



Hillsborough Soccer Club

Subject:	Hillsborough Soccer Club Board Meeting Minutes
Date & Time:	July 17th, 2019; 8:00pm
Location:	Caffe Piazza
Attendees:	Niles Johnson, Becky Mercurio, Ralph Manrique, Joanna Robison, Shawn Pierson, Robert Sutton, Toni DiPaolo, Jessica Freund
Non-Attendees:	John Ciccarelli, Konrad Madej, Shakeel Muhammad
CC:	Club Website (www.hillsboroughsoccerclub.org)
Scribe:	Rob Sutton

MEETING MINUTES

1. Welcome and Introduction

- a. The Board Meeting was called to order at 8:20 PM
- b. Appointed Jessica Freund to open position Director of Coaching
- c. Need to create a document to define the roles and responsibilities of the Parent Manager and the Team trainer.
- d. President and DOC to finalize the role of the trainer to schedule games

2. Secretary's Report – Rob Sutton

- a. Policy documents need to be updated - Financial assistance document with the formula on how to calculate and update the Sibling discount policy to reflect the current year
- b. Create club calendar for internal board members and coaches and one external calendar for external members (parents of players)
- c. Update emails for the club including removing email addresses that are not used and adding an email address for the ..???

3. President's Report – Niles Johnson

- a. Complete NJYS survey and list APEX and their address on the general liability COI
- b. Message to club and parent managers that referee fees have to be collected and paid directly to the referees for each game.

4. Vice President's Report – Ralph Manrique

- a. Attended MNJ meeting;
 - i. Approached APEX with MNJ to host festivals; need volunteers for Field Coordinators and Scheduler
 - ii. Approach Apex about partnering to host own Festivals

5. Coaching Director's/Technical Director Report – Niles Johnson (Interim) & Konrad Madej

- a. Team formation continues
 - i. Konrad to reach out to players who have not registered for the 05G and 04G teams

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- ii. Board to reach out to MNJ (Tom Finn) to understand when we can withdraw the team and receive a full refund
- iii. Konrad and Jessica to draft a message for Rec to send out to their membership soliciting players for HSC
- iv. Welcome email for teams - need to get out in July
- v. Niles Johnson to reach out to Bridgewater Soccer to get club discount and registration for the Bridgewater tournament
- vi. Communication to HSC base on important dates -- first week of practice, start date of the season, practice days, and Bridgewater tournament

6. Treasurer's Report/Work Bonds – Toni DiPalo

- a. Toni transitioning to Treasurer
- b. GotSoccer no longer being used for Financial payments; everything is through Stack
- c. Create a work bond biller and email parents and coaches (\$100 per family)
- d. 2 x \$100 gift cards to Catered Affair will be given to DPW for support with fields
- e. Referee Fees need to be reconciled and collected from team coaches - Niles has reconciliation sheet from Adam; Niles to send out to coaches

7. Registrar's Report – Becky Mecurio

- a. YDP - need to communicate to parents who are due a refund on what to do with the money (Niles Johnson)
- b. President to give the go ahead to register completed teams in Stack

8. Ways & Means Report – Rob Sutton

- a. Target Grant has been submitted
- b. Modell's fundraiser will be sent out again
- c. Picture day will be in Fall 2019; new vendor will be used
- d. Crazy Raise fundraiser - set launch date in September
- e. Dine Around committee chair identified

9. Communications Directors Report – Joanna Robison

- a. Continue to work with Stack to update website
- b. Update Team Snap on team formation

10. Field Directors Report – Ralph Manrique

- a. Apex will have 3 turf fields ready in the Fall;
- b. Bubble is ready for mid-December
- c. Working with APEX to procure two weekday nights for half of the turf from 5:30 - 7:30 pm
- d. Need to find storage for our goals
- e. DPW looking to expand the parking lot and will increase the size of the parking lot

11. Equipment Directors Report – Shawn Pierson (in transition)

- a. Need to collect equipment from coaches - an email will be sent to coaches for equipment collection. Establish date and collection time
- b. Need to hand off balls and cones to new Equipment Director

12. Meeting adjourned at 11:16 PM - Becky Mercurio, Ralph Manrique (2nd).

THE MEETING MINUTES ARE MEANT TO REFLECT THE ITEMS DISCUSSED AT THE MEETING. IF CORRECTIONS ARE REQUIRED, PLEASE ADVISE THE DESIGNATED SCRIBE IN WRITING WITHIN FIVE (5) WORKING DAYS FROM RECEIPT. IF CORRECTIONS ARE NOT RECEIVED, THIS WILL STAND AS WRITTEN AND ASSUMED TO BE ACCURATE.