

Minutes
Executive Board Meeting
November 28, 2023
Virtual via Webex

Present: Rachael Borromeo, Abby Duffy, Chris Grine, Michael Hill, Mark Hopkins, Scot Jennings, and Matt Vidic

Absent: TJ Suchevidich and Eric Kowalski

Guests: Tim McCoy and Terry Eguaoje

- **Call to Order** – Ms. Borromeo called the meeting to order at 6:30 PM and verified attendees. Declared there was a quorum.

- **Minutes of EB Meetings**
 - Upon duly made motion by Mr. Hill and second by Mr. Hopkins, the Board approved the following resolution, *RESOLVED that the minutes of the April, May and June 2023 Executive Board meetings be approved.*
 - Mr. McCoy will continue to record the minutes of the Executive Board meeting. Ms. Borromeo will record the minutes from August and November 2023. The EM Minutes will be shared and approved at the next Executive Board meeting.

- **Items For Action**
 - **Ratification of Executive Board Email Votes since August 29th** – (1) Update Financial Policy (8/29/2023), (2) Vote to confirm Tom (TJ) Suchevidich as Director of Assignment (8/30/2023), (3) Vote to confirm Trevor Hadick as State Director of Assessment (9/13/2023), and (4) Vote to donate \$10,000 towards the victims of the Plum tragedy via Plum Soccer Association (10/2/23), Ms. Borromeo motioned to approve the results of the votes. Mr. Hill seconded, the Board approved the results of the email votes.
 - **Ancillary Employee Insurance (EAP)** – Reviewed RFP Excel Spreadsheet/Financial Summary. Based on the information presented and considering the 6 full-time employees, Mr. McCoy recommends Hartford. Hartford is the best value and also more responsive than Guardians.
 - **Veo Agreement (see attached)** – Mr. McCoy sent out information via email regarding the program. For every 10 Veo's purchased by the membership using PA West's \$200 discount program, Veo will award PA West \$1000. This is a 3 year deal through 2026. Outside counsel has reviewed and has no issues with the agreement. A motion was made by Mr. Hill to support the program, Second by Mr. Grine. Board approved the Veo agreement.
 - **PA West Committee Assignments (see attached)** – Additional committee assignments need to be filled. Finance, Budget and Referee Abuse are filled. Mr. Kowalski chairs all 3. The Referee Abuse Committee also includes Mr. Grine and Mr. Eguaoje. Ms. Duffy volunteered to chair the Nominations Committee for EB openings. Ms. Borromeo volunteered to chair the Scholarships Committee. Mr. McCoy also volunteers for that committee. Mr. Grine volunteered to chair the Amendments Committee. Mr. Hill will also volunteer for that committee. Mr. Hill motioned to approve the committee appointments, Mr. Grine seconded, the Board approved, and the motions passed.
 - **Asset Disposal** – A vote was needed to confirm authorization for Mr. McCoy to sell the association's Hyundai Sonata to Meineke for \$400. It's been sitting at that location for some time. Mr. McCoy needs the association's letter of authorization in order to sell the vehicle. Mr. Grine motioned to authorize Mr. McCoy to sell the vehicle, Mr. Vidic seconded, the Board approved and the motion passed.

- **VP-Youth**
 - Mr. Grine indicated that there was no final number for youth enrollment. However, strong numbers were seen at the younger age groups.
 - Noted that referees are still a concern to cover both youth and adult league games.
 - President's Cup for U12-U14 was held November 10-12th, 2023. 63 teams competed. Nine different fields were used.
 - Tops Program grant awarded from Cigna to help with the program.
 - Award banquet is scheduled for February 3, 2024.

- **VP-Adult**
 - Mr. Hill indicated that the adult league gained 2 more teams. Mr. Hill indicated that there are approximately 70-80 teams in the league.
 - A photographer was present for the Over 30s, 40s and 50s games. Will use those photographs for social media.
 - General Meeting will be held in January.

- **Director of Coaching**
 - Mr. Eguaoje stated that the advanced courses (C and D license) are going well.
 - Aiming to grow the Grassroots courses in the Mountain and Lake regions, in touch with Club Presidents in those areas.
 - Looking to host a B license course in 2025.
 - Additional requests from local clubs to host coaching courses. Will be adding two more educators (not permanent staff).
 - Updates on the Soccer for Success afterschool program will be provided later as more information is gathered.

- **Executive Director – State Office**
 - Mr. McCoy provided written reports. Nothing more to add from the submitted reports.
 - Mr. Vidic had a few questions related to the Monthly Data Spreadsheet. Concluded that in order to have a general idea for revenue, some clarification and edits to the spreadsheet are required. Mr. McCoy to follow-up with staff to improve the document.

- **Treasurer**
 - Mr. Kowalski was not present at the meeting.

- **SRC**
 - Mr. Jennings stated that the number of referees increased by 31% (1507 total referees for 2023). 178 completed the online course. Twenty-nine (29) new referee sessions have been held.
 - Trevor Hadick will be a fantastic resource as State Director of Assessments and a referee coach for regional referees. He will be able to provide assessments.
 - Looking to add more referee coaches as well. Mr. Jennings is eligible. Justin from WV has also been helping with coaching.
 - Also completed a couple of regional referee fitness tests.
 - Erin Cook has been a great resource in the State Office.
 - Mr. Jennings mentioned that golf shirts had been purchased for each referee mentor so they will stand out.

- A Google form has been created to nominate the young male/female referee of the year for PA West. Want to complete earlier next year, so our candidates can be considered for the National programs/scholarships.
- Referee Calls are held on the 1st Tuesday of every month.

- **New Business**
 - Employee Compensation and Performance Review Process was discussed. Further discussions will be held in January 2024. Any raises to full time employees will be retroactive.
 - Mr. McCoy indicated that the annual financial review began last week (November 20th, 2023).
 - Mr. McCoy discussed upcoming changes for SafeSport that were discussed at US Soccer's Annual Member Meeting in Chicago. Mr. McCoy also indicated that PA West may be eligible for federal government funding for special program (up to \$2 million).

- **Unfinished Business**
 - Mr. Hopkins raised a question related to old SRC assets. 50% of assets were to be distributed to the adult league and 50% to the youth league. Question if there were any assets remaining (~\$50,000).

- **For the Good of the Game**
 - None presented.

- **Adjournment – 8:00PM**