

York Youth Football Meeting Minutes
June 10, 6:00pm
Estes Residence

A. Call to order: Estes, Fletcher, Stanwood, Brent

B. Approve minutes from last meeting (via email): Stanwood, Brent, Fletcher, Approved

1. Financial Report: Account Balance as of May 31 bank stmt: \$17,761.19
2. Outstanding Invoices & Receivables:
 - Reimburse Robyn for TeamSnap annual dues of \$384.00: Stanwood, Brent, Fletcher Approved
 - Reimburse Robyn for Changing Tents for \$168.56: Stanwood, Brent, Fletcher Approved
 - Reimburse Robyn for video camera for \$73.84: Stanwood, Fletcher, Brent Approved
 - Reimburse Robyn for HDMI cable, Memory Card and tripod for video camera for \$81.01: Brent, Stanwood, Fletcher Approved
 - Reimburse Robyn for Vistaprint fundraising postcards for \$102.03; total reimbursement of \$809.44: Brent, Stanwood, Fletcher Approved
 - Schoff & Associates Invoices: Estes, Stanwood, Brent Approved
21875 \$15 Reconcile Jan & Feb bank statements
22435 \$50 Preparation of 2021 State of ME Annual Report
3. Upcoming Financial Needs:
 - New grill for concessions: Estes or Stanwood to purchase grill
 - Additional video cameras: Purchased 1 video camera 6/10/21
 - Sponsorship postcard printing and mailing: Robyn will send previous brochure to Greg Miller Graphic Design.
 - Changing tents for equipment pick up: Purchased 4 pop-up tents 6/10/21
 - Quickbooks online subscription: Unable to get in touch with accountants prior to meeting. Will update the status at the next meeting.
 - Ordering new checks with updated name of York Youth Football: Unable to get in touch with accountants prior to meeting. Will update the status at the next meeting.

C. Unfinished Business:

1. Additional video camera(s) to be purchased. *Purchased one new video camera.*
2. Review parent letter for 2021 season to include required forms, parent and player expectations, etc. - A form they need to bring signed to equipment pick up

to be generated outlining very clear parent and player expectations: Parents have to volunteer, players stay in gear after their game is over/when the other grade is playing, NO going to concessions or eating on the sidelines!! Will draft when we get closer to the season. Put this form in the registration and make available on the website. *Found one from 2019 and will adjust to 2021-2022 season.*

3. Create/revise registration flyer & sponsor web page for 2021:
 - Decided on a fundraising postcard mailer for 2021 with new donation level options. *Robyn will send brochure to Greg Miller Graphic Design to create post card.*
 - Print spreadsheet to review and delete businesses no longer relevant, and update others and add new prospects for next meeting. *Jess will address and send out fundraising postcards to local businesses.
 - Per Parks and Rec Department, no sponsorship banners are allowed on Bog Road Fields. *Robyn to look up pricing
4. Equipment audit *Robyn will be in touch with Kevin.
5. Per Larry Schoff, organization name already changed to York Youth Football from York Youth Football and Cheerleading. Schoff unable to make meeting. Kerry to get QB file and checks from Schoff.

D. New Business:

1. Dick's voucher registration page is no longer active. *YYF not participating*
2. Order changing tents for equipment day. *Ordered 4 changing tents.*
3. Review TeamSnap player and new/returning coach registrations. Make necessary revisions and open registration. *Robyn will work on this and the rest of the board members will review and approve.*
4. Draft MailChimp email to announce open registrations & post on Insta/FB. Email YMS to see if we can get an announcement in the weekly emails. Post to VES & CRES FB pages as they no longer have weekly fliers. Also include the need for more board member help.
Jess emailed YMS and CRES principals asking to have YYF registration mentioned in their end of year fliers, Robyn to draft MailChimp letter.
5. Discuss purchasing any new apparel? New logo? *Decided to go through the apparel that we already have. Possibly have a Pop-up sales event at pre-season practices. Can take credit cards at the field, will potentially order more during season if needed*

6. Confirm AnneMaire (trainer) for upcoming season. *Robyn texted AnneMarie and hasn't heard back. If we don't hear back, we will reach out to Emily Castaline.*
7. Equipment reconditioning? Just got helmets back, double check with Whitney that all has been taken care of already. *Robyn will get in touch with Whitney.*
8. Schedule an annual board meeting to invite anyone who is interested in attending to. *November 9th, 2021 at 7:00 PM will hold an informational board meeting for anyone interested.*
9. Discuss potential player numbers and teams fielded to answer SMYFL's request for it per their email. *Robyn will look up the info now that TeamSnap is up and running and will send it to SMYFL.*
10. Board changes: Melissa Ellworthy & Jessie Pratt resigned. Motion to change Kerry Brent's position from Vice President to Treasurer. Stanwood, Estes, Fletcher Approved.
11. Board approval of inviting Kittery players to join YYF as they don't have the numbers to field their own teams in light of the high school team potentially doing the same. Bekah sent our registration flyer to Jeremy in Kittery and he will distribute.
12. Next board meeting scheduled for July 15th - coaches will be invited to attend the first part of the meeting to get their coaches bags & determine what they will still need/potentially do this at Bog Road to go over equipment and any other season needs. Regular board meeting to happen after.

Meeting adjourned: 8:30 pm