Attendees – Casey’s : Nick, Jim, Courtney, Amanda, Stacie, Harold, Kim, Julie, Jaime, Aime, Kate.

Via Skype: Jason Q., Mary for TOPSoccer (Chris not in attendance)

Agenda review

Presentation:

2021 Roles and Responsibilities

2021 Roadmap

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Season** | **Development** | **Events** | **Communications** | **Board Member Activities** |
| January | ~~In House Futsal\*~~ | ~~Winter Skills\* (6 sessions)~~ |  | Spring Registration | Township Field Permits for Year  Finalize Spring Coaches |
| February | ~~In House Futsal\*~~ | ~~Winter Skills\*~~ | New Coaches Meeting **2/4**  Coaches Meeting **2/15**  ~~Sponsor Fundraiser~~ |  | Spring Registration Closes **2/12**  Spring Teams Declared **3/1** |
| March | ~~In House Futsal\*~~  ~~Spring~~ | ~~Winter Skills\*~~  ~~Pre-Season Sessions~~ | Dick's SG Day  **3/26-3/29**  ~~SSC Easter Egg Hunt~~ |  | Field Set Up **3/20-** over 40 participants!! |
| April | Spring | Spring Complete Moves | Spring Flower Fundraiser – email out: 4/23 Due | Remind coaches in Recreational– flowers due 23rd |  |
| May | Spring | Spring Complete Moves |  | Fall Registration | Fall Registration Opens – 5/1 |
| June | Spring | Summer Skills (6 Sessions)  Summer Complete Moves (6 sessions) | ~~Coaches v First Responders Game~~  Last Week June  Pick Up Nights  Parent & Kid Pick Up Night  Sponsor Fundraiser  PA West Open  **~~SSC Picnic\*~~** | Fall Registration | Finalize Fall Coaches |
| July |  | Summer Skills  Summer Complete Moves | Pick Up Nights  Parent & Kid Pick Up Night  New Coaches Meeting  Coaches Meeting |  | Fall Registration Closes  Fall Teams Declared |
| August | Fall | Summer Skills  Summer Complete Moves  Pre-Season Sessions | Pick Up Nights  Parent & Kid Pick Up Night  Dick's SG Day  Sponsor Fundraiser  Plum Kick Off Tournament |  |  |
| September | Fall | Fall Complete Moves (6 sessions) | Fall Flower Fundraiser  Homecoming Parade\*  Fall SSC Photos |  |  |
| October | Fall | Fall Complete Moves | Sponsor Fundraiser  Fox Chapel Moonlight Madness | Futsal  Winter Skills | In House Futsal Registration Opens\*  Winter Skills Registration Opens\* |
| November | Fall | Fall Complete Moves | Annual General Meeting | Futsal  Winter Skills | Field Close Down |
| December |  |  | Sponsor Fundraiser | Spring Registration | Spring Registration Opens  In House Futsal Registration Closes\*  Winter Skills Registration Closes\* |

Board Reports:

TOPS Soccer – Mary

* Changed a lot – youngest is 5, oldest is 12, signing up her son (16)
* 75% of the kids fall on the autism spectrum, lowest year for other physical disabilities
* Navigating size and speed differences - largest team in 3 years
* Around 20-25 – mostly 10 -15 come in a week, fall vs. spring
* Teams tend to be larger in the fall than spring (miracle league)
* Most kids are Shaler – with Nick’s connection – there are 6 different school districts – they are interested in starting their own teams
* Put the kids in more skilled age/ability based teams
  + Split into 2 teams, same activity with different speed/buddies
  + Buddies making a big impact
  + Able to focus
* Nick/Zach took other kids on a different scale and that everyone was getting something out of it
* Don’t have enough to make 2 teams
* In the future – split into physical disability and intellectual disability TOPS team
* Potentially split to 2 separate practices
* Lots of emails – a lot of positive responses with new kids
* Buddies are really happy with the
* U12/14 not able to participate – Arrigo girls – got heated and perceived that kids were cheating – Lissi Arrigo – the buddies are taking it incredibly seriously – kudos out to the club should be very well warranted
* Great experience
* Next year, what do you see, what do you need
  + Two things
    - Gather more information on disabilities – only ask about physical, but we don’t ask about intellectual (verbal/non-verbal), processing disorder, communication etc.
    - Some late additions are bothersome – would like to keep the team within the firm deadline
      * Due to the lateness
      * Building on skills and missed 2-3 weeks
      * Come check it out and see if it would work for them next season, but not late into the season
    - In the fall, it is a very real possibility that they will need 2 separate times – TOPS A, B, or 1,2 to be able to manage this season, but needs to have it be more sustainable
    - All working on the same things, but allows for more individualization
    - Or potentially separate by ages or by ability within the ages
    - If continues to build, it is a very real possibility
    - Reaching out to other teams and added a lot of players
    - Right questions to send out or do you need it on the registration?
      * Google form or on registration
      * Add to the registration – less confusion for all
      * Will word them to get them to us
    - Will the questions be in violation of HIPAA/ or most secure method to collect information?
      * If all the people are accessing the information – if you need direct information, follow privacy not HIPAA
    - Talk with other TOPS programs to see if we can do a summer program
    - Add comments to the detail – will try to get to the group by the end of this week
    - Summer program – last week of June to kick off 1 night per week for Summer Skills (July 7th-11th -Wed/Sun virtual conference Mary not available)

President [Nick]

* Vision 2021
  + Roadmap – notes included above
  + Coaching question needs to be adjusted.
  + Focus on Fun & Development
  + Discussion:
    - A lot of opportunities come out of defeats and challenges
    - Leading to updating questions
    - Looking at the Code of Conduct –
      * Freshen players, coaches and parents
      * Building in focused areas in clear direction/expectations etc.
    - Be more prescriptive to set up our folks for success
    - Effective for the fall, won’t end with the folks working on it and it will be a way forward
    - Continue to look at the bylaws for updates – need to adjust the reasonable and reflective of our current
    - Need to have good succession planning, need to have plans in place
  + Deer Lakes – challenge – needed to have parents use masks
  + Grievance – U19 Paul D. Fox – masking change due to driving kid
    - Son on a cup team with PA West team
    - Older Parents at risk
    - Child does not have to remove mask – not required to take off the mask
    - Argument still stands that it would not be an exposure
  + Need to start building with U4 to get people involved
    - DONE
    - WORKING
    - See PDC
    - U5 needs help with fields
    - Great conversation with the athletic director at the High School
    - Outlined what we have been doing and where we are trying to go
    - Competitive program moving forward – plan is to when bring in their new coaches and see how we can work together
    - Mission statement and guiding principles – community club first, competition second
    - Need to have our governance in place
    - Chris Lemke – removal from concessions
    - Jen Herman – nominated and accepted as new concessions
    - PLANNING
      * See PDC
  + Programs for All
    - DONE
    - WORKING
      * See TOPSoccer
    - PLANNING
    - Competitive Program – work with the board
  + Great Partnerships
    - DONE
    - WORKING
      * See Fundraising
      * See Community Service
    - PLANNING
      * See Community Service
  + Supported Volunteers
    - DONE
    - WORKING
      * See PDC
    - PLANNING
* PDC
  + DONE
    - U4-U6 & Tops Training Guide – video released to the board for review
    - Coaches excited about the videos
  + WORKING
    - Recording Skill Videos
  + PLANNING
    - U8 Training Guide for Fall 2021
    - Evening Summer Camp
* TOPSoccer (Presented at April Meeting)
  + DONE
    - See Opening notes – Mary attended April Meeting
  + WORKING
  + PLANNING
* Community Service
  + DONE
    - Food Drive Will continue
    - Clothing
      * Each primary school got a garbage bag size donation of clothing for the school nurse
      * Burchfield student in need received 4 garbage bag sized donation of clothing
  + WORKING
    - Food drive with competition – communicate for May
  + PLANNING

Vice President Recreation [Jim]

* DONE
* WORKING
  + Potentially a tree leaning at Fawcett
  + Tuesday Tidbits – sending out details of h
* PLANNING
* Recreational Admin [Courtney] :
  + Referees
    - DONE
    - WORKING
    - 2 new referees qualified – Trinity Crider and Nolan Wechuck qualified referees
    - Kids vs. Parents with U5 boys – refs so they could still
    - Scheduling of the refs is proving difficult – team manager is being used – but we have gone out of our way to reschedule for everyone
    - Set a precedent – once it is set – it stays
    - Message the whole group – set the detail that message the group to send the group a message if there is an conflict – not send the private message
    - RING doorbell – to have them install - $149 to install, $99 to install (Best Buy), alarm system is 14.99/mth – requires Wi-Fi to run – will get the total price
    - Mark – Jr referee mentoring program – had someone come up this past weekend – wanted to continue to mentor – it would be $160/3 sessions more than last fall – 3 mentor sessions, are we at a point that it is beneficial – kids are nervous to go out and have some comfort – would stay for all games that day
      * U8 boys – referee did a really good job – described the infraction, demonstrated the whistle use,
      * Potentially hold off and do this in the fall
      * More adults are willing to go up
      * Motion - $165 to discuss during the financial session
    - PLANNING
  + Coaches
    - DONE
    - WORKING
    - PLANNING
* Fields  [Jason] :
  + DONE
  + WORKING
    - Criteria for field closures
      * Had issues finding criteria to close fields
      * Challenging to find
      * Found criteria that if you visited the field
      * Muddy or water surrounding foot
      * Thunder and lightning details
      * Harold Thoughts – specific rules – hear thunder/see lightning 30 minutes detail (check PA West policy)
      * Policy on field determination – certain fields are playable vs. not
      * Don’t need to justify to anyone – everyone would need to go to the field and validate
      * Even if playable at that time – need to make sure we are making good decisions on the field playability – List of names
      * Writing it down – gives ability to question and validate – can be set on safety concerns
      * Need to determine based on situation – physical person goes to the fields and validate
      * Once Referees on site – completely their determination
      * Stacie – minimum set of guidelines as internal memo (Safety first, damage to field for games)
      * Jason – general type stuff – biggest challenge is someone going to the field - send criteria to the board
      * Jason and Harold to connect offline
      * Temperature details to be discussed
  + PLANNING

Vice President Developmental [Amanda]

* DONE
  + Maroongate - Closed
* WORKING
* PLANNING
* Developmental Admin [Julie]
  + DONE
  + WORKING
    - U5 Asking for lines on the field –will review on Monday with Julie
    - U8 boys – issues with commissioner not showing up
  + PLANNING
* Coaches
  + DONE
  + WORKING
    - See Registrar notes – need details for coaches
  + PLANNING

Secretary [Kate]

* DONE
  + Communications plans set
* WORKING
  + Yard Signs
    - Superior signs – Millvale
  + Field closures
* PLANNING
  + Riverhounds Raffle – Pick names
    - Derek Woodward in touch to set up Club game
* Communications [Aime]
  + Photos
    - DONE
    - Sent communication of thanks for the clean up
    - WORKING
    - Sponsor Spotlight – April Bartsch florist
    - Sponsor Spotlight – Casey’s
    - PLANNING
    - Emails – Community service for food drive
  + Social Media
    - DONE
    - WORKING
    - Setting up photo email
    - Photos started to come in – 6 emails thus far
    - PLANNING
    - Instagram – reopen (MARCH)
    - Continue to send images – improves on images (MARCH)
* Permits [Harold]
  + DONE
  + WORKING
    - Second port-a-john to be delivered at Denny
  + PLANNING
* Events - Who is taking Point?

Registrar [Kim]

* DONE
* WORKING
  + Player cards for U10 players for the pool
* PLANNING
* Uniforms
  + DONE
  + All in house separated and for pick up
  + Only 1 shirt damaged
  + WORKING
  + Plan to sell the newer adult size jerseys
  + GPSA messed up the original order – in house shirts for coaches – all blue polos
    - Late registration – will not print the order until an outstanding order
    - Because of the Adidas uniforms and baseball team comments – potentially find another printing company options
    - Have D5 teams but no tryouts? D4 teams are different. Working on a pilot
    - Are we going in the direction of that and potentially have this year
    - Would need to add back to by-laws for them and not for this upcoming registration
    - Tryouts and D4 program – it was 2 years ago that the program was taken out
    - Competitive program – D5 at the highest level that we go – there is a different part of PA West with D4 and there is potential to be competitive and it might be a struggle to find a team that meets the D4 requirements
    - Stick to the D5
  + PLANNING
  + PA West Open – Festival vs. Competition – Encourage/support/etc.
    - Festival
      * Will all coaches want to do it
      * If not all coaches want to do it, then it won’t be fun
      * The moment that we send to the coaches, then we send to the team and then potentially send players that are ill-equipped to make the trip
      * Need to get coach commitment first – then discuss with their players once you have total coaches
      * Competition Bronze/Silver/Gold – normally played in the Bronze level, lower middle
      * COVID impact is going to be different
      * All cost is covered by parents
  + Practice Jerseys – 45th Year as a club – Premier league jersey (March)
  + Images from previous logos and make the special jersey. (March)
* Clearances
  + DONE
  + WORKING
  + Kim to send out coaches that are delinquent and need clearances loaded
  + This is not an option and needs completed ASAP
  + **Per Nick – the group has until Thursday or they are no longer coaches and cannot participate in the club**
  + PLANNING

 Treasurer [Stacie]

* DONE
  + Ordered Paint for the fields to be delivered Monday-Tuesday
  + Uniforms came in $6k over budget – due to ordering issues with GPSA
  + Can use the uniforms next seasons – really only not off budget, but advanced the cost earlier in the year
  + Considering this, we are still on budget
* WORKING
  + Other forms of payment at concessions once available again (Will work with new concessions chair – Jen)
  + Budget report – potential review at each meeting for check point
* PLANNING
* Concessions [Chris] – suggested for removal
  + DONE
  + WORKING
    - Food trucks to Denny field potentially
    - Jen to be added as board member to take over for Chris
  + PLANNING
  + Equipment
    - DONE
    - WORKING
    - PLANNING
* Fundraising [Jaime]
  + DONE
  + Delivered all photo plaques to the sponsors: exceptions – Kretzler’s, Confetti’s, Pasquale’s
  + Sheetz very happy with TOPS soccer support
  + WORKING
  + Fundraising night with Monte Cello’s – new potential sponsor – May 5th
  + $2K currently in Spring basket orders
  + PLANNING
  + Take down UPMC sign – nothing communicated from Leagueside

Other Motions submitted

New Business:

Motion: Additional 3 Saturdays with mentors for the Jr. Referees at $165.00 total

Discussion – in favor of supporting the kids, concerns with this being an ‘after the fact’ add on cost, will continue to monitor if we don’t see benefit or if this becomes a habit of adding on. Will ask for a quote/plan and invoice. Stacie and Courtney to communicate with Mark.

Motion for $165.00 – voted and motion accepted.

Closing Comments: EVERYONE IS DOING A GREAT JOB! This month has been a rough one, but we will make it through. Remember everything we are doing and getting both positive and negative feedback on is all for the kids and keeping their ability to be on the field safely.

Motion to Adjourn – Jim, Amanda 2nd – Accepted.