



NEWBERG YOUTH SOCCER

Board Meeting Agenda

26, June 2023 - 6:00pm - (online only)

Call to order -- Attendees


Changes to the agenda

Open Public Comment Corner ~15 min (up to 3 speakers w/ 3 minutes, 2 minutes of Q&A)

- No time slots were pre-reserved
- Thank you for joining

Secretary's Corner (Rauha R.)

→ Approve [previous minutes](#)

◆  NYS-Minutes-2023-05-02

→ Review [previous action items](#)

Reports

→ [DoC's report](#) (Scott D.) – *will be posted here after the meeting, as Scott was unavailable*

◆ [link]

→ Treasurer's report (OPEN)

- ◆ Tracy Stadler Bookkeeping (Madi Sattler) – Currently ~\$19.2k in player fees collected as of 6/12, with ~\$8k yet to cover
- ◆ Payroll personnel changing this month
- ◆ Need to validate bookkeeping and Payroll fees going forward (Brian Long when returns from vacation)
AR: Steve to check w/ Brian re: bookkeeping and payroll fees
- ◆ Taxes?? Madi is investigating

→ President's report (Steven C.)

- ◆ Suggestion to change club name to "Newberg Soccer"
- ◆ Parade coordination– Volunteers, handouts, decorations
 - Amanda has reached out to NYS
- ◆ Board functions with Board openings (discussion)
 - PO Box re-acquire
 - AR: Steve to re-acquire
 - AR: Steve to update NYS's address with IRS (Oregon non-profit got updated w/ Steve's name & address)
- ◆ Employee contracts (June-May) (SafeSport, HeadsUP Concussion, Background Check are good thru August?)
 - DoC
 - Registrar
 - Coaches
 - Assistant Coaches
- ◆ Business contractors
 - Journey Payroll
 - Sattler Bookkeeping
 - ?? Tax preparation
- ◆ Open positions & Volunteers
 - Secretary
 - Treasurer
 - Director at Large
 - Team Manager Coordinator
 - Communication Coordinator
 - Field and equipment
 - CPRD Liaison?? (needs role description)

- AR: Rauha to add this description
 - Al Gonzalez has expressed interest in this position
- Fundraising??
- Form Committee to review SafeSport policy and NYS implementation procedures
- AR: Steve C. to send out invitation and scope at end of June

◆ Club Calendar

- What are upcoming events?
 - Newberg Old Fashioned Festival –
 - VP, Secretary, Director at Large (up for re-election)
- Look at calendar ticklers
 - Plan NYS Board/Coordinators Retrospective date (Setup Asynchronous)
 - AR: Steve to coordinate retrospective
 - AR: Jaylene to add “How did you hear about NYS?” w/ options in the registration form (suggest a dropdown of options with an “other” field and optional free-form box)
 - Idea to have fundraising coordinator also coordinate events, in collaboration with volunteer coordinator and comms coordinator

Coordinators Corner:

◆ Director-At-Large: (Jason Russell) director@

- Term up...

◆ Registrar: (Jaylene Hardeman) registrar@

- Assistant Registrar: (Becky B.)
- Registration fees for 23-24 season
- Background checks (new coaches)
- Safesport
- Concussion Training

- ◆ Field & Equipment Coordinator: (???)
- ◆ Fundraising Coordinator: (Gabi Hinoveanu) fundraising@
- ◆ Uniform Coordinator: (Angie Russell)
 - We are good through 2023-2024 season
- ◆ Team Manager Coordinator: (Becky Erickson) manager@
- ◆ Volunteer Coordinator: (Amanda Breitenstein) volunteer@
 - Snack Shack (1-2 volunteers per game) (DOC has the schedule)
 - July - St. Paul 4th of July Rodeo Parade
 - Newberg Old Fashioned Festival
 - AR: JJ to get NYS booth for OFF
 - AR: Amanda to send more details re: parade volunteering
 - AR: Amanda & Jill to coordinate signups for OFF
- ◆ Communications Coordinator: (Jill) @info
 - Doesn't have access to Instagram– check w/ Becky E.
 - Looking for publishing assets, will check the NYS shared google drive now that access is restored
 - Interested in a Timbers night

Closed to public below this point (Executive Session, moved monthly as needed)

Review action items from this meeting

Schedule next meeting and location

July 10th, 2023 - 6:00pm- online (Working session for parade & employee paperwork)

Adjourn for Executive Session