

# ***Budd Bay Rugby Football Club Board of Directors Meeting Minutes***

**October 10, 2008  
Sorem Family Chiropractic  
4631 Whitman Lane Lacey, WA 98513**

**I. Call to order**

Dan Smith called to order the monthly Board of Directors meeting at about 6:30 on October 15, 2008.

**II. Roll Call**

The following board members were present: Dan Smith, Melissa Fritcher, Monti Sorem, Rachel Doyle, Kyle McKown, Casey Kilduff, Debbie Lainfiesta

Trevor Anderson and Mike Steenhout were absent.

**III. Approval of minutes from last meeting**

The previous meeting minutes were approved.

**IV. Member Comment**

No member comment was made.

**V. Officer Reports**

a. President

No report given.

b. Vice President

No report given.

c. Secretary

Melissa discussed taking a more proactive stance in getting the match reports from team representatives.

d. Treasurer

Dan provided the treasurer's report for Mike Steenhout.

As of 10/13/08:

- The account balance is \$7,012.73
- There were 10 open invoices totaling \$861.44 for the women's team. Casey reported that Oriana Lewis never became a member and should be removed from the list.
- The men's team had 20 open invoices totaling \$1,755.00

The budgets were reviewed. Smith reported that the official budgets were not completed in the software for 2008, so the forecasted numbers are incomplete. The important numbers are the ones in the "actual line"; those figures that represent the current income and expenses for the current year.

The budgets for 2009 have been based on current expenses and are complete.

e. Fields Coordinator

Kyle is coordinating fields for the fall.

Armory is \$22 an hour and is available 4-6 Thursday and 6-8 Friday.

Knox gym is \$25 an hour.

Darryl would like something 6-8 indoors. And would like separate facilities from the men. Dan would like one day indoors and one day outdoors. Kyle requested firm training dates, as indoor space is very limited, in some cases only on Friday night.

Practice starts the week of January 15<sup>th</sup>. Casey thinks that Friday practices are ok as long as there isn't a game on Sat. Melissa suggested a Saturday or Sunday practice on weeks without games.

Dan and Kyle will attend allocation meetings for Lacey (in November), Tumwater (in January), and Olympia (in January).

f. Senior Team Representative

Rachel has been collecting dues. We discussed the issue with the ref being told the wrong time for the women's game vs seattle u.

Craig Parish (the president of the Referee Society) has been lax in keeping the schedule up to date and allocating refs for the women's team matches. The women's game was on and then off the schedule. The refs that switched didn't communicate the time change. In the future before we change a game time we need to confirm the refs and the field.

Dan will follow up with the president of the union and request the sirs confirm they have received the match appointment and relevant information.

g. U-19 Team Representative

Dan reported that after a conversation with Trevor Anderson, both agreed that Tom Cusack would be an asset to the club as U19 Representative. Dan said he spoke to Tom about his interest in the position and Tom is happy to serve the club. The Board discussed the roles of the U19 Representative and a motion was made to accept Tom Cusack as U19 Representative. All were in favor of the motion.

h. Directors-at-Large

No report given.

## VI. Open Issues

- a) Forever Strong Follow-up - Kilduff  
No update given.
- b) Sponsorship Options – Lainfiesta  
No update given.
- c) Website Updates – Fritcher  
No update given.
- d) Outstanding Invoices – Smith  
Smith has sent out individual invoices to all members with open balances. He stated that instead of a 30-day calendar on the 1<sup>st</sup> of the month, he would send them out the week of the Board meetings. He will also send those without complete contact information to the Team Coordinators for collection.
- e) Youth Team Integration – All  
Tabled
- f) Youth Clinic Program Planning – All  
Tabled
- g) Alumni Program Development – All  
Discussion on possible events to take place over the next few months. Debbie Lainfiesta reported that she was very interested in organizing the first annual “Winter Formal” in January. Monti Sorem and Rachel Doyle offered to assist.
- h) Member Benefits – All  
More discussion was had about what benefits could be given to members who've paid dues and are in good standing. Dan reported that a deal could be brokered for a subscription to Rugby Magazine. This was discussed with a majority agreeing to not pursue this due to costs of the subscription.  
  
Several members suggested a letterman-like program in which patches, pins, or stickers are given for each year of membership in good standing. Direction was to look at patch alternatives. After the first full year as a member (in good standing), the member would receive a club crest patch. For every year after that, each member would receive a “bar” or rugby ball patch with the year. Smith stated he would look into options.
- i) Newsletter Update – Fritcher, All  
The first draft of the newsletter is due by Dec 1.
- j) Trailer Update – All  
Monti offered to front holiday massage tickets for the women's team to try and sell to get the money for the trailer. Casey will follow up with this and look at possible dates during the Winter break to hold an event.

- k) Inventory Logistics – All  
No update.
- l) Charitable Organization Preferences – All  
It was suggested that the club could pursue a possible connection with the Kiwanis Club. Many members like the concept of working with Habitat for Humanity as well. A decision on what to do was tabled for the next meeting.  
  
Smith reported that he would review the reporting requirements with the IRS for charitable work Budd Bay is required to perform as part of the 501c3 certification.
- m) Senior Team Rep Duties – Smith  
Tabled for an individual meeting with the team representatives.

**VII. New business (30 minutes)**

- a) Disciplinary/Alcohol Policy – Smith  
Smith read the disciplinary/alcohol policy. It was suggested that these policies be rewritten so that the penalties for the U19 and adult teams follow the same format. It was also suggested that each player be required to sign a player code of conduct before each season.
- b) Concussion Policy – Smith  
Smith read the concussion policy and after much discussion it was decided that Monti Sorem would rewrite the policy so that the club is legally protected.
- c) Coach Recruitment – Smith  
The board discussed an offer by a South African rugby player to assist in coaching Budd Bay. We weren't clear on his expectations of the club if we decided to accept his offer. Also, this is a legally sensitive subject and we were advised by Darryl Chantry and Pete Sullivan not to put anything in writing. It was decided that we couldn't offer him any sort of relocation assistance and that we would only be open to considering his offer if he managed to relocate himself.
- d) Dues Policy Update – Smith  
Smith read the dues policy. There was a discussion about when to enforce dues requirements. Next season players must make some effort to pay dues (as in payment plan) before they can play. Coaches must be on board in support the administrators.

**VIII. Next Meeting Date – November 24<sup>th</sup>**

**IX. Adjournment**

Minutes submitted by: Melissa Fritcher, Secretary