



# *Budd Bay Rugby Football Club Board of Directors*

## *Meeting Minutes*

August 19, 2009

Tumwater City Hall, 555 Israel Road SW, Tumwater, WA 98501

6:30 p.m. – 8:30 p.m.

### I. Call to order

Dan called the August meeting to order at approximately 6:30pm. The following board members were present: Dan Smith, Chris Cousins, Erin Louis, Tom Cusack, Kyle McKown and Monti Sorem. Debbie Lainfiesta, Mike Steenhout and Amanda Haines were not present.

The following members were present: Pat Norton, Paul Bornemann, Jerry Quirke, Quigg Davis, Alex Goff and Casey Kilduff.

### II. Athletes & Head Injuries – Presentation by Dr. Monti Sorem

Monti delivered the coaches and administrators educational workshop on head injuries. Smith reviewed state law requirements and the Club's policy on concussions.

### III. Member Comment

Pat Norton provided the board with an updated expectations list for consideration in respect to the proposed Barbarian field at the Norton's. Revisions include removal of tax write-off expectation for the Norton's and all previous expectations of the Boys for development and operational assistance. Cost reimbursement for irrigation, lights and clubhouse cost for \$65/month remain, as well as expectation for write-off for businesses donating goods and/or services. Pat also provided copies of a draft liability agreement between the club and the Norton's and a liability waiver for all the users of the field.

Smith stated that there are still some concerns surrounding Budd Bay's involvement with the development and operation of the field. Dan will be meeting with an attorney in the coming week to discuss concerns and will report back to the board with findings, if any.

### IV. Approval of Minutes

The minutes from the AGM were reviewed. Pat Norton recommended a revision to reflect a discussion on the Barbarian field. Smith stated that he would include that information. The minutes were approved as amended.

### V. Open issues



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### A. Director Reports

In Debbie's absence, Jerry and Chris provided an update on the senior teams. Both appear to be going well and attendance is up. Casey added that it would be nice to coordinate as many home matches as possible with the Union schedulers.

Chris Cousins reported a successful relationship with a new t-shirt printer – Mini Budget. Cousins ordered a number of shirts for the Bandits kickball tournament.

Smith provided a brief financial update, reporting the following cash balances as of 8/19/09:

Primary checking: \$11,977.85  
Chase Credit: (\$790.05)  
Vision Fund savings: \$750.00

### B. Savings Acct

Smith reported that the vision fund savings account has been opened and \$750 has been deposited.

### C. Quicken Update

Erin reported that there are a few options for sharing the financial information; however each are relatively expensive. Erin will continue reviewing options to refine communications.

## VI. New business

### A. Calendar of Events

Smith reviewed the calendar update functions of the web site using the log-ins with the individual emails. Smith requested that the Team Representatives work the coaches and team coordinators to get all team events included in the calendar updates to help with coordination.

### B. Fundraising – discussion tabled.

### C. Absenteeism

Smith provided an overview of a request to develop a policy on board member and administrative attendance. Brief discussion followed; Chris Cousins volunteered to develop draft policy on absenteeism.

## VII. Other business

### A. Board Member Responsibilities

Smith reviewed the Roles & Responsibilities with the board, requesting they provide updates to him as necessary to record actual duties.



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### B. Women's Team Travel

Casey reviewed upcoming women's team needs for travel, requesting the board authorize funds to offset travel costs. After brief discussion, the board agreed to approximately \$1,500 from the Bandits account, dependent upon a financial review.

### C. Board Resignation

Smith reported that Mike Steenhout, former treasurer and recently elected to the Member-at-Large position, has resigned effective immediately. Smith thanked Mike for his multiple years' service; his participation will be very missed.

### D. Shorts Order

Smith reported that the club needs to replace an order. The shorts will cost approximately \$8 more per pair this season, costing ~\$800. Dan asked if there were any concerns with using the same style as last season. The board authorized Dan to place an order for ~50 Gilbert shorts with Budd Bay RFC embroidered on the leg.

## VIII. Adjournment

Smith adjourned the meeting at approximately 8:35pm.

Minutes submitted by: Dan Smith