

**Sabattus Recreation Club**  
**Annual Meeting**  
**January 10, 2016**

**Members Present:** Deb Whitaker, Amy Sheehy, Shelly Wheeler, Josh Adams, Robert Michaud, Chad Drouin, Devon Delano, Deb Delano, Bob Levesque, Justin Valliere, Randy Pelkey, Stephanie Pelkey, Aaron Wright, Rod Cote, Laura Clifford, Christine Oliver, Dan Dion, Pete Letourneau, Claire Surette, Jon Mennealy, Michelle Barker

**Members Absent:** Lindsay Lovering, Jeff Saucier, Mary Dillman

**Members Excused:** April Harris, Chad Richard

**Board Meeting**

Stephanie Pelkey, Board Chair, called the meeting to order at 6:03pm

**Bylaws:**

Bylaw committee met on Thursday, Bylaws have been approved. Posted on the website. Directors will be able to get them at the end of the meeting. Please read them so that you know as directors and members what we need to enforce. Only 4 people on bylaw committee.

**Election of New Board Members:**

Board of Directors, three people have expired terms. Claire Surette, Justin Valliere, & Chad Richard are up for new terms. Nominations:

**New Members:**

Aaron Wright nominates **Chad Richard**, Robert Michaud second. PASSED

Stephanie Pelkey nominates **Justin Valliere**, Aaron Wright second. PASSED

Shelly Wheeler nominates **Debbie Delano**, Steph Pelkey second PASSED

Deb Whitaker nominates **Pete Letourneau**, Shelly Wheeler second PASSED (After Chad Drouin stepped down for presidency)

**Vice Chair nominees:**

Stephanie Pelkey nominates Justin Valliere, Chad Drouin second – PASSED

**Election of Officers**

**President :** Deb Whitaker nominates Chad Drouin -- Pete Letourneau second. All in favor: PASSED

**Vice President:** Stephanie Pelkey nominates Deb Whitaker – Josh Adams second. All in favor: PASSED

**Treasurer:** Aaron Wright nominates Amy Sheehy – Stephanie Pelkey second. All in favor: PASSED

**Secretary:** Stephanie Pelkey nominates Shelly Wheeler – Aaron Wright second. All in favor: PASSED

**Board Meeting closed at 6:16pm**

## **Sabattus Rec Monthly Meeting – January 2016**

Chad Drouin called meeting to order at 6:22pm

Stephanie Pelkey motions to accept annual summation report, Pete Letourneau second, All in favor: PASSED

Stephanie Pelkey motions to accept secretary report, Randy Pelkey seconds, All in favor: PASSED

Stephanie Pelkey motions to accept treasurer report, Debbie Delano second, All in favor: PASSED

### **New Business:**

#### **Plowing:**

Dan Aceto - \$60/storm, additional fee for more than 12 inches. Officers made the decision in December. In the future, perhaps take bids earlier in October/November. Shelah kept same rates as last year for ProCut to mow the fields – but didn't officially put anything out to bid for mowing. Should we put it out to bid every year? Pro-Cut – originally got the job through a bidding process. Should SRC put RFP in paper? ProCut agreed to keep discounted rates because it's the recreation club.

#### **Audit Committee Meeting:**

December had the annual meeting: Deb Delano, April Harris, Christine Oliver, Amy Sheehy. Miscellaneous still in the negative, taking 10% of registrations isn't enough. One idea is to separate NYSCA – take extra amount from registrations. Perhaps a flat fee instead of a percentage for each registrant? Bucky's CMP should come out of softball since they are the only program to use it. Pleasant Hill is used by all – May/June/July extra cost due to concessions in baseball. Website and background checks could go up in cost.

#### **Website Update:**

Robert Michaud has been doing a great job on website, some options have been investigated. Online registrations have been through Blue Sombrero – free. The website that we've looked into is Sport Ngin. Maine Hockey teams use it. Some of the things offered are individual permissions for the entire website. You can block treasurer reports from parents, etc... team pages for each team, where coaches can manage. App can alert them – notification of changes. When account is created, parents can be notified via email or text or both. Notify directly to facebook if you choose. Currently, it's clunky to get around website and text entire teams. Admin for NGIN has help center and support contact. Direct contact with an account manager and set up if we choose to go forward. Roster tabs, you can filter registrations into each sport. Coaches and directors can create their own teams through the platform. If there are still paper registrations, director can go in and input info. Code of Conduct can be online, parents can sign with electronic signature. Cost increase -- percentage for online transactions – dependent upon the number of transactions – cheering would be about 3.6% plus \$1 – about the same as Blue Sombrero. Options for payment – they can pay in full, pay in part, or mail in check. Sports that have shirt sizes as an option, you can add it in to your registrations. You can print out report for sizes, etc... New registrations can send notifications. Cost for NGIN platform is \$595/year or

\$60/month. Three payment options for setup and design. One is free – or you can do 1 time setup fee for \$500, or pro can do it for \$1200. The background check process is going through PYS – not at county or state level. Ngin works with Blue Line Background Checks – county checks for \$15.95. One admin would know that it's flagged. They connect you with a member of blue line services for checks. See dialogue below with SRC webmaster.

**Bob:** Changes the entire website. A lot of benefits to the new system. Easier access by directors, more people to use the website platform. Lack of consistency between communications, this streamlines the process. My only concern: One sport – how do they handle multiple sports and multiple seasons? Setup process for each? Perhaps training for directors so that they take ownership of their sports – each director can update their own sport or team. Google calendar is an interesting solution, how does game scoring work? In general, Bob would support moving to Ngin – would make his life easier.

**Deb:** Possibly setup “a minimum” from directors – then setup training.

Expectations need to be CLEAR – and agree and stick to it. Parents can get notification through an app. Different levels of access need to be clear.

**Deb. D makes motion to move forward, Bob Michaud second, All in favor PASSED**

Discussion: Cost \$595/year – divide it among 10 sports - \$60/sport. Bob thinks he can handle the setup – fixed percentage per fee would be passed on to parents.

Cost -- \$60/year for Ngin, \$50/year scholarships, \$180/year – NYSCA \$1060 for 2015. Separate NYSCA from miscellaneous. How do we handle this? Background Checks \$15.95/check (county level). Maybe a flat fee is more fair – NYSCA, background checks, website, CMP, plowing, mowing. Baseball will pay the extra CMP in the summer months.

**Each Program:**

\$50 – scholarships

\$180 – insurance

\$60 – website

\$5/registration

**Middle School Baseball Conditioning Program:**

Conditioning program for grades 6-8 baseball/softball under the umbrella of rec baseball. Gym is reserved from 2-4 from January 31 – March – no camp during Feb. break. On Sundays at OHMS. Depending on the number of the kids, he would do 2 one hour sessions or a 2 hour session. Free for kids. Skills program – not necessarily “conditioning”. He spoke with Jim Palmer doing through OHHS – but he needs insurance. He contacted the SRC to make sure that he could work with us to have insurance through us. NYSCA certification and background checks - -and players would still have to sign waiver. Perhaps if it goes well we can open to other ages. Space could be an issue – we could separate sessions. Stephanie P makes motion to give permission to run a baseball and softball program – Laura second. Any discussion? PASSED.

**Meeting Attendance: (New addition to agenda)**

New Policy \*\*\*\*\* Updated through bylaws – Director attendance: every single director mandated to be present at January and May. Every other meeting one director per program present – not an officer. Additionally – some programs only have one director (exception of running) -- we need to find another for the program. Maybe Shelby or Ames Dennis would help or be a director for Softball.

### **Old Business:**

1. Budgets – by February. The sooner the better. Fair play policies, email them to Deb. W so we can add to the appendices.
2. Athlete Sportsmanship Policy. We have a code of ethics – but nothing to provide discipline if an athlete breaks the policy. Draft needs to be reviewed that we can vote on as to a ladder of discipline consequences. Chad requests to table this until he can come up with something using his experience at the HS level. Bob motions to table the discussion, Stephanie second. PASSED
3. NYSCA & Background check compliance – Updated in bylaws – everyone needs to be NYSCA certified, \$20. Sports specific is \$5. Field Hockey and Wrestling are not on as sports – a high school or college coach needs to do a 45 minute presentation. Maybe Josh could do the NYSCA presentation, he was initially certified as wrestling in NYSCA. Background checks – because we need to do at the county level – those who have completed that needs to complete again.
4. Tractor Update: Tractor is sold – no bill of sale? Receipt needs to be documented. Sales tax?
5. Program Updates:

### **Basketball:**

Chad Drouin steps down as director; Laura Clifford steps down as director (end of season)

One more director to work with Christine for the remainder of the season. Chad nominates Pete Letourneau, accepts nomination – Aaron seconds. All in favor: PASSED

Basketball Budget: Stephanie motions, Pete second, all in favor: PASSED

Everything is running well – lots of kids. Two years in a row with strong numbers. 116 currently, with 18 on travel. All teams are happy, but hard to find coaches at the beginning of the season.

### **Cheering:**

Underway – competitions coming up. Father/Daughter dance on Feb. 6, biggest fundraiser. Buying new uniforms for youngest squads. New mats are in. Cash calendar fundraiser is done, made almost \$1000.

Josh makes motion to accept budget, Randy second, all in favor: PASSED

### **Wrestling:**

Meets started today in Massabesic. Kids did very well. Cash calendars have been passed out for fundraising. Budget needs to be adjusted for additional costs.

Fairplay will be emailed.

### **Softball:**

Nothing to discuss – registrations will be open soon

**Baseball:**

Chad Drouin steps down as director, Laura Clifford steps down

Pete nominates Devon Delano, Stephanie second, all in favor PASSED

Chad thinks two directors is enough for baseball – maybe equipment manager and snack shack manager. Registrations are out.

Baseball budget will be tabled until Babe Ruth can add their input.

Fairplay will be emailed – Dan will email Babe Ruth Fairplay.

**Lacrosse:**

Aaron nominates Mike Shannon as director for 3/4/5/6 program, Bob M. seconds

All in favor: PASSED

Meeting to discuss all of the roles within the lax program will be soon

Aaron is equipment manager –

Fairplay policy will be emailed

Laura motions to accept budget, Randy P second, All in favor PASSED

**Football:**

New camp format – Rob Goucher is supposed to get helmet info about recertification soon

Looking to purchase new PeeWee jerseys for next season

About \$1500 came in memory of Steve Labbe. Football directors sent flowers to his parents and fiancé.

**Field Hockey:**

No budget yet, fair play will be emailed

No update

**Soccer:**

Not present

**Running:**

Budget is presented with additions due to changes in tonight

Jingle Jog went well on Dec. 23. Reflective gear at night. Didn't get DD community fundraiser mugs.

Wednesday nights around 10 people. A few good races that we participated in this fall – pictures are coming out spreading the word about the rpgoram. This spring (April) – Pleasant Hill – scrabble scramble for the kids. 8-10 different stops, earn a scrabble letter. At the end, spell out the longest word with their letters (with help for the little ones). Free. Discuss times with baseball.

Stephanie motions to accept running budget, Aaron seconds, all in favor: PASSED

Before you leave, take copy of Bylaws.

**Adjournment**

Chad Drouin adjourned the meeting at 7:42pm.

DRAFT