



# AMERICAN YOUTH SOCCER ORGANIZATION

Burlingame AYSO | Section 2 | Area N | Region 63  
P.O. Box 1212, Burlingame, CA 94011  
[www.burlingameayso.org](http://www.burlingameayso.org)

[Approved by Board 8/9/22]

## BURLINGAME AYSO BOARD MEETING MINUTES - DRAFT

### Meeting of the Board to administer 2022 Season in the time of COVID

**DATE:** July 11th, 2022, 7:30pm-8:45pm

**LOCATION:** A Zoom with a view

**PREPARED BY:** Nick Skelton

#### Attendees (in black; absent in gray):

- Jamie Russo, RC
- Alex Wong, Treasurer
- Duff Beach, Coach Trainer
- Andrew Haskell, Coach Admin
- Niki Armstrong, Ref Admin
- Todd Weller, Ref Admin
- Jean Gordon, Registrar
- Gary Rainville, Uniforms
- Thad Gavin, Equipment Coordinator
- Trent Wright, CVPA
- Jim Brogan, Safety Director
- Bill Clifford, Webmaster
- Nick Skelton, Secretary
- Adam Glass, Spring Fields Coordinator
- Aleks Krumins, Winter Select Coordinator
- Duff Beach, U16/18 DC
- Neil Chalasini, U14 DC
- TBD, U12 DC
- Adam Glass, U12DC
- Jacquie Haggerty, TBD
- Christina Tsui, U10 DC
- Christine Brown, U7/8 DC
- Rhea Rampel, U7/8 DC
- John Pulsen, TBD
- Rick Sandor
- Kerry Landram
- Lorie Rakstins
- Arijs Rakstins
- Gretchen Lindberg
- Travis Watts, PhotoDay
- Kim Sodini, PhotoDay

1. Call to Order - meeting called to order at 7:30pm; attendees as listed above.
2. Adopt minutes from May meeting ([link](#))
  - a. AW propose; CT second; all present approve
3. RC Reminders and updates
  - a. Agenda here: [link](#)
  - b. See pre-read notes here: [link](#)
  - c. LiveScan booth - see details [here](#)
    - i. AH: do we need to pre-register or just show up?
      1. JR: Yes! Fill out forms ahead of time, then it should go really fast
      2. Via details on AYSO site
      3. Burlingame should appear as one of the locations
      4. Can also go to other areas
    - ii. AH: do we need a separate space for LiveScan in Rec Center?
      1. JR to figure this out
    - iii. UPS is not working out at all locations
      1. they need specific AYSO-compatible equipment
      2. JR working on options; Belmont works fine
    - iv. AH to send out notification to all coaches

1. coaches meetings and LiveScan + SafeSport details
  2. CC all Dcs on this for follow up
  3. Use template for referees too
  - v. PhotoDay
    1. going with new local vendor (recommended by KS)
    2. September 25 main PhotoDay
    3. October 16 makeup day
    4. JH to make sure we have Washington Park booked
    5. TBD: Buddy photos
4. Registrar (JG)
    - a. 1008 players registered (vs. 1037 last year) - still time to register!
    - b. Will keep registration open but later players will get wait-listed if not enough coaches
    - c. U12 teams almost full
    - d. 19UB now full ( incl. 3 from SM)
  5. Coach Admin (AH)
    - a. critical time for coach recruiting; emails for specific divisions etc.
    - b. Will tap into Burlingame Coaching Alliance (e.g. two teenage coaches + 1 parent; need to be ≥18 to be an official coach; enthusiasm from the Board to work with BCA). AH to work on email to announce Coach's Meeting. DCs follow up to make sure parents show up.
    - c. Four coaches with UK Socca; Need to find housing for them.
  6. DC reports
    - a. 19U/16U: SM may not have enough girls; we can accept them. AH can take care of it. They can also register to play in B'game. 29 for 16UB so far; 13 for 16UG. e can give scholarships for SM players if needed.
    - b. 14U: (NC) coach recruiting going OK (almost enough for 4B and 3G). Hard to get training (GG is not working out). Each team has at least 1 intermediate coach. Ask Area for more support (other than GG)? Some options in southern CA (shorter and better run?)
    - c. 12U: 8B and 6 G teams so far; coaches in good shape
    - d. 10U: Need more B teams (~14 teams of players; only coaches for 8-10. Better shape for 10UG. Need to work the parents - AH will work with CT on email blast.
    - e. 8/7U: 8 teams for U8 and 6-7 for U7. Struggling for 8UB coaches. Need to work the parents! CB not worried at this stage.
  7. Treasurer's Update (AW)
    - a. Annual expenses being paid (e.g. storage locker)
    - b. Sterling background check payments not going so well; no longer connected to BlueSombbrero. AW to talk to Trent. JR to ask Area how it should be handled. LR: current system asks if you want to pay (personal CC) or charge to the organization.
    - c. JR: Invoices from Scores came through (partial uniform order); JR to forward to AW (AW did not receive it).
  8. Ref report (TW)
    - a. Off line CVP discussion; save till next meeting
    - b. Ref will coordinate with U10 coaches meeting to get the word out
    - c. Regional Ref training has been scheduled
  9. Equipment (GR+TG)
    - a. Fall uniform orders placed
    - b. Need anything else for older teams?
    - c. Q. do we need new flags for Osberg? LR: no, we are all set.

- d. Q. (JBB) what to do with old uniforms? He has a collection. AW: we can fedex to a non-profit and they will distribute; will try to find contact. Also ask TG.
10. Field Prep (LR+AR)
- a. Q. can we get new balls for U5 and U6 with a different pattern from 7/8U balls. Current set is  $\geq 3$  years old and we keep losing them. We need 40 total (coaches do not keep them).
  - b. Still looking for more volunteers to help with field set up (6:30 AM start). 14 volunteers on the initial list; many thought it was U16/19 set up; 5 left + Todd. Could use more volunteers. CVP points for 10U teams?
  - c. Initial lining at Washington by City. Cuernavaca and Village done by AR and LR. Need to train new volunteers to do this. Plan to do it early Saturday 7/30 8AM at Cuernavaca; Village will be done on a weekday morning.
  - d. LR wants 5 minutes at U7/8 and 10U coaches meeting - Coaches responsibilities for break down fields (they should delegate to parents). Also helpful to have DCs send email reminders to coaches who have last game of the day.
  - e. LR also willing to do scheduling for games at Washington (U5-U8)
11. Safety (JB)
- a. Reconvene the Safety Committee to discuss how we want to handle COVID this season (e.g. review positive test protocol). NC to send a draft based on current School district policy.
12. Website (BC)
- a. no update
13. Field Coordination (AG)
- a. LR also willing to do scheduling for games at Washington (U5-U8) (Lori has the program for doing it from Bob!)
  - b. Locking the goals - we are responsible (AYSO rules). City took this on but the person responsible is no longer in the job. We need new locks at many fields. Need to raise with teh city ( they may be liable). Also need to coordinate with BSC.
14. Winter select and Spring League (JR for AK)
- a. no update
15. AOB
- a. no update

MEETING END (at 9:06 PM)