

**Mississippi Coast Special Needs Soccer Assoc.  
Meeting Minutes**

*May 19, 2012*

*Board Members*        Allen Pilcher, Patti Wilson and Lynn O'Neil

*Present:*

*Next meeting:*        June 19<sup>th</sup> 2012 @ 6:30

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**I. Announcements and Discussion**

**Previous Minutes:** Previous minutes were reviewed and approved by everyone present.

**Previous season:** We discussed items left over from previous season. There were 2 photo packages left that Patti was handling and we only have a few certificates left over from the military volunteers who helped last season.

**Financial report:** Latisha was not present however she prepared the financial statement. The members present **did not approve** the financial statement. This is due to areas like, equipment, uniforms, AGM and workshops, and miscellaneous having amounts that are not broken down to show where the monies went. Allen will get with Latisha and see if we can get further clarification and breakdowns on specific areas. There being no further business from the previous season, it is now closed.

Allen passed out the by-laws and policies for everyone to review.

Yekuno called at 3.34 pm and said he would not be able to attend as he is at work. He asked that the minutes be emailed to him.

Everyone reviewed the by-laws and there were no changes. Everyone present approved.

**Policies:** Volunteer coordinator position was reviewed. It was decided that since the Vice President is in charge of all field duties and volunteers, to change the position to Volunteer Recruiter. The volunteer recruiter will answer to the vice president on all volunteer matters and will assist in recruiting volunteers for the league. Patti will write up the position duties for the policies.

**Fundraiser/Sponsor Coordinator:** the change was made in the last sentence to say that he/she would assist with the purchase and delivery of the plaques.

**Sponsor letter:** Our sponsor letter was revised. The Helping Hand scholarship fund was removed and a "Sign Sponsor" was added. This description will also be added to the policies.

**Field Commissioner duties:** Will be added to the policies. Patti will write the job duties for this position. This will help clarify what the field commissioner is responsible for and assist in smoother operations during the season.

**Gate Keeper:** This was decided by the executive board as a requirement that is needed while we have any players present in any area we play at. This is to ensure we have someone responsible that will ensure no child or participant leaves the area without proper escort or parents and will help in keeping our players safe. Patti will write up the duties for this position. **Note: this is not a board position, but can be filled by a board member if necessary. This area can be filled with anyone that the board of MCSNSA deems responsible.**

**Volunteer duties:** we felt it is necessary to also have the volunteer duties added to the policies. This along with the other duty descriptions will help in everyone understanding what he/she should be doing both on and off the fields.

No other areas of the policies were changed. Allen will update the policies as soon as Patti writes up the above duties and descriptions then send them to Lynn for addition to the web page.

**Volunteer form/registration form and photo release:** changes were made to the forms to update the cell phone carrier fields to explain why the information is needed and to avoid confusion. The photo release form signature blocks were updated as well.

Patti proposed the league cover reasonable amount of money to build shelves in the storage shed he purchased, and to run power to connect building. Allen buys building: benefits from improvements. Allen needs to figure needs and submit estimate. Allen needs to order more brochures from USYS.

Allen and Patti spoke at the Orange Grove Rotary last week. It went very well. Several good contacts were made as well as other area Rotary clubs.

We discussed the website changing over. Maria Dacus has offered training for the new site. We will set Lynn up to be trained. Lynn is to get with Maria and arrange a time. The website is three years newer with upgraded software and should be easier to use. Allen will have Lynn add the new files to the site once finalized.

Allen was asked by the City Council of D'Iberville to attend the council meeting on 19 June 2012 at 3:30 pm. From information provided we should be receiving a check from the city.

**Score Contract:** Score Sports submitted a new contract for 2012, 2013 and 2014. Score provides our uniforms and equipment needs at a lower contracted cost. The contract was approved by all present.

Academy Sports submitted a contract for a sign sponsorship. This contract states that MCSNSA commit to 2 in store registrations and also put a sign on our playing fields. In return MCSNSA receives \$250.00 in monies and \$323.24 in equipment (balls, shin-guards and bags) Contract was approved by MCSNSA.

Sponsors:

- Dailey Equipment \$200.00 web sponsor
- Watts Power – says committing
- Biloxi Regional - \$225.00 team sponsor
- Civitan – said in budget to sponsor this year
- Keesler Federal CU - \$225.00 team sponsor
- Northrop Grumman – contacted
- Orange Grove Rotary – contacted
- Nolan Battery – said was coming back
- Susan Rubio – IP casino/Treasure chest – showed interest
- Lighthouse Ped. – gave verbal commitment.

Patti will work on flyer to be ready in time for beginning of schools.

**Open board positions:**

Secretary  
Volunteer Recruiter  
Registrar  
League Referee  
Adult Coordinator

Allen will handle all registrar duties and attend training in Jackson until a new registrar volunteers and is approved.

No other business was discussed.

Next meeting Tuesday 19 June at the FEB Conference Room at 6:30 pm

Meeting adjourned at 5:15 pm