

Minutes

Tuesday- May 17, 2011

Call To Order: 7:03 PM

Present: Jack Burke, Mary Jane Burke, Bruce Disco, Cindy Disco, Jessica DiZazzo, Alissa Haeseler, Craig Heuitson, David Lavoie, Richard Loomis, Josh Longiaru, Keith O'Hara, Allan Rawson, Jeffrey Rawson, Kathie Rawson, Jeff Rizer, Amy Williams

Absent: Troy Gladu, Sharon Kozey, Kelly St. Laurent, Rick Oenning, Christine Rukstela, Debbie Spinelli

Guest Attendees: Sarah Desjardin, Sara Gilloran, Courtney Lavoie

1) Minutes: Craig requested an amendment to the minutes from last month's meeting to clarify the purchasing policy. The minutes will be adjusted to reflect the recommended changes. Motion made by Allan to accept the minutes of the April 19th meeting with the amendment, seconded by Dick; approved by all.

2) Treasurer's Report: Alissa reported the balance in the JCSB account as of 5/16/11 is \$4,051.21.

Old Business

3A) Legal Committee: NOW received an Acceptance of Business Filing from the State of CT for the Certificate of Incorporation and the Organization of First Report. There will be a Legal Committee meeting held to complete the 1023 and the by-laws.

3B) Youth Advisory Committee: The NOW Board members attending the meeting were Dave, Keith, Kathie, Allan and Debbie along with 12 young adults interested in participating in the organization meetings and helping with activities. At each Board meeting Allan will invite some of the YAC members to attend. The group said they would like to see a fun warm up, consistent routines, passionate and approachable, upbeat coaches who don't try to be your friend. The group stated their worst complaint is a coach who picks favorites. The next meeting with the YAC is June 7th, place TBD.

3C) Review of Committees and Board Size: Josh was officially added as a member of the Scholarship and PR/Marketing Committee, Cindy onto PR & Marketing and Keith accepted the position on the Scholarship Committee. Amy was removed from the Board but will stay on as chair of the Fitness Committee. Allan is off the Sports Committee and chair of the Youth Advisory Board. Rick is removed from the Board but will be kept on the Sports Committee.

3D) Insurance: Jeff Rizer stated there were two parts to the insurance, the first part is the

D & O Liability Insurance and the second part is the General Insurance. For the D & O, the Board is looking for a company that does not require a financial report. The price quotes are as follows: 1 million in coverage is \$1075, 2 million in coverage is \$1612 and 3 million in coverage is \$2096. Jeff recommends the 2 million in coverage and also recommends that we have something in place before the summer camps begin. Jeff agreed to put a spec together per the request of Allan. The general insurance will be addressed at a later meeting.

New Business

4A) Finance Committee Report: The committee recommends a requisition form be used for any purchase \$250 or more. Both Keith and Alissa are required to sign on expenses \$1,000 or more. The committee suggested the Board start a list of preferred vendors which would include Putnam Super Market and Woodstock Orchards. The next Finance Committee meeting will be held on Tuesday, June 21st at 6:00PM before the regularly scheduled Board meeting.

4B) Public Relations & Marketing Committee/Website and Thank You Notes: It was stated the priority at the next meeting will be to meet with web design firms and present to the Board with their findings. Thank you notes will be sent to all the individuals and businesses that have contributed to NOW so far. Keith requested all Board members send in the names, addresses, title and organization for any individual/group they feel should receive a thank you card by May 31st. Josh presented the Board with options for letterhead and envelopes. He will continue to research prices and quantities from various vendors. Josh stated that he set up an e-mail address for the organization: info@nowinmotion.org that has already received correspondence from families who attended the spring soccer clinics. In addition, each member has their own e-mail address: firstinitial.lastname@nowinmotion.org. This committee stated they thought it was the proper time to get a PO Box and an 800 number. They will look into doing this.

4C) Scholarship Committee: Keith and Josh explained the committee had numerous grids and charts to judge the applications. They stressed the importance of professionalism and confidentiality.

4D) Sports Committee: Dave told the Board that Rick is responsible for all the CJSA background checks. Dave also reported all current Board members had passed their background checks. Background checks must be renewed every 3 years (in January). All volunteers (18 years and over) will be required to complete a background check. Kathie to send directions on the background checks to Jessica, Rick and Dave. Dave made a motion to name the soccer club "NOW SC", Allan seconded this motion; all approved. The revised NOW Membership profile was officially adopted. Jack made a motion to accept the new member profile, Cindy seconded this motion; all approved.

4E) Armory Report: Allan stated the Advisory Group is in the process of deciding what to do with the Putnam Armory. Current suggestions include a community center, basketball court or a senior center. The benefits to NOW are that this facility would be great for youth sports and has a kitchen. There will be a public walk-through of the Armory. The building will definitely not be demolished.

4F) Meeting with YMCA: Allan and Jack represented NOW at the YMCA meeting. Jack stated the YMCA did not want to duplicate services that NOW will be providing. The YMCA will reconsider the site next to the Armory.

4G) Meeting with Brooklyn Youth Soccer: Allan, Keith and Kelly met with this group and NOW was very well accepted. BYS said they would promote the NOW summer soccer camps.

4H) Introduction of new Committee candidates: The Nutrition Committee introduced Sarah Desjardin of Sterling, CT as a new committee candidate. Sarah is a registered dietitian. She graduated from the UCONN Dietetics program in 2010 and currently works at Day Kimball Hospital as the Community Dietitian. Sarah works with the NE District Department of Health and serves on the Food Policy Council. Sara Gilloran and Courtney Lavoie were introduced as representatives of the NOW Youth Advisory Committee.

5) Summer Camps: The date of the first camp will be June 27th- July 2nd; the second camp will be held on August 22nd- August 26th. If possible, a meeting will be set up with Dave Rush from Challenger on June 1st at 6:00PM to discuss the layout of the summer camps. Amy will be responsible for the fitness portion. The Nutrition committee and Sarah are working on their portion of the program as well. There was some discussion about NOW providing snacks and/or lunch, the Nutrition committee will look into this.

6) Next Meeting: The Executive Committee may select a new location for our monthly meetings that is quieter and more private. The next meeting is June 21st @7:00PM, location TBD.

7) Adjournment: 8:50 PM. Jack made a motion to close the meeting, Craig seconded this motion; all agreed.