

**NEW MEXICO YOUTH SOCCER ASSOCIATION**  
**MINUTES**  
December 12, 1999

President Jake Mossman called NMYSA Board of Directors bimonthly meeting to order at 8:27 am.

**ROLL CALL**

All executive committee members and District Commissioners were present with the exception of Robert Gonzales, who had been excused.

Also present were: Committee chairperson David Vehar, NM State Youth Referee Administrator; NMYSA staff personnel Bob Bigney, NMYSA State Director of Coaching; Donna Tatman, NMYSA Office Manager; Cindy Kellenaers, NMYSA Risk Management; and Guests: Steve Armijo, NWRGSL; Chris Paige, Special Olympics; Walter Stern, Chair, NMYSA Protests & Appeals Committee; and Kelly Adams, CPA. A total of 23 people were present at the meeting.

**Guest Introductions:**

Mr. Chris Paige – Sports/Competition Director for Special Olympics was introduced. Donna Tatman (NMYSA) approached Chris to see if he would oversee the TOP Soccer program. He has accepted and will be a pilot program. The program will focus on NWRGSL. The League can define situations. Registration will be in January and February. The program should roll into Special Olympics and be part of the Summer games.

Mr. Walter Stern – Chair of NMYSA Protests/Appeals Committee was introduced. He is excited to be “on board” and will help in any way that he can.

Bob introduced Mr. Kelly Adams who is the CPA for the NMYSA. Kelly does our books on a monthly basis and has been doing them since March 1999.

He reported that there is a difference of \$55,000 in retained earnings. This appears to be primarily in ODP Travel. He needs to amend the prior year’s 990 return. He knows that the figures as of 06/30/99 are good. The current 990 was due on November 15, 1999, but he has requested a 90-day extension.

Bob will write a procedure that will be implemented to reflect the Association’s need to better understand our fiscal posture. Each month after Kelly reconciles the bank statement, he will provide Bob with a computer disk. The disk will have that month’s financial reconciliation.

**V. CORRESPONDENCE**

- Boys ODP – to be covered by Bob Bigney in his report.
- Insurance claim – goal fell on coach.
  - Forms can be obtained from the web site.
  - Correspondence will be relayed to referee association to investigate.
- A letter was received from Silver City stating their interest in possibly organizing as a competitive club.
- Federation is concerned with the attitude at the AGM in Kentucky. There will be a meeting in January in New Orleans to discuss.
- Two states have been successful in obtaining money from the tobacco tax settlement.
  - We need to promote non-smoking education in soccer.
- ! A letter from Robert Gonzales had been received, wherein he requested a 2 to 3 month leave of absence from his duties as VP/Director of Public Affairs. The request was granted. Jake would like an interim director for this position.
- ! Snickers sent \$5,000 for having received the report for the 1999 State Cup. Bill Chambers will follow-through to see about receiving money for the previous year’s tournament.

## VI. STAFF REPORTS

- **OFFICE MANAGER (Donna Tatman)**
  - Travel Tournament Applications for out-of-state travel **MUST** be submitted to the State office a minimum of 30 days prior to the tournament.
  - 3 ODP Players from last year's pool have **NOT** paid that year's camp fee.
    - One player has paid the fee.
    - One player has turned in the player pass card.
    - The third player has neither paid nor turned in the pass card. The father of this player is also the coach of the team.
    - How to deal with these two non-payments was discussed.
    - For the player who has not surrendered his pass card –
      - **MOTION** [to put the team in bad standing if player pass card was not sent to the State] by Bill Chambers, seconded by Mark Paffett was **DEFEATED**.
      - **MOTION:** In writing, the State will request that the player pass card be turned in immediately and then outline subsequent actions that will be taken if card is not surrendered, copy to League. Specifically, this means that the player, coach and ultimately the League could be held in bad standing. Failure to resolve within 30 days from notification date could result in the entire League being held in bad standing. Clarification on "bad standing" – for the coach it means that he must surrender the player's pass card, and the player must pay the camp fee. The coach and player will be reinstated upon each having fulfilled their obligations. The monies must be paid either in a cashier's check or money order. Motion was made by Bob Schryver and seconded by Mark Paffett and **PASSED**. NOTE: club is the Rio Grande Club and is a member of DCSL.
    - Regarding the player who has surrendered the pass card. Notify the player that participation in League play is not possible and that the player could be held in bad standing.
    - For each player, notification of hearing as part of due process must be included in the letter that is sent to each.
  - ! New Mexico Slam (Albuquerque's pro-basketball team) would like to put their schedule in our newsletter. They have given the NMYSA 4 box seats for the season. If anybody would like to go to a game, contact Donna.
  - ! Regarding income budget line items:
    - Tryouts fee **CHANGE** to ODP Player Participation Fees
    - **ADD:** Adidas ODP National Tournament Fees
  - ! Regarding expense budget line items
    - **ADD** Tournament Expenses
    - a) Fee
    - b) Room
    - c) Travel
  - ! Develop an ODP Player Manual, which will include payment requirements and consequences and code of conduct. When completed, Carol Rhodes will review.
  - ! New Chevy van is in – try and get sponsorship for dealer
    - Donna will be compliance person for this promotion.
    - We need to have a Chevy Cup, which must be a recreational tournament. They were offered the Ryan Cup and this was ok with Chevy.
  - ! Credit card and VISA debit card – get one for Jake and Donna
  - ! Holiday State Office Schedule – office will be closed from December 23<sup>rd</sup> to January 3<sup>r</sup>.
  - ! Approximately 20 – 30 players from Las Cruces play in El Paso.
    - These players need to be released from New Mexico to play in Texas. Charge \$13 per player for NM State fee.
    - Registration of players requires local registration \*Acquire clarification from National USYS Registrar regarding interpretation of rule 4032 Section 3. Jake will follow-up and then handle this issue administratively.
  - ! Donna asked that all the printing be done in one location. A Request for Proposal will be sent to all the businesses with which the NMYSA has printing done.

- **DIRECTOR OF COACHING:** (Bob Bigney)
  - Bob has been contacted SCORE about providing apparel for coaching staff.
  - He would like a list of all contact persons for each of the Leagues.
  - ODP-YYOP Program updates
    - ODP – 30 to 35 players per pool.
    - YOP – up to 50 players per pool.
    - No invitations have been sent, yet. It is an ongoing process.
  - A request was made to change the fee schedule for Module 1, FROM free TO \$50.00. A **MOTION** was made by Bill Cappuccino, seconded by Tom Dickerson and **PASSED**.
  - Regional tournament will be held the end of January.
  - A request was made to each of the District Commissioners: to go to their Leagues and ask them to promote the coaching education.
  - A flyer announcing the State Coaches Symposium was distributed. The focus is to provide coaches with the tools to train and develop of the 5 to 10 year-old player. A **MOTION** was made by Mark Paffett and seconded by Lory Lawson to support this symposium. Motion **PASSED**.

## VII. OFFICER REPORTS

- **PRESIDENT:** (refer to Section V)
- **VP/YOUTH COMMISSIONER:** (Bill Cappuccino)
  - *No report.* His e-mail address has changed and will be posed on the web.
  - Jake asked that Bill Cappuccino, Bob Schryver, and Bob Bigney meet soon to discuss the budget.
- **FINANCIAL OFFICER:** (Bob Schryver)
  - Three Leagues have not paid the fall registration monies for their registered players. Lory Lawson will write them a letter requesting payment. These Leagues are Carlsbad, Pojoaque, and Lovington. It is important for these Leagues to realize that without payment to the State, if a player is injured the claim will be refused and the League will be financially responsible for the medical claim.
  - Registration monies are due within 10 days from start of seasonal play.
  - Expense report should include the budget code
    - 3007A – BOD travel, including hearings
    - 3018 – President Travel [separate travel from office expenses]
    - 3022D – Protest & Appeals
  - ! Change 602 heading from YOC to Ryan Cup
  - ! Add legend to reflect new name corrections which will more accurately reflect account
- **SECRETARY REPORT:** (Kathy Armijo)
  - **MOTION** made & seconded to accept minutes with amendments as noted. **PASSED**
- **VP/DIRECTOR OF PUBLIC AFFAIRS:** (Robert Gonzales)
  - *Excused absence.*
- **REGISTRAR:** (Lory Lawson)
  - Player does not need to sign tourney roster.
  - Regional states roster DOES require player's signature. Forms are green
  - Jake and Bill Flor will assume responsibility for purchasing State's database.
  - Las Vegas still owes back registration fees in the amount of approximately \$900.00.
  - Gallup owes back registration fees in the amount of approximately \$1,620.00
  - League registrars need to send the current disk to the State office.
  - Brett Bradshaw asked if there had been any correspondence mailed to the Leagues that owe money. Dave asked if there was any penalty for last year's registration data. Cindy Kellenaers

read from the USYSA By-laws. We will follow their rules (page 17, By-law 251). Effective immediately, Leagues will be notified that they are in bad standing.

- **DIRECTOR OF CUPS & GAMES: (Bill Chambers)**
  - Bill commended Rhonda on running a good Ryan Cup.
    - A parent filed a criminal complaint against coach on a youth referee. South Texas handled this.
  - ! A Tournament Coaches report form needs to be filled out for each tournament. Form is on the web site.
  - ! 2001 Regionals have been moved to fourth Sunday in June.
    - There will be a short opening ceremony.
  - ! NM State Office will be handing all regional travel for State Cup. State deadline is 5 p.m. on February 12, 2000. Donna will make arrangements at Wyndham hotel to accommodate coaches dropping off their applications.
  - ! State Cup drawing will be held in March. ADD to State Cup application: revised questionnaire regarding last year's place.
  - ! Bill has Las Cruces site director for State Cup, but no one for American Cup.
  
- **DISTRICT COMMISSIONER: (Lana Chambers)**

## VIII. COMMITTEE REPORTS

- ! Rules – Clarification on registration of players playing in another state.
- Jake read out of USSF 4063, Section 2 40.94 – Recreational definition.
  - Donna will order new USSF Rule books for Board members.
- Risk Management – Cindy Kellenaers resigned as chairperson. She will dedicate more time to risk management, and design job description for each board member's position. Cindy needs contract from office. She will work with State office on injuries. Disclosure forms are now on Cindy's database. Jake has asked Cindy to investigate the increased abuse of youth referees.
- Regarding compensation to sites for hosting tournaments.
  - **MOTION** made by Bill Chambers to compensate sites. \$2 per shirt sold, and \$1 per pin. Seconded by Lana Chambers. **PASSED**
- ! Tide will provide \$5,000 for American Cup.
- ! No bids have been received for the American or State Cup designs or prices.
- ! 2000 Fall Workshop is at the Hilton. Donna will handle Friday and Saturday social.
- ! Carol Rhodes is the director for the 2001 Regional Tournament, which will be held at the Soccer Complex.
  - Jake requested \$20,000 performance bond. Contract fields are available and \$10,000 fee for hosting tournament.
- ! Jake attended referee meeting on Saturday, December 4<sup>th</sup>. He read report, and will e-mail it to Board members. Jake also requested the State Director of Referees attend the NMYSA February Board meeting.
- ! NM State Youth Referee – Dave Vehar stated that an assistant instructor could host a class as long as an instructor oversees.
  - Total of 26 classes.
  - Approximately 350 new certificates were given.
  - To schedule a clinic, contact Paul Mix via e-mail at [mix@flash.net](mailto:mix@flash.net)
  - Clinics have been completed in Deming and Las Cruces.
  - There will be a clinic in Farmington in February.
  - Gallup has been approved to have a second clinic.
  - December 15<sup>th</sup> is the deadline for submittal of recommendation for Youth Referee of the Year.

## IX. UNFINISHED BUSINESS

- ! Request for increase salary for office administrator due to increase of job duties. The Executive Committee's recommendation is to increase salary by \$5,000 per year, retroactive to October 3<sup>rd</sup>,

commensurate with new job duties. **MOTION** to accept Executive Committee's recommendation was made by Bob Schryver and seconded by Lana Chambers. **PASSED**, unanimously.

- ! Newsletter
  - Links to sponsors
  - Link to USYSA
  - Bill Flor would like to change form and size of newsletter. A **MOTION** was made by Bill Chambers to accept this request. Seconded by Tom Dickerson and **PASSED**.
  - Articles for January were discussed.
  - Donna will assist Bill with getting ads for newsletter.
- ! State Cup fee will remain the same (\$300.00 per team).
  - Scheduled by site director.
  - Request 3 referees on each field.
  - Bill is working on referee policy.
- ! Procedure for New Affiliations
  - Initial call to NMYSA office.
  - Call forwarded to Jake, who will in turn ask Donna to mail information.
  - Meet with District Commissioner.
  - Then meet with Bob Bigney and Donna Tatman.
- ! Out-of-State ODP –interstate player release form needs to be completed.
  - Expenses need to be paid within 90 days.
  - Spouse tickets paid for in advance.
  - Unused tickets are to be paid for by individuals.
- ! Ryan Cup 2001
  - District Commissioner – have each League pick a weekend.
- ! Committee members planning on going to Philadelphia must call and confirm by January 5<sup>th</sup>.

## **X. NEW BUSINESS**

### **GOOD OF THE GAME:**

- NAIA, good coverage in Journal. Complex made profit of about \$800.00
- \$450,000,000 for land and water in New Mexico.
- Ft. Lewis College, 2<sup>nd</sup> place in NCAA finals.
- Four Corners will host U12, U13, & U16 Knock-outs.

Next meeting: February 12 & 13, 2000

ADJOURNMENT at 4 p.m.

Respectfully submitted:

Approved:

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Jake Mossman, President \_\_\_\_/\_\_\_\_/\_\_\_\_

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Kathy Armijo  
Secretary, NMYSA