



**Monthly Board Meeting
Wednesday November 14, 2007 7:30 PM
Danvers Polish Club**

Agenda

- 1) Call to Order
- 2) Secretary's Report
- 3) Treasurer's Report
- 4) Snack Bar Report
- 5) DYF Apparel Sales
- 6) Banquet Review
- 7) Yearbook Update
- 8) Equipment Returns
- 9) 2008 BOD Election Procedures
- 10) Playing Time Issues
- 11) Other Department Reports
- 12) Old Business
- 13) New Business
- 14) Adjourn

Minutes of Monthly Board Meeting of October 10, 2007

Attendance: (15) Tom Ladd, Kevin Tierney, Dino Hatzelamprou, Rich Smith, John Kobierski, Scott Garron, Tom Marden, Paul Wholley, Marc Palazola, Nancy Provenzano, Frank Pellino, Mike Mansfield, Dan Thornell, Brian Serino, Tim Pierce.

1.) Call to Order

Tom Ladd, President, called the meeting to order at 8:00 pm.

2.) Secretary's report

Secretary's report was presented by Kevin Tierney and reviewed by all attendees for any corrections and acceptance.

A motion was made by Mike Mansfield to accept the Secretary's report. The motion was seconded by Marc Palazola. The motion was accepted by all with no exceptions.

3.) Treasures Report

The Treasury and Budget Report was presented in full detail by Rich Smith, Treasurer. The balance as of October 10, 2007 is \$24,481.56. Other details of the income and expenses that transpired from September 12, 2007 to October 10, 2007 are available on the "October 10, 2007 Treasury and Budget Report" on file with the Secretary and the Treasurer of Danvers Youth Football and available upon request.

A motion was made by Dino Hatzelamprou to accept the Treasurer's report with no amendments and was seconded by Marc Palazola. The motion was accepted by all with no exceptions.

4.) Snack Bar Report

Nancy Provenzano stated that for 3 total home game weekends to date, the Snack Bar has produced a net income of \$5,448.51. Financial details of the Snack Bar transactions for the 2007 season are noted in the "DYF Snack Bar Revenue and Expenses for 2007" report which is on file with the DYF secretary and available upon request. Tom Ladd mentioned that we are exceeding Snack Bar revenues from 2006 and expects that we will be over target for the 2007 season. Tom Ladd also thanked all Snack Bar volunteers and noted the great success that we are having as a primary source of income for the support of DYF.

5.) DYF Apparel Sales

Tom Ladd on behalf of Scott Nathan, reported the following DYF Apparel sales data:

\$4,800 has been deposited into the DYF master account from total sales to date.
\$200 - \$300 of the above was sales from this past weekend.
Profit revenues to date are between \$500 - \$1000

6.) Cori

Mike Mansfield stated that all Cori Forms have been submitted and approved. Mike mentioned that he will have to attend a CORI certification class to ensure the proper filing and disposal of the forms. All CORI forms must be kept on file for at least 3 years of that regular season.

7.) Banquet Planning

Mike Mansfield stated the following information for the upcoming 2007 Banquet:

- The banquet is confirmed for Tuesday November 13, 2007 at 6:00pm at the Danversport Yacht Club
- The dress code for all players and coaches is Shirt and tie.
- The 8th grade team will receive trophies and the cost will be subsidized by DYF as this is standard protocol for every 8th grade team in their last year of DYF. Tom Ladd will make sure that they are ordered with Crown Trophy.
- Mike Mansfield will be sending out a registration form to all head coaches for Player and adult banquet registration to be completed and returned to him no later than October 26th in order to get all menus in for the “2 week prior to the event” deadline.
- Mike noted that we will have to pay a \$50 per 100 kid’s security fee for the banquet.
- Mike stated that he will create an agenda for the banquet and send it to Tom Ladd for review.
- The maximum amount of people allowed at this event is 650.
- Tom Ladd suggested that the C and JVB teams only have one adult attend to keep within the maximum amount of people at the event. Since this is the first year or two of their kids youth football career they will be going to many more banquets in the future.
- DYF subsidizes around \$2,000 for this event. A suggestion was made by Mike Mansfield to raise the adult price to \$25 from \$20 of last year. We estimate about 350 adults attending the event so this would close the gap on the \$2,000 to bring in around \$1,750 leaving the only a few hundred dollars for the league to subsidize. Mike also suggested changing the cost for all coaches to \$15.
- A motion was made by Tom Ladd to increase the adult cost to \$25 and to make the cost of all active coaches \$15. The motion was seconded by Dino Hatzelamprou and was approved by all with no exceptions.

8.) Yearbook Update

Tom Marden reported that he is waiting on the letters from the 8th grade coach, Mike Mansfield, and the President, Tom Ladd, to be submitted to him no later than 10/15 to get in the yearbook in time for the banquet.

Mike Mansfield requested that DYF mention a message of gratitude in the Yearbook to the Danvers Polish Club for their continuing generosity and support of the DYF for donating their function hall for numerous team events. All board members agreed.

9.) Yard Marker/Pylons

Tom Ladd thanked Tom Marden for expediting the purchase of the Yard Markers and Pylons for use in the 2007 season.

10.) Game Reports

Tom Ladd encouraged all Head Coaches to get pictures or game write-ups to Gregg Perry so that they could be submitted to the DYF website.

11.) Playing Time Issues

Tom Ladd mentioned that a few parents from various teams have complained to him about a lack of playing time for their kids. Tom encouraged all Head Coaches to be sensitive to this issue and to try to work all of their players into the games as much as possible.

12.) Practice Procedures (Parking etc.)

Tom Ladd asked any teams that practice on the DHS practice field, behind Deering Stadium, to perform all tackling drills on the outer back side of the field closest to the soccer and field hockey fields.

Tom Ladd also asked that all coaches communicate to the parents of players that practice at the Riverside School, to drop off their players on the outer side of the loop so that they do not interfere with the town run daycare program that is also taking place at the Riverside School.

Tom Ladd also requested of Tom Marden to present an equipment return process for all teams as the last few games of the season are fast approaching and the last game is away at Pentucket. Tom Marden suggested that each team designate one coach or parent to provide a pick-up truck so that all equipment can be collected after the last game and brought to the equipment room at the High School.

13.) Danvers Youth Football Night (DHS)

Tom Ladd noted that the DYF Football night for any Jersey wearing DYF player will be admitted to the game for free was to take place on the Friday October 19th game at home. Tom also mentioned that this information was also posted on the DYF website.

14.) JVB/C Make Up Game

Tom Ladd asked for suggestions from the JVB and C team coaches for the best date for the make-up game. It was agreed that the date would be Tuesday October 30th. The C team would play at 6:00pm and the JVB team would play at 7:30. All games would be at home.

15.) Other Department Reports

No department reports to note

16.) Old Business

Kevin Tierney asked for clarification on where the DYF Insurance Forms should reside. Tom Ladd suggested that Scott Nathan Registrar, and Kevin Tierney Secretary, consolidate all forms that are in possession and keep them on file with the registrations and Scott Nathan.

17.) New Business

No new business to report.

18.) Adjourn

A motion to adjourn was made by Tom Ladd at 8:55. The motion was accepted by Mike Mansfield and seconded by Frank Pellino.

Respectfully Submitted to the Board for Approval

Kevin R. Tierney

Secretary