

SCYF Board Meeting Minutes
Wednesday March 10, 2021
Location: HTCP

A. CALL TO ORDER:

- Jennifer Cockcroft, President
- Time: 7:15 pm
- Mid Florida Board Representatives Jeanne Sheiman, And Pastor Tammy King welcomed.

B. MINUTES:

- M/approve or revise: Motion to approve February 2021 minutes with no revisions made by Shelly Douglas seconded by Kaitlyn Whaley approved unanimously without objection.

C. TREASURER'S REPORT:

- Shelly Douglas now has access to Quickbooks.
- President Jennifer Cockcroft, Vice President Bri Kincade, and Football Commissioner Mike Marcatos have been added as signors to PNC bank account and all previous board members have been removed.
- Current balance as of February statement is \$42,196.02.
- Shelly Douglas, Treasurer, will reconcile and balance bank account over the next week. Account has not been balanced since July 2020.
- Discussion regarding emails requesting flag uniform refunds. Many transactions took place via Square and access has not been provided to the new board.
- Mid Florida Representative Jeanne Sheiman recommends Shelly Douglas contact Square and request access to SCYF Square account.
- Discussion regarding Google docs with Mid Florida representatives. SYCF Executive Board Members will have access to any information pertinent to their position.
- Motion to Accept Treasurer's report made by Drew Slutsky seconded by Kaitlyn Whaley. Approved unanimously without objection.

D. OLD BUSINESS:

1. TURNOVER MATTERS:

- Access to Facebook and SCYF website received by President Jennifer Cockcroft.
- Check book and cut up debit cards received.
- Keys to equipment shed, merchandise trailer, and PO Box received.
- Sun Biz updated by Jennifer Cockcroft removing previous Board and adding new Board.
- Expecting many requests for Spring flag refunds and uniform order returns. Refunding anyone owed money by SCYF is a high priority

going forward. Bri Kincade and Kaitlyn Whaley will assist Shelly verifying and issuing any refunds.

- Blue Sombrero website has been updated. Updates to regular website and Facebook page are underway.

2. FEES:

- Discussion with Mid Florida representatives regarding SCYF registrations fees compared to other teams within Mid Florida. Consensus is that SCYF cheerleading fees are high and that football fees are reasonable. President Jennifer Cockcroft would like the board to come up with ideas to grow SCYF Cheerleading Program. Mid Florida representative Jeanne Sheiman suggests offering a Cheer Package or Spirit Pack.
- Board agrees to table any changing of fees while new Cheer Coordinator Janet Frounder looks into current uniform status and costs of providing items suggested by Jeanne Sheiman.

3. LEAGUE PHOTOS:

- Tony Zampella has been contacted regarding using his company for Fall 2021 SCYF league photos.

4. FACILITIES:

- County will be reseeding the main field next week.
- Glenn Gilbert has contacted the City of Saint Cloud regarding the possibility of taking over HTCP.
- The main issue is irrigation and reclaimed water.

5. EQUIPMENT:

- Equipment shed is in good shape. All helmets need to be reconditioned and the Schutt helmets need to be taken out of service. Drew Slutsky is taking inventory and will have an estimate of what is needed and the cost. Estimate to be provided to Mid Florida for approval.
- Footballs will need to be ordered prior to the start of the season.
- Cheer mats are relatively new and in good condition.

6. CONCESSION:

- Email sent to Pepsi regarding services for Fall.
- Sysco to be contacted prior to next board meeting.
- Mickey Yarwood will investigate what is working and what needs to be repaired or replaced.
- A concession cleaning day needs to be put on the calendar.

7. FOOTBALL

- Head football coaches nominated by Football Commissioner Mike Marcatos:
 - 6U Justin Grifka
 - 8U Mike Marcatos
 - 10u Jake Dobbe, Kyyiann Sippo
 - 12u David Rivette
 - 14u TBD
- Board to vote on approval of coaches at next board meeting.
- Board agrees to capping tackle teams at 28 players.
- Football Commissioner Mike Marcatos will make getting player registration numbers up a major priority.
- Football Commissioner Mike Marcatos suggests make Fall Flag only for younger players and to encourage players join the tackle program. Possibly limiting Fall Flag to 4-5, 6-8-year-old participants. Board consensus agreed with that.
- Discussion with Mid Florida Representatives regarding SCYF Flag program. Jeanne Sheiman and Tammy King of Mid Florida recommends offering tackle only while SCYF gets back on its feet. No motion made. Motion to be presented at the next board meeting for consideration although a consensus was reached.

8. CHEER

- Janet Frounder not in attendance. (Excused medical.)
- Cheer books have not been turned over by Tasha McLeroy to the new board. Tammy King of Mid Florida will contact Tasha regarding turning over the books.

9. SCHOLASTICS

- No report at this time.
- Southeastern Conference will be meeting this weekend.
- Information will be available at the next board meeting.

10. COMPLIANCE

- No report at this time.

11. FLAG

- Tabled.

E. NEW BUSINESS:

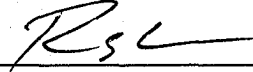
1. MIDFLORIDA PRESENTATION:

- Mid Florida Board Representatives Jeanne Sheiman, and Pastor Tammy King gave a presentation regarding moving forward and the

expectations Mid Florida has for the new board. An overview of the presentation is attached to the meeting minutes for viewing.

F. ADJOURNMENT:

- Motion to adjourn by Mike Marcatos at 8:57 pm, seconded by Kaitlyn Whaley. Without objection, meeting was adjourned.




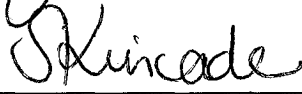

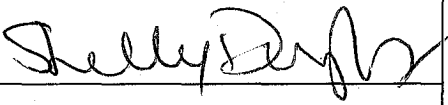

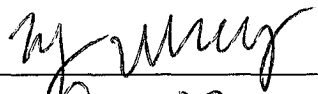



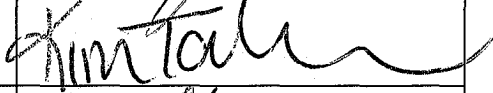

Richard Halquist, Secretary

Dated: 3/11/21

Attachments:

- (1) March sign in sheet
- (2) MFL letter

**2021 St. Cloud Youth Football Board
MARCH 2021 MEETING
March 10, 2021**

EXECUTIVE	BOARD	<u>SIGN BELOW</u>
PRESIDENT	Jennifer Cockcroft	
VICE PRESIDENT	Bri Kincade	
SECRETARY	Rich Hallquist	
TREASURER	Shelly Douglas	
FOOTBALL COMMISSIONER	Mike Marcatos	
CHEERLEADING COORDINATOR	Janet Frounder	
SCHOLASTICS COORDINATOR	Kaitlyn Whaley	
COMPLIANCE	Dara Nance	
	SUBCOMMITTEES	<u>SIGN BELOW</u>
Equipment Manager	Drew Slutsky	
Concession	Mickey Yarwood	
Fundraising/Sponsorship	Kim Tornillo	
Field Coordinator	Glenn Gilbert	
Flag Football Commissioner	TBD	

St. Cloud Meeting 3/10/21

Welcome!

By request of members of the St. Cloud board and parents, MFPW (Mid Florida Pop Warner) has taken receivership of your association. Our goal is simply to assist and guide you as you restructure your program. We are a team, your success is our success, so whatever the MFPW board and management staff can do within our ability, we will do to get your program thriving once again.

Receivership- what does this mean? During this time board members are appointed by the MFPW board, and are not elected by their association members. This appointment is good for ONLY this year and all positions are terminated as of Dec 31, 2021. It is at the sole discretion of the MFPW to reappoint the previous board members or select new ones. During this time, all board members are EXPECTED to adhere to all Pop Warner rules and regulations and any directives set by the MFPW board. Failure to abide by such rules and policy can and will lead to the dismissal of any appointed board member from their position prior to the Dec 31, 2021 expiration without notice and without appeal.

The day to day running of your association is yours, however there are some items that MUST be reviewed and/or approved by MFPW before your association can move forward. Any expenditure MUST be approved by the MFPW board prior to making any purchase. Simply submit an email to Tammy and CC Jeanne on all requests. When purchasing equipment, we will need to have a picture of what you are purchasing, quantity, per item price and total price. This includes items that the association is requiring the participant to purchase but is collecting the money to make one payment. If the participant is paying the merchant directly, approval is not required, although notification is.

Registration should be starting soon if not already started. You can set up payment plans for participants, but no player is to be added to roster without having made at least a down payment. No pay, no play. A copy of your payment plan must be submitted to MFPW by March 25th for review and include a deadline for final payment. Meaning all accounts must be paid. All players must pay, if you have a hardship case, you will need to submit this to MFPW for review and approval. (Form will be provided)

NO participant is to be removed from the roster, once that player has submitted their parent consent and payment or down payment is received that player is on the roster and must be entered into Affinity. Since Jeanne will have access to Quickbooks this will be monitored. If there is a payment in Quickbooks, that player must be in Affinity and vice versa. NO holding checks or credit card payments. Since cash will have to have a receipt, these receipts will have to match the deposit. Failure to follow this guideline will result in removal from the board.

Waivers- currently we are doing 80/20 waivers. This means for each team you can have 1 out of every 5 kids be out of district. There are NO grandfather waivers. If any participant from your previous season was out of area, they MUST return to their home team if you have already filled your 80/20 allotment for that team.

Conflicts with neighboring associations- St. Cloud needs to worry about St. Cloud and not what any neighboring association is doing. If you follow the rules set forth by Pop Warner and MFPW there should not be any conflict. We have also been advised of an issue with the field. MFPW has no say or influence regarding field rentals. The field which has been your home field is county run and all decisions regarding rental is made by them. It is our position that both St. Cloud and Harmony work together to guarantee a season for all participants at a field that is safe and convenient for everyone. There is no reason that both associations cannot work out a schedule that is mutually beneficial and share the same facility. The schedule can be made to accommodate.

Lastly, this is an all-volunteer program, if you find you are not able to give enough of yourself or your time to this program, please say something and step down from your board position. This does not mean you cannot volunteer in some other capacity. We need positive, impactful, and motivating volunteers to run this program, so with that being said, negativity will not be tolerated and will be grounds for immediate removal.

The 2021 volunteer form is out. We need the board to fill out your form and have the background run and completed by the March 30. Whoever is going to run the background for your association will then submit the list and results along with there background form for Mike to run.

1. CPR/First Aid- It is recommended to be completed by the head coach, football commissioner and cheer coordinator.
2. When you update insurance for this year, you are required to also get Director and Officer policy as well.
3. When voting on items brought to the board, only the executive board members have voting rights- President, VP, Treasurer, Secretary, Football Commissioner, Cheer Coordinator, Compliance and Scholastic.
4. We will be sending out a list of the allowed staff assigned to the rosters
5. Football requires USA football each Year, and SE Training every 3 years
6. Cheer requires YCADA every 2 years and SE Training every 2 years
7. All associations are age based this year for football. Cheer and football have different age limits.

Task List

1. Register St. Cloud Bulldogs Pop Warner Football & Cheer in Sunbiz
 - a. Sunbiz.org
2. Apply for 501C
3. Apply for EIN#
4. Update Insurance for 2021/2022 Season
5. Send contact list for all board members ASAP
6. Update By Laws
7. Formulate Welcome Letter and include registration dates, give to Compliance person to send out email blast
8. Start Collecting National Pop Warner forms- Background, registration/consent, etc.
9. Designate at least ONE person on your board to take the Safe Sport Training
10. Create budgets
11. COMPLIANCE
 - a. Gather all books from previous season
 - b. Make list of coaches with contact info and certification info
 - c. Formulate check list to send out to all parents stating what paperwork will be needed.
 - d. Send out email blasts for registration, provide dates/locations
 - e. Set up board in Affinity
 - f. Set up Rosters
 - g. Mandate all paperwork is turned in before anyone is allowed to practice
 - h. Mandate all rostered staff is compliant before they can begin coaching or helping on Aug 1
12. FOOTBALL
 - a. Need inventory list of equipment and how much of each. Also need # of helmets that need reconditioning.
 - b. Provide a list of equipment needed and explanation as to why
 - c. Recruit coaches- all coaches should be voted on by the board
 - d. Each coach must submit background form
 - e. All rostered coaches must sign coaches code of conduct
 - f. Begin recruiting players
13. CHEER
 - a. Cheer uniforms provided by the league? Need inventory list of all uniforms by size, Do you have pom poms? If yes, how many sets.
 - b. Provide list of items needed and explanation as to why
 - c. Recruit coaches- all coaches should be voted on by the board
 - d. Each coach must submit background form

- e. All rosterd coaches must sign coaches code of conduct
- f. Begin recruiting cheerleaders

14. TREASURER

- a. Send email invite to Jeanne for Quickbooks access
- b. All expenses MUST be approved by MFPW. Sent request to Tammy and CC Jeanne
- c. Two credit cards ONLY- Jennifer and Shelley- Checks will need to be used for any purchases made by any other member of the board, executive or management staff.
- d. Check Signers- Jennifer, Shelley, Mike
- e. Equipment lists from Football and Cheer
 - 1. List to include items needed
 - 2. Cost per item
 - 3. Ranking importance of each- Example: Helmets needed for season, but Uniforms would like but can wait
- f. Operating Costs-Field, referee, signage, marketing, Licenses, past due amount- please email to Jeanne
- g. Training- Only if association pays for training- need itemized: Football USA (annual), YCADA (every 2 yrs), SE Region Football (every 3yrs), SE Region Cheer (every 2 yrs), SE Recertifications, Admin Training (every 5 yrs) and Safe Sport Training
- h. All Monies should be turned over to Treasurer for deposit
- i. It is recommended that NO cash should be collected by anyone other than the treasurer or president and a receipt MUST be provided with a carbon copy kept in the book for review.
- j. Invoicing should be done through Quickbooks
- k. Full P&L will be expected

15. SECRETARY

- a. Take Minutes for all meeting and submit to MFPW- all board, football and cheer meetings need minutes
- b. You are the keeper of records, records need to be kept for 5-7 years
- c. Create an inventory list with value (League owned property)
- d. Keep copies of all business registrations
- e. Keep a log of all business partners
- f. Create a file with all incidents- You must collect an incident report for anything that happens during the season. i.e. a child gets hurt, a child is ejected, a coach is ejected, etc.

16. SCHOLASTICS

- a. Determine scholastic fitness of each participant.
- b. Monitor those on scholastic eligibility
- c. Collect All American Applications