

VSA Meeting Minutes

April 7, 2025 @ 6:00 p.m.

Call to Order: by Rich DeGraff-Murphy 6:01@ p.m.

Attendance:

In-Person: Rich DeGraff-Murphy; Emily Milbank; Matt Spitznagle; Keith Roberts; Bill Edwards; Andrew Minnis; Kyle Koenig

Remote: John Curtis;

Absent: Lori Levinson

Approval of March 3, 2025 VSA Board Meeting Minutes

Approval of Previous Minutes

- **Motion:** Approved the minutes from March 3rd.
- **Motioned by:** Rich
- **Seconded by:** Kyle
- **Outcome:** Approved unanimously.

Membership Comment Period

- No Public comment

President's Report – Rich DeGraff-Murphy

- Tree Farm
 - No new developments as to a long term contract/lease agreement.
 - Tested out a Robot to line fields last week. Lease agreement signed which will cut cost by +2K. **Benefits:** Straighter lines, reduced labor costs (over \$2,000 saved annually).
- HS Summer Tournament
 - Saturday, July 19th & 20th @ Tree Farm
 - Boys & Girls Brackets with 3 games guaranteed with possible final
 - **Format:** Single weekend tournament to accommodate schedules.
 - **Registration Fee:** Flat rate to cover insurance and USYS registration.

- Background Checks
 - Continued to be performed by Rich until we move to the new platform.
- **AGM Presentation:**
 - **Guest Speaker:** Rob Dow (UVM Coach).
 - **Proposed Date:** July 16th for the summer AGM.

Vice President's Report - Emily Milbank

Nomination forms and Hall of Fame

- **Current Process:**
 - Open to coaches and parents.
 - Concerns about the validity of nominations (e.g., nominations from parents potentially diluting the award's meaning).
- **Proposed Changes:**
 - Require nominations from three different organizations.
 - Facilitate nominations through social media and club communications.
 - Ensure nominations are meaningful and based on contributions and performance.
- **Hall of Fame:**
 - **Current Status:** 12 applicants.
 - **Criteria:** Needs to establish eligibility criteria (e.g., 10 years of involvement).
 - **Decision Process:** Committee to review and select based on criteria.

Secretary Report - Kyle Koenig

Nothing to report

Treasurer Report – Matt Spitznagle

- **Financial Overview:**
 - **Check Balances:**
 - One account: ~\$70,000
 - Referee account: ~\$46,700
 - Money Market: ~\$236,000
 - **Debts:**
 - \$10,000 from player fees for US Soccer.
 - \$3,000 owed for regionals setup.
 - **Outstanding Fees:**

- Teams charged \$1,400 each for National Championship Series (NCS).
 - Issue with teams backing out leading to loss of fees. Fines are TBD
- **Policy Changes:**
 - **Future Registrations:** Teams must pay fees upfront to avoid financial losses from cancellations.
 - **Deposits:** Implement fines for teams that back out after committing.

Risk Management Report – Keith Roberts

- **Background Checks:**
 - Ongoing background checks for coaches and referees.
 - Coordination with VSA for safe sport certifications.
 - Challenges with transferring background checks across platforms.
- **Social Media Consent:**
 - **Current Status:** Consent for using images is built into registration forms.
 - **Concerns:** Potential liability if consent is not properly managed.
 - **Action:** Ensure clear language regarding image use in consent forms
- **Bank Security:** Discussed recent fraud at Bank of Burlington; recommended retaining minimal funds in high-risk accounts.
- **Payroll Transition:** Plan to transition from QuickBooks to ADP for efficiency and cost-saving.

SRA Report – Bill Edwards

'25 REF Certification Status				{as of 4/6/25}	
	Complete	In-Process	TOTAL	2024	'24 vs '25 Percent
NEW	118	15	133	97	137%
Re-Certs	170	2	172	159	108%
Total	288	17	305	256	119%
MENTORS	11	2	13	10	130%
ASSIGNORS	6	0	6	6	100%

- ~67% Recertification rate (172/256) / Highest level since we began measuring this
- One last New Referee ZOOM Class on 4/19/25
- Badge Mailings
- 13 Certified Mentors / Coaches
- 6 Certified Assignors

- **EAST Region NCS - 5 Referees invited / ~2 Coaches**
- **NEW COINS designed and Ordered (1000)**
- **US Soccer REFEREE Workshop - at Atlanta AGM**
- **RAP Program - Referee communications / Policy rollout**
 - “RESPECT the CALL”
- **Referee Abuse Prevention:**
 - **Policy Adoption and Process**
 - Supplemental reports for abusive behavior.
 - Disciplinary committee to enforce penalties.
 - Development of concise guidelines for referees to handle abuse.
- **Referee Training Jamborees:**
 - **Locations: Airport Park and Mad River Park.**
 - Sunday 4/27 @ Airport Pk in Colchester
 - Saturday 5/3 @ Mad River Park in Waitsfield
 - **Concerns:**
 - Previous porta-potty problems.
 - Coordination challenges with Colchester Parks and Rec.
 - Conflict with Teams re-scheduling Sunday Games to Saturdays
 - **Financial Concerns: Unexpected \$3,000 charge for event setup.**

Director of Coaching Report

ODP Spring tryouts this Sunday in connection with last ODP Training

ODP South –Recently added.

ODP has High Retention and continues to Grow Annually.

Executive Director Report

- Andrew Minnis

New Membership Applications- SVU FC

- **Slate Valley United Football Club:** Provisional membership approved, full onboarding next year.
- *Motion to offer Slate Valley a 1yr prov membership by Emily 2nd by Rich

VSA Event Operations, Dates, Locations, and Planning

Awards Gala, Mid year membership meeting, and events are scheduled and planned for growth and excitement/engagement this year.

Grassroots and Leadership Symposium- Kansas City (September 25-28)

Referee Abuse Prevention- Progress and Education

Continue education and communication and reinforcement of new policy, and expectations across referees and state associations

Presentation of New Payroll system and Annual Budget Framework

ADP to be adopted as new payroll system for VSA

April Referee Jamboree? Information and discussion

The planning of referee jamborees should focus between the host club and referees. VSA should be used as a support system and promoter and advocate of this event.

Event Partnerships

- **Champlain Cable:** Fall Festival Partner
- **RoundTop Glass:** Spring Festival Partner, providing mental health resources.

Executive Session:

N/A

Good of the Game:

Next Board of Directors Meeting – Monday, May 5, 2025 @ 6 p.m.

Adjournment @ 8pm

