

**LYTFC Board of Directors
Meeting Minutes
June 28, 2015**

Attendees:

Tom Porell, Jackie Sagl, Steve Reidy, Lanette Sundquist, Kurt Landfors, Fran Richards, Lisa George, Monique Beganski, and Liz Hoenshell.

A.) Treasure Report

- **Status on Park and Rec Accounts:**
 - Lanette met with Sharon. We went from having \$2,000.00 to now having the \$25,000.00 we thought we had.
 - Lanette has withdrawn \$7000.00 to pay for last year's ref fees.
 - They have not deducted for field maintenance, approximate cost expected at \$6000.00, of that flag is estimated at \$2000.00.
 - Tom raised concerns because the practice fields are a disgrace and they have to maintain the alumni field for high school athletics.
 - Park and Rec also seeking payment for 2008 flag. We agree to pay because they waived fees from \$5800.00 last year to \$2500.00- to make us go away.
 - So instead of owing them \$7500.00, we now owe \$4250.00. Moving forward we should have better accounting to avoid similar problems.
 - We should have around \$15,000.00, including current registration fees. The middle of July fiscal year 2015 ends should have more accurate number at the next meeting.
 - Expected expenses: \$3500.00 central Mass, cheer sneakers, shirts for flag, tackle dummies, socks, and \$1100.00 fees for registrations.
 - Petty Cash account: started with \$3000.00, replenished with \$7000.00: we have given deposits for band and hotel, another one to come up. We also paid for signs.
 - Change bylaws to take out "subcommittee" area- not specific or they could take anything over \$10,000.00.

B.) Central Mass Meeting Update

- Fran attended on behalf of Littleton.
- Binders for insurance sent out, we talked about having a copy for reference purposes to see how or if it impacts our umbrella of coverage- Tom will get a copy.
- Trouble with AYF site, rules updated but nothing else.
- They said there budget was low; they encouraged strongly getting payment in on time.
- They want to make sure contact info correct- Jackie has sent several times.
- They would like updated bylaws.
- Currently have only 2 of 4 bids for past season.

- Cheer coach's clinic on July 18. Orchard Hill \$30. Jackie waiting on more information to see if something that would benefit Littleton.
- Kurt mentioned a vote to have LYTFC foot bills for coach's clinics and requirements. We passed a vote and agreed to pay.
- Regionals/ Locals music to be submitted ahead of time.
- Spirit Rule Book available- Jackie will purchase one copy.
- Fun Comp- we are divided now by North and South- some confusion on whether it will be Saturday or Sunday.
- Football- new tackle shore- comes from Pete Carroll & Seahawks- a shorter version.
- All head coaches ASAP certification- Jackie will send Liz more information.
- Waivers for out of town need to be in by August 1- we have an Ayer family who are school choice in and must be signed off on by both leagues.
- They would like books done before Jamboree- recommend bringing them up. They will make time slots available.
- The number of changes for both football and cheer need to be submitted. Jackie and Tom will take care of that.

C.) Equipment

Status on inventory list:

- Current inventory: 21 hand shields, 5 agility bags, 2 black round agility bag and one big yellow agility bag that is not usable.
- The helmets and shoulder pads will be dropped off at Fran's this week.

First Aid List from Liz:

- Liz spoke with Denise Moniz; we should not be "treating" any injuries with Neosporin, ace bandages, etc.
- Liz will get an itemized list together for Fran to have. Since the coaches already have their First Aid kits, we will just give them what is missing. Moving forward we will collect everyone's at the end of the season and restock before next season.

Tackle Dummies:

- Tackle dummies were approved for four at \$300 each. Fran to find out if we can be billed or send a check.
- Tom wants a raised agility ladder- approximately \$300- Fran will look into.

Stripes & Numbers:

- Stripes and Numbers- decided \$1000.00 to much money. Lanette and Liz to cricut some ideas, possibly a paw with numbers cut out of center.

Equipment Distribution List:

- Sunday July 19 from 1-4 Equipment Pickup for football. This will be held in multi purpose room: following Sunday will be back up.
- Fran would like coaches to assist. Instead of team times, he would like coaches to work 1- 1.5 hours.
- Tom suggested getting a Riddell rep to help with sizing. If not maybe they could send some guidelines for fitting the boys.

- Tom will send an email to coaches to request help.
- Mike Lynn- orders socks and we pay him- he gets percentage back which benefits the high school team not us. For 108 socks we paid him \$954.00.

New Coaches Shirts:

- Coaches Shirts- Jackie and Monique to work on- Football needs 12, Cheer numbers to be decided. Will need to get sizes from coaches.

Other Equipment Needs:

- Tiger Suit- Maria Beck is storing in her cedar closet- will get to us. We all voted Jon Sagl to be the official mascot ☺
- Lisa will sell extra items for Monique at fittings, as she will be away.
- Need to order footballs- base order on size limits for different games.
- Lanette will look into hook issue on bungees for cheer mats.

D.) Registrar/ Web:

Registration Number Update:

- Kurt sent email earlier with specifics.
- Flag progressing have 32 now- usually 50% come in last few weeks.
- 26 families- approximately \$5000.00 outstanding- Park and rec will update Kurt. He will send a reminder that no uniform pickup without payment in full. No exceptions.

Signs Decision:

- Signs went up and another set to go up.
- Kurt disappointed in text size but hard to see when ordered.

Status on Baseline Testing:

- Concussion baseline testing- model does not fit us, does not make sense to do it.
- Kurt to send an email to see if we can get \$300 or a portion of it back.

Other:

- Four scholarships out- table discussion for the 19th because it has to be built in the bylaws.

E.) Flag/ Tackle Football

Flag Football:

- Nothing at this time.

Tackle Football:

- There are currently three teams.
- Third and Fourth grade players notified there was no team.

Status on fifth grade head coach:

- No need now based on three teams.

F.) Cheer

- Looks like we will have four cheer squads. Cheri Lefebvre has stepped up to take on head coach of Mighty Might's.
- Should bows be considered part of the uniform- we voted and decided yes.

- The approximate cost for all squads will be \$625- LYTFC will cover cost.
- Coach certifications will be sent to us- Jackie will forward information to Liz.
- Elite Team- we met as coaches and decided to be conscientious observers this year and to look into it next year to see if it is a fit for Littleton.
- Not many signed up for Cheer camp- Jackie will confirm dates/ times and send out.

G.) Fundraising

Big Fundraising Event:

- Date: October 24, 2015. Cash bar and food concessions.
- Raised \$3000.00 so far, Workers credit Union came in with \$1000.00. Lisa will be handling business solicitations if you want to reach out to someone check with her to make sure she has not already done so.
- Do not use Park and Rec Tax ID #, wait for our tax id number. It will be effective as of postmark date; if we use theirs then we have to give them the money.
- All contracts are signed.
- Lisa has established a website.
- No raffles at event instead do a 50/50.
- The band did not think it was a great idea for meet and greet raffle, they engage the crowd so you would be raffling something with no value.
- Expected expense around \$8000.00.
- Patriots signed helmet maybe one raffle item.
- Lisa may be able to get UPS guys to use as ushers.
- Still figuring out tickets: they will be sold through website but have to make sure able to track.
- 950 max number of tickets to be sold, Fire code allows 1000. General admission no reserved seating.
- Not selling anything until September 1.
- We will need 15-20 volunteers.
- After Lisa posters are printed she will need some help to get them put them up in surrounding towns.
- September/ October bake sales will happen. No car wash.

H.) Apparel

- No updates at this time.

I.) Concessions

- No updates at this time.

J.) Next Meeting Dates and Times:

- Next meeting July 19th at Littleton Police Station- Primary focus will be bylaws.
- August 9th at Littleton Police Station- open to general public to discuss bylaws.

K.) Other

- Liz tabled the childhood cancer awareness conversation.

