

NEW MEXICO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting

August 12, 2001

I. CALL TO ORDER

Meeting was called to order at 9:26 a.m.

II. ROLL CALL

Present: Jake Mossman, Jim Redner, Bob Schryver, Debbie Doss, Beth Gooden, Jack Houston, Bill Flor, Dave Vehar, Tom Dickerson, Gary Concannon, Dennis LaDriere, Mike Oney, Brett Bradshaw, Kirsten Ulstrom, Bob Bigney, Terry Horger

Excused: Mark Paffett, Carol Rhodes

Absent: Robert Mabry

III. INTRODUCTION OF GUESTS

Mike Parsons, DCSL, Bill Nordin, DCSL, Kathy Tero, DCSL

IV. COMMUNICATIONS

- a. CANCoach – Coaching material on CD-ROM available from US Youth Soccer. Interactive CD based software/age specific. Bob Bigney will be reviewing these. Suggested price \$19.95, available as a fundraiser to local groups for \$14.95. Can be ordered online at <http://www.youthsoccer.org/>
- b. UNM request for sponsorship – UNM asking \$700 for this year's sponsorship, has been \$300 in past. The Board is interested in continuing this sponsorship IF fee is reduced to \$300.
- c. Director of Public Affairs – A phone call was received from Gary Meraz regarding his intent to resign this position. A special election will be held at the next BOD meeting on September 16, 2001 in order to fill this position whose term runs through to June 2002.
- d. Request for waiver of late fees – Late roster fee for State Cup is \$600. Two teams have requested a waiver of these fees.

Motion was made by Beth Gooden and seconded by Jim Redner to not waive the \$600 fees assessed to these two teams.

Discussion on the floor –

Proposed friendly amendment – Reduce the late fee owed by these two teams to half of the \$600 total fee, resulting in a \$300 late fee per team.

Motion passed as amended by acclamation.

- e. Camino Alto Soccer League has folded.
- f. KOZ has filed for bankruptcy. NMYSA will reclaim our DOT COM address.

V. FINANCIAL REPORT

Profit and Loss Statement was presented. We are entering a 2-month fiscal year, July 2001 to August 2001. Our new fiscal year schedule will begin September 1, 2001 to August 31, 2002.

USSF did vote and approve a \$.50 increase per player. NMYSA will not pass this increase directly to the membership at this point in time. Jake informed the board that Benemarc has decreased NMYSA's insurance rates \$.37 per player. This results in only a \$.13 increase per player, or approximately \$3000. NMYSA will budget to cover this expense this year.

VI. UNFINISHED BUSINESS

- a. Clovis affiliation – By-law updates have been suggested and requested by NMYSA. Also requested to indicate a Risk Manager on the Clovis Board of Directors.
- b. Rules revisions proposed at AGM – Rule revisions will be added to T & T manual and will be posted on the website.
- c. Rule revision 3.03.04 “Age Groups” – Rules committee will begin review and make recommendations beginning with this section.
- d. PSA Video Tape – Gary Meraz not present, Jake will contact him as to the status of this tape. NMYSA's hopes are for this tape to be used at the local level.
- e. Far West Regional Report - Good representation of volunteers from all over the state. Tournament made money. Agreement was for NMYSA to receive half of any profits. NMYSA should be receiving first installment check of \$10,000. NMYSA will also receive four (4) free Southwest airline tickets, approximate value \$12,000.

Recommendation from the committee to bid to host the 2004 Far West Regional Tournament with the probability of getting the 2005 Tournament.

- f. Proposal to disallow voting by a Board of Directors member who is also employed by NMYSA.

Questions posed regarding clarification, (i.e. all votes or votes just regarding personnel)

Motion by Jake Mossman and seconded by Tom Dickerson to accept this proposal as presented.

Discussion – disenfranchising “personnel” or “BOD”, forces voiding of a vote.

Concerns – Need to address issue of “contracted labor”.

Motion by Jack Houston and seconded by Gary Concannon to table this motion in order to invite party presenting the original proposal and Risk Management to handle “feedback” on this at the September Board of Directors Meeting.

Motion to table this proposal passed by acclamation.

VII. NEW BUSINESS

- a. Support for U17B (Bandidos) and U14G (Rio Vista Elite) that qualified for nationals –
Both teams have formally requested financial support.

Motion by Bob Schryver and seconded by Kristin Ulstrom to give \$1000 to each of these teams.

Motion passed by acclamation.

- b. Committee appointments –

- | | | |
|---------------------------|-----------|---|
| 1. Rules- | Chair – | Mark Paffett |
| | Members – | Debbie Doss
Dave Van Horn |
| 2. Protests and Appeals - | Chair – | Walter Stern |
| | Members - | District 1, 3, 5, 7
Soliciting names for members |
| 3. ODP and YOP - | Chair- | Jim Redner |
| | Members- | Carol Rhodes
Bob Bigney |
| 4. Budget- | Chair- | Bob Schryver |
| | Members- | Kristin Ulstrom
Tom Dickerson
Bill Nordeen |

Admin, SYRA, Office Admin, Director of Coaching, Director of Cups and Games.

- g. USYS Workshop – February 14-17, 2002, Atlanta. Good opportunity for board training
- h. Policy letter – Presented by Jim Redner -(attachment)

Motion by Jake Mossman and seconded by Beth Gooden to accept the proposed process for establishing policy.

Discussion – Important to have process established.

Motion passed by acclamation

- i. Renew Agreement with Bill Flor – No changes to agreement from last year.

Motion by Jake Mossman and seconded by Bob Schryver to renew NMYSA's agreement with Bill Flor.

Motion passed by acclamation.

VIII. STAFF REPORTS

- a. Office Administrator – Beth Gooden
Beth will call and offer position to part-time secretary. Office is getting cramped, will put together “wish list” to include items needed, (i.e. bigger office, office equipment, etc.)
- b. Director of Coaching – Bob Bigney
Stressed importance of establishing procedures and policies on paper. Coaching coordinators need to be aware of procedures for scheduling a course (in advance). Course schedule is posted on website. Anyone can attend, must pre-register.

Youth modules – Many changes, changes in hours, changes in curriculum. Good course – problem, not enough people wanting these courses. Requested District Commissioners work on putting groups together so that more of these courses will be held.

ODP/YOP - Tremendous opportunity to ID players. Will continue to look at ways to improve program. In regional camps thirteen (13) players were selected to regional holdover pools. Two (2) players were asked to go to a regional event. Two (2) players were asked to go to a national team event. Proposed dates for ODP/YOP – TBA.

Three (3) year agreement ends in February 2002. Will begin to initiate discussion for new agreement.

- c. ODP/YOP Administrator – Terry Horger
Presented printout of specifics concerning players chosen, etc.
Discussed positive feedback received concerning program. Stressed an effort to write down more policies and procedures.
Discussed need for travel coordination, however state association cannot afford to take such a financial responsibility with membership funds.
Various suggestions made, will be looked into. (I.e. identifier code for travel, specific ODP position for travel coordinator, grants, scholarships, tapping into our own soccer community, etc.)

Concerns regarding refunds for medically eliminated players when a replacement player “paid” is chosen. Terry will bring list of these players, replacement players and fees paid to Beth in order to refund medically eliminated players. A new procedure for refunding players will be worked on.

- d. Publications – Bill Flor
 1. Requiring anti-virus program run on all items being sent.
Suggestion to keep files current (daily)
 2. Areas of Responsibility – Can only post what is received, please advise of all changes, updates, and mistakes in timely manner.
 3. Website received 4000 hits in May. Range is currently 1500 to 2000 per month.
 4. New polices will be added to Policies and Procedures.
 5. Newsletter to go to 20 pages. Mailing date is set for September 10.

IX. OFFICER REPORTS

- a. President – written report (attachment)
- b. Registrar-
Some league discs have been received. Will be accrued for true new fiscal year. Registrar training went very well. Held training around state including in Farmington, Otero County, Hobbs, Artesia, Clovis, Carlsbad. Personal training seems to work well, can see how individual leagues work and what their particular area’s needs are.
There was much discussion with registrars and suggestions from them for the registration form being in program so that they (registrars) have easier access to them (in actual registration program, not necessarily on line).
Will look into recommendations on how to do registrar training for future

year. Will begin to gather information on how our users feel concerning registration on-line.

- c. District Commissioner –
Concerning “playing up” and development goals, consensus from leagues seems to be that the state not mandate these areas so that leagues in outlying areas can adjust NMYSA recommendations to fit their own league needs. Concern that the leagues would have “no local control”, however they do want guidance and freedom to make choices. Suggested to use wording such as “recommended” program.

X. COMMITTEE REPORTS

- a. Complex Representative- Tom Dickerson
In last two (2) years complex has made a great turnaround. Made a \$20,000 profit this year. Budget includes a projected \$10,000 profit next year. There is a major need to work on capital gains, however the governor has vetoed all efforts.
FYI – there were an estimated 18,000 hotel room nights in the Albuquerque and Rio Rancho area as a result of the Far West Regional Tournament.

XI. GOOD OF THE GAME

- a. Teams going to nationals handled themselves responsibly and represented the state very well.
- b. Carol Rhodes and Jake Mossman have started the process of nominating Virgil Lewis to the Region IV Hall of Fame.
- c. Otero County held it’s first ever tournament in February, coinciding with President’s Day.

XII. ADJOURNMENT

Meeting was adjourned at 1:15 p.m.

NEW MEXICO YOUTH SOCCER ASSOCIATION

Annual Planning Meeting

August 11, 2001

RISK MANAGEMENT –

Many changes have been adopted, mostly administrative. The key component of our Risk Management program is to provide and assure a safe environment for the players while protecting our own organization from legal and monetary risk.

Major component is filing disclosure forms. This will continue as in previous years. The forms filled out for the 2001-2002 playing year shall be **LIGHT BLUE**. The disclosure form is available on the NMYSA website. Please photocopy both sides of form, front to back. Remember volunteers must fill these out every 5 years. The Risk Management Committee is working on building a database to track volunteer forms.

Each organization is required to have a Risk Manager on their Board of Directors. This Risk Manager is ultimately the person who is held accountable for the forms being filled out and returned.

Please note that many forms are being received incomplete.

Jake spoke on the emphasis of using our coaching licensure and referee licensure to limit the individual league's risk – this is achieved by requiring a specific standard of training.

Starting September 1, 2001, referees **MUST** be assigned by a licensed assignor. This licensed assignor can be the **OVERSEER** – then others may assign games as long as the licensed assignor is aware and signs off on these games.

Assignor Clinics will be held at the AGM. This will give leagues an annual opportunity to license their assignors.

Injury Reporting-

Instructions and forms are located on the NMYSA website. These must be turned in to the Risk Manager of the league, who in turn will forward the form to the NMYSA Registrar. From there the NMYSA Registrar will file the necessary reports to the insurance company and will issue claim forms to the parents. The reasoning for turning these over to the Risk Managers is in order to alleviate any added responsibility on the league registrars, and to alleviate using the registrar as a “catch all” position.

It is very important to report injuries in a timely manner.

Definition of an injury- If in doubt, report! Not all reports result in claims, however it is much easier to remember incidents when they are reported in a timely manner. And in the event of an injury requiring a claim, there is no added burden on the family to try and get claim forms, etc.

All boards are required to have a Risk Manager. If none is specified, the duties fall on the Vice President.

Financial/Legal Risk-

If you have questions regarding the safe handling of funds, regarding missing funds, etc., Bob Schryver, NMYSA Financial Officer, is a good resource of information.

It is advised by NMYSA that each organization adopt strict cash handling procedures.

If you have questions regarding how to avoid/respond to lawsuits, there are guidelines in the Risk Management Manual, and Cindy Kellenaers is a good source of information.

The Risk Management Committee will be as follows:

Chair -	Cindy Kellenaers
Member-	Chris Ann Bell (Roswell)
	Beth Gooden (NMYSA Registrar)

The main objective of this committee will be to tighten up procedures and help individual leagues with procedures concerning Risk Management.

TOURNAMENTS-

Chevy Ryan Cup-

This tournament will continue as an “all-star tournament”. We will be switching North and South locations this year and it will be held in Las Cruces on November 3 and 4, 2001.

Sponsorship requirements – Must use the Chevy Cup Logo.

T-Shirt sales will be contracted out to a local business.

Players will receive “free” Chevy pins.

Awards- will check with Chevy on restrictions of teams “placing” and will clarify Chevy’s requirements. Would like to give trophies to teams placing 1st and 2nd, and participation medals to all players.

Tournament Director- Tentatively the tournament contact will be Dennis LaDriere until someone is designated as tournament director. The Tournament Director will directly interact with Varsity Sports and Chevy regarding all requirements of NMYSA.

There was much discussion on changing the format of Ryan Cup. Jake pointed out that at the AGM it was agreed to keep the current format for this year. A committee will be developed to devise and propose new changes for Ryan Cup.

Tournament Specifics-

To be held November 3 and 4, 2001

\$250.00 per team

Application deadline – October 1, 2001

Roster deadline – October 19, 2001

Initial priority will be given to team designated by the District Commissioner to be the “District Team”, a true district wide all-star team.

Second priority will be given to league teams – defined as a team with players from more than one league team.

Last priority will be given to Club Teams.

Tournament format will be determined depending on participation – possibly round robin format.

Maximum of 8 teams per age group will be accepted.

Application will be in the September newsletter as well as on the website.

Program – Chevy advertisement will be on the back cover. Rosters will be printed in the program. Ads will be sold from both the state office and Las Cruces in order to cover expenses. 25% of the ad rate will go to local sellers, good opportunity for fundraising. Must go to press before October 20.
Program deadline – October 15.

State association will assume the expense of the tents, porta-pottys. All expenses must be pre-approved through Jack Houston, prior to being incurred.

Ryan Cup Review Committee-

This committee will review current Ryan Cup Policy and will make recommendations for the future of this tournament through the course of this year. Their findings will be presented and voted on at the AGM by consensus.

This committee is to include the following persons:

Jack Houston – Director of Cups and Games

Bob Bigney - Director of Coaching

Jim Redner - Vice President/Youth Commissioner

Gary Concannon - District Commissioner Representative

Tide American Cup-

Tournament Specifics –

April 27 and 28, 2002

\$250.00 Application Fee

Application deadline – March 25, 2002

Roster deadline – April 12, 2002

Tide American Cup will be held at two locations, one north and one south, to be determined. Sites wanting to be host to this tournament must put in a bid and may do so prior to the October Executive Committee meeting to be held on Saturday, October 13, 2001 at 1pm at the Best Western in Rio Rancho. The state association is requesting that this tournament be held as a “recreational festival” providing our players with an enjoyable “festival” atmosphere. District Commissioners will be asking their leagues for interest in this area.

State Cup-

Tournament Specifics –

Team formation deadline – January 16, 2002

Tournament starting date April 27, 2002 through May 19, 2002

Dates/place of games will be played based on the amount of teams entered in a specific age bracket. Location of games – To be determined.

\$300.00 application fee

Application deadline – February 1, 2002

Roster deadline – April 12, 2002

State Cup Draw – February 23, 2002, 8:00 p.m.

Negotiations will begin with the complex for the date's available/cost/etc.

Las Cruces may be interested in hosting a weekend of the 2002 State Cup. If so, they will entertain a formal request in October.

Late application fee –

The following wording will be used concerning late state cup applications and will be added to the tournament manual:

“Late State Cup applications will be accepted up to seven (7) days after the application deadline. The penalty for late state cup applications shall be: One (1) day late - \$400. Two (2) days late - \$500. Three (3) days late - \$600. Four (4) days late - \$700. Five (5) days late - \$800. Six (6) days late - \$900. Seven (7) days late - \$1000. Under no circumstance shall a state cup application be accepted after 7 days past the application deadline.

Suggestion was made to consider taking all dates out of rules and replace with “as set at planning meeting annually”. The only date which must be there is the date of the AGM.

3 v 3 Tournaments-

Problems have come about due to the sanctioning of the national 3 v 3 tournaments. Tournament has been accused of letting players “play down”. NMYSA is just being used for the liability insurance regarding these tournaments. These tournaments are not following NMYSA guidelines concerning but not necessarily limited to credential check, appropriate age divisions, etc.

A policy statement needs to be adapted regarding the responsibility of the hosting state organization.

COACHING DEVELOPMENT-

Jim Redner – Vice President/Youth Commissioner

Proposals for player development/coaching education – (attached).

Additions to licensing, would like to see:

1. Referees teaching the laws of the game
2. Paramedics teaching “age appropriate” care
3. Law enforcement teaching risk management concerning appropriate conduct

Bob Bigney – Director of Coaching

Handouts – For your information – not a proposal at this time. (attached)

Coaching education- there has been confusion on how coaching courses are scheduled. Coaches must apply to course, well in advance. MANDATORY pre-registration. Forms are available on the NMYSA website.

ODP/YOP – costs and dates are in review.

Overview:

Divide into specific periods of time –

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|----------|---|
| Fall – | ID players. |
| Winter – | Dec/Jan –ODP pool training. |
| Spring - | YOP pool training. Narrow down ODP pools. |
| Summer – | Teams formed go to camp. |

STATE-WIDE PREMIER LEAGUE PLAY -
DISTRICT WIDE DEVELOPMENTAL LEAGUE PLAY -

Needs to involve coaches in order to schedule. Teams and coaches need to have input. League would dictate your schedule.

REFEREES-

The operating budget and the program budget for the SYRA will remain the same as last year.

There will be emphasis on the assessor program at tournaments around the state.

It is the individual league's responsibility for funding referee clinics.

Leagues are encouraged to make nominations for Youth Referee of the Year. Anyone can nominate, and nominations must come from the local league areas. Forms will be available and must be returned by December 1, 2001. The only criteria for a nominee are that they must be certified, and they must not be 19 before August 1 of this playing year.

There have been no formal rulings from the Department of Labor or the IRS concerning the payment of referees younger than 14 years old.

Issuing of yellow and/or red cards is to players and substitutes only, however, coaches and bench personnel can be DISMISSED. Coach does not have to be cautioned to be dismissed. There have been suggestions to drop "red card" from wording – referee association will research this and the wording made appropriate, all permissive language will be removed in order to close any loopholes.