



**New York State West Youth Soccer Association  
Board of Directors Meeting  
January 9, 2005**

The January 9, 2005 New York State West Youth Soccer Association (NYSWYSA) Board of Directors' (BOD) Meeting was held at the NYSWYSA State Office in Corning, New York. President Sandy Ostebo called the meeting to order at 10:02 AM.

**1. Roll Call:**

**Present:**

**NYSWYSA Board Members:**

- Sandy Ostebo - President
- Mike Radecke - 1<sup>st</sup> Vice President
- Matt Dimas - 2<sup>nd</sup> Vice President, Southern Tier District Commissioner, Adjudication Committee & Audit Committee Chairman
- Dave Matthews, ODP Administrator
- Tim Mellander - Registrar & Data Base/Web Site Management Director
- Larry Evarts - Recreation Soccer, Soccer Start & Top Soccer Director
- Kevin Arnold – Binghamton District Commissioner
- Roger Best, Rochester District Commissioner & Meeting Scribe
- Roger Jank - Buffalo District Commissioner & Indoor Soccer Director
- Kevin Perrigo - Syracuse District Commissioner
- Dan Watson - Twin Tiers District Commissioner, Risk Management Coordinator & State Office Operations Manager

**NYSWYSA State Staff:**

- Glen Buckley – State Director of Coaching (SDOC)
- Omer Doron - Executive Director (ED)
- Donna Mizerak - Bookkeeper

**Guests:**

- Paul Beck – NYSWYSA Secretary Candidate
- Eric Schaaf - NYSWYSA Secretary Candidate

**Absent:**

**NYSWYSA Board Members:**

- Susan Gurak - Treasurer (Excused)

President Ostebo introduced invited guests Paul Beck and Eric Schaaf, both candidates for the position of NYSWYSA Secretary.

President Ostebo then requested the following changes to the Meeting Agenda that was distributed electronically prior to the meeting:

- Change item # 6 from “Old Business” to “Unfinished Business.”
- Change item # 6c from “Board Meeting Schedule for 2005” to “Board Meeting Schedule for 2005 & Annual General Meeting (AGM)/Annual Awards Banquet (AAB).”
- Under item # 7 - New Business, add the 2 topics “Roster Limitation Rule” and “Referee Mentor Expenses & Referee Concerns/Comments.” Change the topic “Officers’ Stipends” to “BOD Stipends – Executive Session.”
- Under item # 7 – New Business, add subtopic “Banking Changes” under topic k “Good of the Game.”

Matt Dimas made a motion to approve the requested changes to the agenda, which was seconded by Larry Evarts and unanimously approved by the BOD.



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**Note: All written reports that are referenced in the meeting minutes are on file in the State Office and available upon request.**

**2. November 19, 2004 Meeting Minutes:**

Roger Best distributed copies of an updated version of the November 19, 2004 NYSWYSA BOD Meeting Minutes that was distributed electronically prior to the meeting. The updates included changing the wording of item # 4 – Executive Session and deleting item # 1 under “Unfinished Business.” There were no objections to these two revisions nor were there any other changes.

**3. Financial Report:**

President Ostebo stated that there were modifications to the Financial Report that was distributed electronically prior to the meeting. Donna Mizerak reported that the changes were in regards to SDOC Glen Buckley’s vehicle, the salaries of the NYSWYSA State Office Staff and payment of outstanding expenses. There were no additional comments or questions about the Financial Report.

**4. Officer/Committee Reports:**

- a. **President:** President Ostebo referred to his “Open Letter to the Membership” that was distributed at the November 21, 2004 NYSWYSA Annual General Meeting (AGM). Sandy said that we should learn from past experiences and that he is relying on the integrity of the BOD and member organizations to work together on the many tasks that lie ahead. He believes that the BOD and State Association Employees possess the wealth of talent and skills needed to accomplish what has to be done, but feels that they need to get to know each other better. Therefore, he is scheduling a “retreat” on March 5, 2005 for that purpose to be held in conjunction with the March 6, 2005 NYSWYSA BOD Meeting at the State Office in Corning.
- b. **1<sup>st</sup> Vice President:** 1<sup>st</sup> Vice President Mike Radecke indicated that he would serve as the State Cup Chairman and work with Dan Watson. Mike said that in order to improve the event, he would welcome any suggestions such as the State Cup Summary Worksheet & Schedule spreadsheet provided by Dan Phelps from the Greece Cobras S. C. He informed the meeting attendees that the appropriate age level NYSWYSA Teams had been entered into the Regional Cup Competition. President Ostebo added that there are 2 “Wild Cards” in the Regional Cup Competition for which the NYSWYSA is eligible, U-13B and U-13G.
- c. **2<sup>nd</sup> Vice President:**  
**Adjudication Committee:** 2<sup>nd</sup> Vice President Matt Dimas informed the meeting attendees that the USSF rejected the appeal of Scott Sylvester from Syracuse, therefore, the 9 month suspension imposed by the NYSWYSA, which expires at the end of March 2005, still stands. To make it easier to deal with similar suspensions in the future, the NYSWYSA will develop a policy and procedure for the handling of coaches’ Risk Management Passes when a coach is suspended.

Matt said that there is another Adjudication Hearing on January 22, 2005 regarding the alleged misconduct of a referee. He needs three people from State Association member organizations in each district to serve on the Adjudication Committee (to serve on a rotating basis) as soon as possible.

**Financial Review Committee:** Matt stated that he had received the Financial Review Report from Mengel, Metzger, Barr, and Co., which did not have any significant findings. He reminded the District Commissioners that he needs a representative from each district for the committee. To date, only the Rochester District has provided the name of a person to serve on the committee.



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Matt said that he received a series of files from past President Bob Sokolinsky and that he now needed an enabling motion to conduct the performance appraisals of NYSWYSA ED Omer Doron and SDOC Glen Buckley, and to oversee the performance appraisals that are conducted by Omer and Dan. Omer would conduct Dan's appraisal and Dan would conduct the appraisals of Donna Mizerak, Terri Raeder and Jenny Cole. Kevin Arnold made the motion, which was seconded by Roger Jank and carried unanimously by the BOD.

- d. Registrar & Data Base/Web Site Management Director:** Director Tim Mellander distributed reports electronically on both items prior to the meeting. Tim said there are clubs that are delinquent in their payments and he needs the help of the District Commissioners to collect the outstanding fees. Although NYSWYSA Policy states that a club's access to RosterPro can be turned off after 45 days because of non-payment of fees, clubs will be given some additional time consideration this year since the system is still new.

Tim reported that the Automatic Certification of all Team Rosters with the appropriate size roster limitations is now enabled on RosterPro and he is proposing to generate pre-signed and stamped Player Passes. He asked the District Commissioners to contact the Leagues and League Registrars for their feedback on this proposal.

- e. Olympic Development Program (ODP) Administrator:** Administrator Dave Matthews distributed his report electronically prior to the meeting. Dave indicated that only the girls who participated in Regional Pool activities are listed in his report because the boys have not yet been involved in any.
- f. Recreation Soccer, Soccer Start & Top Soccer Director:** Director Larry Evarts distributed his report electronically prior to the meeting. TOP Soccer Coordinator Teresa Doermer also distributed her report electronically prior to the meeting. Larry said the dates for upcoming Recreation Soccer Meetings in Buffalo and Rochester are March 5, 2005 and March 12, 2005 respectively.

Larry advised that a better method is needed to track TOP Soccer money that is received and spent in each district and he will work on this with ED Omer Doron, Treasurer Susan Gurak and Bookkeeper Donna Mizerak. He also said that he needs reports on TOP Soccer activities from each district.

- g. State Director of Coaching:** SDOC Glen Buckley distributed his report electronically prior to the meeting. Glen was pleased, proud and humbled to announce that the NYSWYSA ODP had been nominated and subsequently honored with the "Outstanding Achievement Award" for services to young athletes and will be recognized at the Annual WHAM Sports Women of the Year Awards Luncheon on April 25, 2005 at a yet to be named hotel in Rochester. ODP Staff Coach Aria Garsys, who will go free, will accept the award on behalf of the ODP. Ten other people, including Glen, Dave Matthews, Sandy Ostebo, Millie Blaakman, Teri Raeder and Donna Mizerak, are expected to attend the event at a cost of \$50.00 each with the money coming from the ODP Budget.

The Heart of Gold Foundation that sponsors the luncheon was seeking a mailing list. The only names provided were the NYSWYSA BOD, the ODP Coaches and Managers and the eight (8) girls who were selected for the Regional Pool.



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Regarding coaching education, Glen reported that he is pleased with the interest shown for the “C” License Course to be hosted by the NYSWYSA at the NY Chiropractic College in Seneca Falls, NY April 30 – May 8, 2005, as well as the other courses offered by the State Association.

Glen discussed some of his concerns about the ODP. He asked for help with Recreation and Top Soccer to ensure that the member clubs are adhering to the “Small Sided Games” policy that was approved by the membership. To accomplish this, Glen feels that the BOD needs to be more involved with the Recreation Clubs. This prompted Mike Radecke to suggest that the BOD should develop a list of 3 – 4 top priority items for the State Association to work on at the retreat in March.

Glen stated that 40 State Associations now are playing 9 vs. 9 in the U-12 Age Division. He considers this to be a high priority item that he would like to see implemented by 2006. To this end, he wants the NYSWYSA League Presidents to meet to discuss this change and several other items as well.

The topic of the Buffalo District “Small Sided Game” problem for the U-11’s was raised. President Ostebo said that this problem is being worked on, but a follow-up status on the situation is needed, which will be done by Buffalo District Commissioner Roger Jank and himself. Apparently, there is a problem with the union workers who maintain the fields that is complicating the matter.

Glen wrapped up his discussion by reporting that he and Bill Psnak from the Referees’ Unit are working on a relationship to have referees provide instruction on the “Laws of the Game” at coaching courses.

- h. Executive Director:** ED Omer Doron distributed his report electronically prior to the meeting. Omer discussed a few key items, the first of which was ODP Shirt Sales. A profit of approximately \$1300 has been realized, which was not included in the NYSWYSA Budget as income. Treasurer Susan Gurak’s input is needed on what to do with this money, possibly for a scholarship.

The second item discussed was the Online Library. To date, seven orders have been received, but this program needs to be promoted for it to be more successful and Omer requested that the meeting attendees help in this regard.

The Citizens Bank Letter of Intent and Confidentiality Agreement, copies of which were distributed electronically prior to the meeting, were also discussed at length. Omer briefly discussed the details of the Letter of Intent citing what the NYSWYSA would receive from Citizens Bank and what they would receive in return. He requested that the BOD review the Letter of Intent and provide feedback to him by Friday, January 14, 2005. He will have our lawyer review the Confidentiality Agreement.

The final topic of discussion was the status of negotiations with Full90 Sports, Inc. Omer indicated that Full90 Sports is OK with the “Position Statement” agreed upon at the November 21, 2004 NYSWYSA AGM and a proposal from Full90 Sports is forthcoming. In response to whether the \$20,000 received from Full90 Sports in September 2004 had been returned, both Bookkeeper Donna Mizerak and Omer stated that it had not.



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As a result of this discussion, Omer was instructed to assemble a complete package of all of the activity with Full90 Sports for review by legal consul as quickly as possible. President Ostebo said that he would help with this task.

- i. **Office Operations Manager:** State Office Operations Manager Dan Watson referred to ED Omer Doron's report for activities that have occurred at the State Office since the last NYSWYSA BOD Meeting. He said that the Risk Management Passes, which appear in blue in RosterPro, have expired and need to be renewed. A method to notify individuals that their passes have expired is being researched.

Dan also said that there is a need to develop a procedure for Referee Risk Management Passes. Matt Dimas indicated that the NYSWYSA needed a formal policy and communication to the Referees' Unit regarding Risk Management. President Ostebo indicated that he and Dan would handle this task.

- j. **Annual General Meeting (AGM), Annual Awards Banquet (AAB) & Workshop Committee:** Committee Chairman Larry Evarts spoke briefly of the first meeting held by the committee at the Webster Indoor Soccer Facility in the Rochester District on December 4, 2004, the minutes of which were published and distributed. Larry indicated that another meeting of the committee would follow the BOD Meeting, time permitting.

**5. Interview of the Candidates for the Position of NYSWYSA Secretary:**

The BOD interviewed candidates Paul Beck and Eric Schaaf for the position of NYSWYSA Secretary. After the NYSWYSA Nominating Committee presented its recommendation for Secretary, it was decided to utilize an electronic voting procedure to determine which candidate would be selected. President Ostebo said that he would send out an E-mail in the evening after the meeting requesting the Board Members respond by casting their vote for Secretary with an announcement of the results to follow.

**Note:** The vote was completed by the close on business on Monday, January 10, 2005 with the result that Paul Beck was unanimously approved as the new NYSWYSA Secretary.

**6. Unfinished Business:**

- a. **Office Lease/Location Committee:** Recently, there had been some confusion on the make up of the Office Lease/Location Committee so President Ostebo confirmed the members to be himself, Roger Best, Matt Dimas and Susan Gurak. Omer Doron and Dan Watson would provide assistance to the committee as requested and required. President Ostebo recommended that Roger Best chair the committee. Kevin Arnold made a motion to formally approve this committee with Roger Best serving as the chairman. The motion was seconded by Mike Radecke and unanimously approved by the BOD.
- b. **Board Meeting Schedule for 2005 & Annual General Meeting (AGM)/Annual Awards Banquet (AAB):** President Ostebo had distributed a Tentative 2005 NYSWYSA Meeting Schedule electronically prior to the meeting, but he distributed an updated version at the meeting. He discussed the possible rotation of the location of NYSWYSA BOD Meetings. However, before deciding to do so, it was agreed that an investigation would be made to see if it is fiscally responsible.

Roger Jank then made a motion that was seconded by Tim Mellander to adopt the updated 2005 NYSWYSA Meeting Schedule, which added the following dates and events:



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November 12-13, 2005 NYSWYSA BOD Meeting & AGM/AAB  
March 25, 2006 NYSWYSA Workshop @ Total Sports Experience in  
Rochester

Following the motion, attendance at the Region 1 Fall Meeting in Rhode Island was discussed. President Ostebo said the attendees would be determined at a future date and that per NYSWYSA Policy, reports (which will be posted on the NYSWYSA Web Site) would be required from those who attend this conference, the US Youth Soccer Workshop in Salt Lake City and any other conference. It was suggested to modify the updated schedule adding the March 5, 2005 NYSWYSA BOD Retreat. The updated schedule with the addition of the retreat was approved unanimously.

Roger Best distributed a cost comparison between Airport Holiday Inn and Holidome for the 2005 NYSWYSA AGM & AAB. Since the Holiday Inn is no longer a National Sponsor, it was decided to explore other venues in the Rochester District and possibly in other districts as well. At the latest, recommendations will be brought to the March 6, 2005 NYSWYSA BOD Meeting.

- c. **NYSWYSA Vehicle for SDOC:** President Ostebo reported that options are still being looked at regarding the vehicle for SDOC Buckley, and it is too early to make a decision. The offer of \$15,000 from Region 1 is good for a year. The Executive Committee will come to the March 2005 NYSWYSA BOD Meeting with its recommendation.

**7. New Business:**

- a. **Roster Limitation Rule:** Per the FIFA Rule, only 18 players can be suited for a game. President Ostebo will draft a letter for the BOD's approval to be sent the Wayne Finger Lakes Youth Soccer League (the league raised the question about the limit of players) and the other NYSWYSA Leagues and Clubs clarifying the rule. A copy of the rule and the reasoning will be included with the letter.
- b. **Referee Mentor Expense:** A late request was received from Bill Helwig's Referee Group in Buffalo for expenses of \$3000 for the past 2003-2004 season. The request listed names, but was not itemized. In the past, the NYSWYSA has shared roughly 50% of this expense and \$1500 is in the budget for the current 2004-2005 season. Larry Evarts suggested and it was agreed to postpone discussion on this topic until the March 2005 NYSWYSA BOD Meeting to allow time to obtain an itemized bill.

**Referee Concerns/Comments:** There is a concern that tournaments are being approved without a written letter from the Referee Assignors, but Dan Watson said this is not the case. A comment was received from the Referees Unit that there are too many tournaments on the same dates, especially in the Rochester area.

- c. **Indoor Registrations:** The NYSWYSA's policy is that players can only be registered and insured through an affiliated member club. A letter of this policy needs to be sent from the State Office to all of the Indoor Centers and President Ostebo will help with its content.
- d. **BOD Stipends:** Matt Dimas made a motion to adjourn to Executive Session to discuss BOD Stipends and other personnel matters, which was seconded by Dan Watson and approved unanimously by the BOD.



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During the Executive Session, it was agreed to do away with two (2) BOD positions, Risk Management Director and TOP Soccer Director. Dan Watson will assume the Risk Management Director's responsibilities and Larry Evarts will assume the responsibilities of the TOP Soccer Director. It was also decided that BOD Members serving in two (2) capacities would receive only one stipend.

After the discussion and decisions were made, Matt Dimas made a motion to close the Executive Session, which was seconded by Kevin Arnold and approved unanimously by the BOD.

- e. **Auto Certification of Rosters:** This topic was previously covered in the Registrar & Data Base/Web Site Management Director's Report.
- f. **Player Passes:** As previously stated, Registrar Tim Mellander is looking for an easier way to do Player Passes, possibly having them generated already pre-signed and stamped. However, he realizes there are problems such as mistakes, the falsifying information such as birth dates and the tracking of Red Cards. President Ostebo feels that these problems only represent a minority of the people. The BOD needs to think about the potential problems and pitfalls of this proposed process and possible solutions, and find out peoples' concerns and how to resolve them to their satisfaction. The BOD, particularly the District Commissioners, need to contact the clubs, leagues and tournaments for their input.
- g. **E-mail Broadcast:** ED Omer Doron reported that he had done 4 E-mail Broadcasts with both positive and negative comments. One negative comment was the concern that some people don't want their E-mail Addresses to be used in this manner. It appears that guidelines are needed for this communication tool and Omer and President Ostebo will draft a set of guidelines for consideration by the BOD.
- h. **Portable Goals' Policy:** ED Omer Doron's Report included the NYSWYSA Policy recommended by Pullen Insurance Services, Inc. The BOD needs to advise and recommend member clubs to follow the 4 guidelines contained in Omer's report and the letter received from Pullen Insurance Services, Inc.
- i. **Appointments:** The following appointments, to be in effect as of January 2005, were made by President Ostebo seeking the approval of the BOD:
  - ODP Administrator (2 year term) – Dave Matthews
  - Recreation/Soccer Start/Top Soccer Director (2 year term) – Larry Evarts
  - 1 BOD Member to the Executive Committee (1 year) – Roger Best
  - 2 BOD Members to the Budget Committee (1 year) – Mike Radecke & Roger Jank
  - 1 BOD Member to the Financial Review Committee (1 year) – Matt Dimas (Chair)
  - 1 BOD Member to Chair the Adjudication Committee (1 year) – Matt Dimas
  - 2 BOD Members to the Nominating Committee (1 year) – Roger Best (Chair) & Kevin Perrigo
  - 1 BOD Member to the Games & Tournament Committee (1 year) – Kevin Arnold**Note:** SDOC Glen Buckley Chairs this committee and other members include Larry Evarts, State Youth Referee Administrator (SYRA) Bill Fahey, Paul Beck and Mike Radecke



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Matt Dimas made a motion to approve these appointments listed above, which was seconded by Dave Matthews and unanimously approved by the BOD.

**j. Announcements:**

- The handout with the list of people scheduled to attend the US Youth Soccer Workshop in Salt Lake City was discussed. President Ostebo advised people to make sure that their arrangements are in order.
- President Ostebo reported that he is looking at the computer needs of Glen Buckley, Omer Doron, Dave Matthews, Dan Watson, the new Secretary and Donna Mizerak. It appears that 3 new computers will be needed, the cost of which is covered in the current budget.
- President Ostebo urged everyone to visit and check out the Referee Website [www.wnyreferee.org](http://www.wnyreferee.org), paying particular attention to the "Communications" topic listed on the left hand side under Navigation.

**k. Good of the Game:**

- President Ostebo said that a decision is needed regarding who can now sign NYSWYSA checks. Current policy states that checks over \$2000 require 2 signatures, but both signatures cannot be from Office Staff Personnel. He recommended the following people have signature rights:

President - Sandy Ostebo  
1<sup>st</sup> Vice President - Mike Radecke  
Treasurer - Susan Gurak  
Executive Director - Omer Doron  
State Office Operations Manager - Dan Watson

Kevin Arnold made a motion to approve these people have the authority to sign NYSWYSA checks, which was seconded by Larry Evarts and approved unanimously by the BOD.

- Syracuse District Commissioner Kevin Perrigo requested the approval of the membership of the RC Rage S. C. Their paperwork was reviewed by him and Dan Watson and found to be in order. Roger Jank made a motion to approve the club's membership into the NYSWYSA, which was seconded by Larry Evarts and approved unanimously by the BOD.
- Following the approval of this new club, SDOC Glen Buckley made the comment that he feels it is too easy to form a new club. He thinks that the BOD should look at this in terms of the required number of players and teams.
- Registrar & Data Base/Web Site Management Director Tim Mellander reminded everyone to make sure that they use the latest NYSWYSA Letterhead that he distributed electronically because there have been many changes in sponsors. He also asked the BOD to reiterate to the membership that Permission to Travel within Region 1, with the exception of Connecticut and New Jersey, is no longer required.

President Ostebo thanked everyone for their attendance and patience, and adjourned the meeting at 4:18 PM.