciated. Sharon has the contact names of JR college teams if anyone can make the time to get to the schools.

Conclusions:

Action items: Get banners up at Off the Wall

	Person responsible: Tracy Brown	Deadline:

Orphan List**Christine Fletcher**

Discussion: We still have several people on the orphan list enough to make a new. Christine and Danni will work to coordinate those on the orphan list into a new team. There was the suggestion that we increase the number of players allowed on a team to 20 if the two additional players came from the orphan list. This would decrease time on orphan list, help alleviate the problem of teams losing players as the season progresses. Dani had a good point that if every team increased their roster by 2 that would be enough players to create a new team. Committee agreed to leave roster to 18.

Conclusions:

Action items:

Create new team from orphan list.

	Person responsible: Christine and Dani	Deadline:

Procedure for Scheduling Games

Michelle Gray

Discussion: Michelle had the question of how we go about scheduling the game times and locations. In particular are there set guidelines for changing of game time or location after initial publication of game times. Will the league change game time and location for a team without their consent? Sharon said that if a team cancels a game the league may try to change the game times and locations of games scheduled for that weekend to reduce the down time of the referees and reduce the cost to the league. However if teams are not able to make the change they are not forced to change. Sharon said that she tries to get the schedules out to the teams as quickly as possible but in many situations we do not have the paperwork completed for our alternate fields until after the start of the season. This can have a huge impact on the ability to get the schedule out in a timely manner. We do all that we can to get it out.

Conclusions:

Action items: None

	Person responsible:	Deadline:

Issuing of Fines

Michelle Gray

Discussion: Michelle had a question about the issuing of fines to the teams in the league for various reasons, such as no shows or cancellation, no nets etc. Michelle was not able to find in the policies and procedures/bylaws or past meeting notes the discussion of issuing fees. It does not seem fair to issue fines to teams if there is no written policy indicating what the fines are for what actions/inactions. Kathleen said that the changes where not made to the bylaws and policies and procedures yet, but that they do need to be updated.

Conclusions:

Action items: Kathleen will get the information to Michelle and they will update the policies and procedures and bylaws so that they reflect all current changes that the Board passed.

Person responsible:
Kathleen and Michelle

Deadline:

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**Policy for Written
Complaints/Grievances**

Michelle Gray

Discussion: Being on the same team as Kathleen it has become evident that we need to have a formal complaint grievance process in place so that all Teams and team members have a method of issuing their complaint and the board can then give a formal response. Michelle developed a Game satisfaction survey form that can be used for each team to evaluate the game; conditions of the fields, referees, equipment etc. If they have an issue they must complete one of the forms and send it to the league. This will enable us to handle complaints in a professional manner, avoid conflicts on Sundays and monitor and evaluate the referees and fields.

Conclusions:.

Action items: Michelle will update the form with the suggestions give by the league

Person responsible:
Michelle

Deadline:

Jewelry

Michelle Gray

Discussion: Our current bylaws conflict with the new policy to follow FIFA regulations with regard to Jewelry.

FYA- FIFA rescinded their sleeveless shirt rule. We can have sleeveless shirts.

Conclusions: We need to make sure that our policies and procedures are clear concise easily understood and updated as needed.

Action items: Kathleen and Michelle will update this as well as the other bylaws/policies and procedures.

Person responsible:

Deadline:

Additional Information

Referees Delaying Start of Games**Kathryn Hogan**

Discussion: We have a reoccurring problem of referees starting the games late despite both teams being there on time and not having the three referees that we are paying for show up at the games. The league has little recourse for this unless we can document the incidents and track which referees are starting late. The Game Satisfaction Survey form should help with this. We can take the information back to the referee assignor and indicate which referees are not performing their job and ask not to have them assigned or let them know that they are expected to start the game on time. In addition we need to make sure that the teams are ready to play and are checked in 10 minutes prior to the start of the game.

Conclusions: We will ask Dave to request that the center referee call in the score and the number of referees that showed. Team Reps should report immediately any issues that occurred with the referees or use the game satisfaction survey report.

Action items: Discuss with Dave the need to have the referees report to Dave the scores and number of referees at the field.

Person responsible:
Kathleen

Deadline:

Additional Information