

# Blaine Youth Football

Board Meeting Minutes  
March 12<sup>th</sup> 2014 7:00 PM at BBC

## **Board Members Present**

Ken Downey, Brian Koste, Darrell Colman, Scott Sandberg, Jim Ristow, Eric Hargrove and Heather Erickson

## **Board Members Absent**

Troy Steinmetz

## **Advisory Members Present**

Jessica Villa

## **Advisory Members Present**

Tom Develice

## **Community Members Present**

Paul Peters and Doug Berends

## **Secretary Report**

- Minutes approved from last meeting
- *Action items*
  - o Check on BYF monthly meeting sites availability and site for next board meeting 3/23

## **High School Relations/Player Development**

- No info on March BHS Football Clinic Coach Develice absent
- Goal is for 1 director per grade level
- *Action items*
  - o Scott to start making contact with potential grade level directors
  - o Check in with Tom on March Clinic
  - o Scott to write up something to advertise or promote grade level directors

## **Referee Report**

- Ken has talked to Dave Wisniesk Officials they are interested in giving us a quote but they will need more information from us
- Doug Berends gave us another name of a company Wilson??
- *Action Items*
  - o Ken will continue to research and make contact with companies and get estimates of cost
  - o Ken will also get references from companies – what other cities do they officiate
  - o Ken will report again next meeting

## **Treasurer Report**

- Board spending permissions
  - o Board voted and accepted that board members needing to purchase items for BYF before the next meeting for approval may use email for the vote to accept spending of any purchase of \$100 or more
- Initial Budget
  - o See initial budget hand out
  - o All numbers are a guesstimate as of right now but we should be close no solid past numbers
- Acquiring league insurance
  - o Quotes from USA Football and AYF - general liability about \$6500 - \$7000 per year
  - o \$100 rider per year cover all board members \$175 rider per year cover theft of equipment
  - o Coverage will be set to start before first practice 7-1-2014
  - o Brian would like to check with a friend for quote
- Acquire PO Box
  - o Eric set up a PO Box at the post office by Target
  - o 2 keys will go to Eric and Heather - Ken and Darrell have access to pick up mail
  - o Cost for PO Box is \$100 per year for the smallest option – reimburse Eric
- Set up Bank account
  - o Need to have 501(3c) set up before we can acquire bank account
- Status on 501(3c)
  - o Need a bank account or money to start process
  - o Eric went thru legal zoom to expedite 501(3c) progress this will cost about \$800
  - o Eric willing to front the money to BYF with reimbursement when bank account is established
  - o Board voted and approved Eric to start the 501(3c) process thru legal zoom pending a call to Lori to see what she did – should have pending status by 4/1/14
- *Action Items*
  - o Eric will supply a budget balance sheet at every meeting
  - o Brian to check with friend for an additional insurance quote – report 3/23
  - o Eric to continue to work on bank account status and report back on 3/23
  - o Eric to continue to work on 501(3c) status and report back on 3/23

## **TCNYFL Report**

- Brian reported that he talked with Jim Hanson. TCNYFL is a very loose non-organized group. They meet in May and July.
- Board has agreed that the more contact we have with TCNYFL the better
- BYF wants to play like minded community
- Ability to request that we not play certain teams and/or communities – can be done grade by grade
- Last year BSLPAA paid TCNYFL \$2725 – that is this money used for
- 7<sup>th</sup> and 8<sup>th</sup> grades pays championships tournaments but have never participated
  - o If we continue to not participate do we get \$\$ back
- Do we have other options for scheduling games??
- *Action Items*
  - o Brian to continue contact with TCNYFL
  - o Brian to attend meetings in May and July – Dates??

## **Equipment Report**

- Quote for Jerseys
  - o Many options for jersey, prices range from \$20 - \$35
  - o Returning jerseys every year for reuse or letting players keep jersey – very divided on this topic need to discuss farther
  - o Can we use leftover jerseys from last year for a grade level??
- Quote for Pants
  - o It was decided that we will have different pants for different grade levels - No pants for flag
  - o Still need a decision on integrated or nonintegrated pants
  - o Many options ranging from \$12 - \$35
- Quote for Shoulder Pads
  - o Options available range in price from \$30 - \$44
  - o Right now there is a buy 12 get 2 free deal for the mid-range shoulder pads thru???
  - o Motion, vote and accepted that Darrell go ahead and purchase 50 new sets of shoulder pads, Darrell to decide on sizes
- Quote for Helmets
  - o Need 8<sup>th</sup> grade helmets - Blue
  - o Need to discuss purchasing new and recertification of current helmets
- New Youth Helmet regulations
  - o NOCSAE's standards for YOUTH specific football helmet which are in process of being drafted and currently under review are calling for a maximum allowable weight on helmets. This weight would be 2.8lbs. NO existing youth helmet except for the SG and Riddell Attack –I helmets meet that criteria. Info can be found at NOCSAE Certification Standards website.
  - o This change is being recommended to start in 2015
  - o Youth is defined as children up to age 14
- *Action Items*
  - o Finalize pants
  - o Finalize jersey flag and tackle
  - o Order new shoulder pads
  - o Order First Aid Kits
  - o Order Footballs
  - o Need to get a count of jersey and sizes to help make decisions 3/16 at shed 6-7 pm

## **League Communication**

- BYF Facebook page up and running and BYF Website up and running
- All other discussion on this topic tabled until next board meeting
- *Action Items*
  - o Advertising, Signs and Public relations in schools
  - o Do we consider participating in Blazin' Blaine 4<sup>th</sup> of July parade
  - o Advertise in the Blaine High School Football Program
  - o Find out when school carnivals are, have our BYF there – ASAP Flyers

## **Fundraiser Options**

- Jim provided many fundraising options (see handout) a few are listed below
  - o Pull tabs
  - o Bagging groceries at cub
- Blaine Youth Football Kick off Day
  - o Scrimmages
  - o Raffle Drawings
- CLP Graphics (Eric) has made up door clings, sticker and flags for us to give to BYF sponsors
- Whose building is the concession stand at D1 and D2??
- Velocity Training Day
  - o 90% back to BYF
  - o Day set for April 5<sup>th</sup>
  - o \$20 for a hour of training
- *Action Items*
  - o Board members review fundraiser letters Jim has prepared and get back to him with your feedback
  - o Jim to research gaming license for pull tabs (ongoing but not urgent)
  - o Decide on Sponsorship levels
  - o Advertise in the Blaine High School Football Program (sponsors)
  - o Find out about building at D1 and D2
  - o Email blast about signing up for the Velocity Training Day – ASAP
  - o Velocity Training Day Posted to BYF website and Facebook page

## **Registrations Planning**

- Registration opening date tentatively set for May 5th
- Registration closing date tentatively set for July 14<sup>th</sup>
- Flag Registration will be held open longer
- June 15<sup>th</sup> is the final day for early bird registration
- Jessica Villa nominated and elected Registration Director - Jessica appoints Amy her assistant
- The board approves Jessica's appointments
- Head Coach to receive a discounted registration fee
- \$20?? Multi player discount
- Scholarships
  - o Recipients must qualify for free or reduced lunch
  - o Typically 5-10 full scholarships given
  - o Typically 10 – 15 partial scholarships given
- Ngin charges us 3% plus \$1.50 to register and pay online
  - o Is there a different option
  - o Do we pass this fee on to parents registering?
- *Actions Items*
  - o New Registration flyer
  - o Check with Jessica for update
  - o Research different option for registration payments

## **League Planning**

- Blaine Field Usage Fees
  - o City of Blaine charges a fee of \$10 per player fee that is standard for all organizations. As for other teams playing on city of Blaine fields – the city has not charged them as a courtesy to us and TCNYFL. They do the same for fall baseball. It keeps the accounting simpler compared to billing a per hour fee that would be \$30 per hour that we use for each field. If we wanted to eliminate non Blaine teams playing on our fields we would need to coordinate that with the schedule for TCNYFL.
- Discussion about appointing a Player Safety Officer
  - o Board agrees this would be a good person to have available to the board
- 2014 MN Football Clinic
  - o Available to all coaches
  - o Email Coach Develice to be put in the BHS list to get in free for the 3 days
- Other action items tabled until next board meeting
- *Action Items*
  - o Commissioner roles and Director roles
  - o Research for use of lighted practice fields possibly outfield of baseball fields
  - o Darrel to make contact with Dr. Jason Byers to be Player Safety Officer

## **Next Meeting**

- Next Board Meeting Sunday March 23<sup>rd</sup> at BBC from 7 - 9
- Monthly meeting dates 2<sup>nd</sup> Sunday of each month

## **Action Items for Future Meetings**

- Team Formation model
- Clocks on the fields