



# 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 4/16/2024]

## BURLINGAME AYSO BOARD MEETING MINUTES - Final

**DATE:** March 11, 2024, 7:30pm-8:29pm

**LOCATION:** Zoom

**PREPARED BY:** Nick Skelton

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

- Jamie Russo, RC
- Alex Wong, Treasurer
- Duff Beach, Coach Trainer
- Andrew Haskell, Coach Admin
- Todd Weller, Ref Admin
- Ben Wylie, Ref equipment
- Jean Gordon / Adam Glass, Registrar
- Yohan Hartanto, Equipment Coordinator
- Thad Gavin Regional Coach Admin
- Jim Brogan, Safety Director
- Jacquie Haggerty, CVPA
- Bill Clifford, Webmaster
- Greg Bell, Marketing
- Nick Skelton, Secretary
- David Hackos, Fields Coordinator
- John Paulsen, Winter Select Coordinator
- Duff Beach, U16/18 DC
- Neil Chalasini, U14/U12 Girls DC
- Adam Glass, U12DC
- John Paulsen, U12DC
- Christina Tsui, U10 DC
- Gretchen Kindberg, 10UDC
- Christine Brown, U7/8 DC
- Eric Pan, U4 coordinator
- Doug Mitarotonda, 8U DC
- TBD, 4U/5U/6UDC
- Lorie Rakstins (U5/6 coordinator)
- Jean Gordon (U5/6 coordinator)
- Arijis Rakstins - Fields
- Rick Sandor
- TBD, PhotoDay

1. Call to Order - meeting called to order at 7:40 pm; attendees as listed above.  
Agenda is [here](#).  
Pre-read items are [here](#).
2. RC Reminders, updates and hot topics
  - a. 12U teams going to Western States Tournament in Irvine this weekend. Teams visited the Burlingame City Council meeting this week to be honored.
  - b. Burlingame AYSO set up on Slack - notifications to be sent out to the board
  - c. Winter season wrapped up; waiting on payment from 6 people.
  - d. Spring Season teams are enrolled. 5U-8U practices start 3/18; UK Socca to organize but will need some parent volunteers on game days. Matches have been scheduled. Coach training has been completed (2 sessions - thanks NC and DB)
  - e. JR working with AW for Spring budget
  - f. Special committee to organize for 50th AYSO anniversary in 2025 - plan a community engagement event. JM to work on recruiting (Bryant?). GK: include this in email announcing Fall online registration.
3. Registrar (JG + JR)
  - a. Spring Registration complete

- b. Fall registration starts in April (15th?). Q. Should we start online registration earlier? Yes. AG to work on a plan.
- 4. Coach Admin (AH)
  - a. NC: for next year consider a hybrid 10U / 12U coach training for spring so that U10 coaches will be ready for the U12 fall season.
  - b. AH: have a coach training at WCA kick off session in the early fall (field session to get them certified for 10U)
- 5. DC reports
  - a. Winter Select
    - i. first16u / 19U
- 6. Treasurer's Update (AW)
  - a. May want to discuss how to budget Spring season for 2025
    - i. balance some of the costs over Fall season
    - ii. Ask players to commit for a full year?
  - b. Let AW know if there are any unexpected budget items for 2024 Fall season
    - i. prepare in April-May; approve in June
- 7. Ref report (TW)
  - a. TW to organize Referee Training for Spring Season. Trained refs will still count as "new refs" in the fall session (wrt earning volunteer points etc). TH to recruit some Intermediate refs to help out with training sessions (get more people familiar with training). Avery (Area Ref trainer) considering intermediate online training.
  - b. TH: Hillsborough provides all intermediate refs with a different colored shirt. Should we do the same? This means that ref teams of regional and intermediate will not be in the same shirt color (not a problem)
- 8. Equipment (GR+TG)
  - a. AH: thanks to Yohan for the new practice goals at Murray - very helpful.
- 9. Field Prep (LR+AR)
  - a. no updates
- 10. Safety (JB)
  - a. no updates
- 11. Website (BC)
  - a. no updates
- 12. Field Coordination (DH + AG + JR)
  - a. no updates
- 13. AOB
  - a. (DM) Feedback on UK Socca coordinator role during the Fall season.
    - i. 3 coaches; Coordinator created schedule
      - 1. start with younger teams early in the season (bigger impact for plates and coaches)
      - 2. make sure older teams get attention later in the season
      - 3. Individual coach requests
      - 4. Teams with practices on Friday did not get any UK Socca time
    - ii. complex spreadsheet to organize
    - iii. gSheets to provide timesheets for coaches

- iv. Lessons learned
  - 1. Email all coaches every week with schedule; need a better way to send region wide emails
  - 2. hard to deal with field allocations and coach times (unified view across fields); need a schedule (including fields) that is viewable by all
  - 3. manual assignment balancing is hard to get away from
  - 4. figure out how to make timesheet completion easier
  - 5. Prefer that UK Socca coaches do not coordinate directly with coaches
  - 6. How to manage budget better (we ran out of budget)
  - 7. Avoid having UK Socca coaches traveling between fields
  - 8. Can we document what drills UK Socca set up for general use by all coaches?
- v. Other feedback
  - 1. LR: do not need all three coaches at saturday morning U6/5 session; have third coach attend games
  - 2. LR: do not need UK Socca coaches for the last 2 weeks of season - parents should take over.
  - 3. UK Socca goalkeeper training is really helpful
  - 4. Need another UK Socca coordinator for the fall
- b. (TG) - can we ask UK Socca to also find time to run goalkeeper clinics as part of Fun Fridays?

MEETING END at 8:59 PM.