

Minutes

Budd Bay RFC Board of Directors Monthly Meeting

January 25, 2004

6:30 PM

“Board Room”

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| Meeting called by: | Board of Directors |
| Type of meeting: | Regular monthly meeting of Budd Bay RFC BOD |
| Facilitator: | Nikki Housh, Treasurer |
| Note taker: | Bill Slosson, Secretary |
| Timekeeper: | n/a |
| Attendees: | Officers: Marc Grandle, Bill Slosson, Nikki Housh, Dan Smith Members: Trevor Anderson ABSENT : Tim Housh, Chris Cousins, Social Chair (Sheafe/Frost) |

Time Allotment **Agenda topics**

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| 10 minutes | Fields Coordinator's Report | Dan Smith | |
| Discussion: Field allocation is tight for this spring/summer. Many school district fields will be closed all spring for repairs, forcing Lacey Parks to move everyone around. Bush Park is no longer available for matches. | | | |
| Conclusions: Dan is handling our allocation requests and the requests of both U-19 programs. | | | |
| Action items: | Person responsible: | Deadline: | |
| Approach Home Owner's Assoc. re: using Bush | Dr. G | Next mtg. | |
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| 5 minutes | Social Coordinator's Report | Bill Slosson | |
| Discussion: Mike Sheafe is absent from tonight's meeting. Socials are taken care of for all scheduled home matches. Tim got feedback from AGM that having the first Buffalo Ball after the '05 AGM would get good attendance from other PNRFU clubs. Tim will work with Amy Drackert on having AGM in Olympia next year. | | | |
| Conclusions: Need to begin plans for 2005 Buffalo Ball | | | |
| Action items: | Person responsible: | Deadline: | |
| Committee/chair need to be established for this event and others. | unassigned | March | |
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| 2 Minutes | Treasurer's Report | | Nikki Housh |
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| <p>Discussion: Current balance is \$4725, with additional deposit to make of \$225 (dues). Need to send check to USA Rugby for club dues, 2 CIPP, 2 coach's fees (\$155). Bill discussed the need for a debit card to make it easier for CIPP payments, ordering equipment, uniforms, etc. Discussion about investing some club funds in savings, etc. Nikki has investment counseling contacts. Dan discussed preparing financial reports that would be available for future discussions of budgets and future financial planning.</p> | | | |
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| <p>Conclusions: M/S/P to get debit card for Oly. Fed. Savings checking account.</p> | | | |
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| Action items: | Person responsible: | Deadline: | |
| Debit Card for checking account | Nikki | Next Mtg. | |
| Develop financial report, detailing income sources and itemized expenditures. | Nikki | Next Mtg. | |
| Mail check (\$155) and forms to USA Rugby. | Nikki | ASAP | |
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| 5 Minutes | Secretary's Report | Bill Slosson |
| <p>Discussion: Dues collection underway, 3 members paid to date. (Dave C., Bill S., Dan S.) Carl paid in the fall for both fall/spring. USA Rugby will be paperless by 2005, electronic submission only after that date. CIPP forms are available online via PDF files. Enhanced PDF files not currently available. Discussion with USA Rugby re: online reg., PDF files.</p> | | |
| <p>Conclusions: Need to get dues paid from members ASAP. All members need to recruit for both men's and women's sides. M/S/P for club to pay the \$25 fee for Tim and Mark to register as coaches.</p> | | |
| Action items: | Person responsible: | Deadline: |
| Dues Collection | Bill S. | ongoing |
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| 5 minutes | President's Report | Nikki Housh |
| <p>Discussion: Tim absent due to work. Found 2003 CIPP cards/stickers. Need minutes from each meeting. Weeknight meeting would be best. Flag/etc. on uniform sleeves. Much discussion on what if anything would be appropriate to remember past and absent Buffaloes. Tim wants any decision to be consensus rather than majority. Yahoo poll very evenly divided. Quarterly General Membership meetings to garner more input from membership on club issues. Need for us to have our own PO Box in Lacey</p> | | |
| <p>Conclusions: M/S/P Monthly Board meetings will now be on Monday evenings. Consensus BOD will conduct Quarterly General Membership Meetings in addition to AGM. Bill will take minutes of meeting, forward to officers for correction, and then publish via Yahoo group. No action will be taken on sleeve art addition at this time but will be considered on next jersey set.</p> | | |
| Action items: | Person responsible: | Deadline: |
| Meeting minutes distribution | Bill S. | One Week |
| Post Office Box rental | Tim H. | |

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| 10 Minutes | AGM Report | | Nikki H. |
| <p>Discussion: Tim Housh was elected Treasurer of the PNRFU, term to begin June 2004. See PNRFU website for term of office details. Union proposed realignment of Senior Men's club via a Round Robin schedule. Top tier teams would be Div 1, middle tier Div. 2, lower tier Div. 3. Trevor pointed out that the last time PNRFU was going to realign Senior Men's they did not follow through on promoting winning D2 and D3 teams and relegating losing D1 and D2 teams. New teams joining the union are Chuckanut, Lewiston, and Medford. No information on Tri-Cities. Advanced Coaching Methods dinner in Seattle with former All Blacks Players and Selectors. Budd Bay Senior Women's club now Assoc. Member of PNRFU.</p> | | | |
| <p>Conclusions: All members should e-mail Tim with comments on realignment of Senior Men's clubs. Members interested in attending dinner with All Blacks contact Alex Goff.</p> | | | |
| Action items: | Person responsible: | Deadline: | |
| E-mail Tim Housh with realignment comments | All Members | ASAP | |
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| 20 minutes | Women's Team issues | Nikki Housh | |
| <p>Discussion: How should women's dues be collected, and what will their representation be on the BOD. Women's side needs help with dues collection, membership/CIPP. Dan suggested women have club representative assigned to BOD. Bill suggested that we create via By-Laws change to have VP – Women's and VP – Men's club. Dan pointed out we would need to add 2 positions to keep BOD voting ratios. Does women's team need individual account/2nd checkbook? Haley reported that women only currently have 7 members.</p> | | | |
| <p>Conclusions: Bill will manage CIPP forms for women's team. Bill will arrange women's dues collection with Amy C. and Teresa C. Need to explore how to manage women's finances.</p> | | | |
| Action items: | | Person responsible: | Deadline: |
| Facilitate CIPP process for Women's side. | | Bill S. | Next mtg. |
| Facilitate dues collection for Women's side | | Bill S./Amy/Teresa/Haley | Next mtg. |
| 5 Minutes | Team Consolidation | Nikki Housh | |
| <p>Discussion: Bringing boys' and girls' U-19 teams into alignment with Senior teams. Jim Brennan is interested in some assistance with certain issues including CIPP.</p> | | | |
| <p>Conclusions: BOD will be open in considering requests for assistance from U-19's and have dialogue with U-19 programs concerning more consolidation. Will instruct vendors to whom Senior Men's club has paid setup fees to only deal with established contacts.</p> | | | |
| Action items: | | Person responsible: | Deadline: |
| Instruct vendors/suppliers in dealing with Sr. Men's club | | all | ongoing |
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| As Needed | Sponsor Relationships | All |
| <p>Discussion: All of BOD felt that every sponsor relationship needs to have some oversight and involvement by a member of the BOD, especially the VP. Many members feel it's important for the BOD to be aware of deals being made before they are completed.</p> <p>Trevor introduced the idea of a Budd Bay field trip to Yakima. The idea of playing a match in Yakima was discussed, which led to perhaps a "Beer Battle" of sorts, Budd Bay vs. N. Idaho in Yakima.</p> | | |
| <p>Conclusions: Marc will talk with Dan D. and become familiar with details of our relationship with Yakima Brewing and Malting Co. Trevor will do background work on field trip.</p> | | |
| Action items: | Person responsible: | Deadline: |
| Get details of Grant's agreement | Marc G. | Next Mtg. |
| Do background work on "Field Trip" | Trevor Anderson | Next Mtg. |
| <p>Evergreen Intern</p> <p>Dan discussed the possibility of recruiting an intern from the Evergreen State College fine arts program to video matches, both home and away. The intern would be responsible for filming, editing, and publishing the events on TCTV (channel 3).</p> <p>Actions: Set up internship with Evergreen.</p> <p>Person Responsible: Dan S. Deadline: Next Mtg.</p> | | |
| Observers: | Trevor Anderson, Logan Housh | |
| Resource persons: | Haley Herrmann, Budd Bay Senior Women's | |
| Special notes: | Next meeting will be scheduled by Smithe | |