VSA Meeting Minutes

Date: January 5, 2026

Call to Order: 6:05PM

Attendance: Rich DeGraff Murphy (President); Emily Milbank (Vice President); Kyle Koenig (Secretary); Matt Spitznagle (Treasurer); Keith Roberts (Risk Management); Andrew Minnis (ED); Lori Levinson (Ops Director); Bill Edwards (SRA / 06:07 p.m, arrival);

Remote: Jason Marika (TD)

Guest(s): Jack Hubbard / Lotus Sports (remote)

Approval of Minutes

- **Note: Board did not meet in December due to the Gala.**
- **Previous meeting date: November 3, 2025.**
- **Motion: Approve minutes as written**
- **Result: Approved unanimously**

Public Comment

- **None**

New Membership / Affiliate Requests

1. Lotus Sports Soccer Club – Membership Request

- Jack Hubbard presented a proposal for Lotus Sports, a for-profit multi-sport youth program with a soccer focus, emphasizing support of multi-sport athletes and collaboration with existing town clubs for affiliate membership.

  Discussion highlights included:

  - Seasonal operation limited to winter and spring to avoid overlap with fall, town-based programs.
  - Initial focus on younger age groups; confirmation that minimum team requirements can be met.
  - Active collaboration with Milton Youth Soccer to avoid undermining participation.

- Emphasis on compliance with VSA recruiting policies, including blackout periods and registration rules.
- Identification of a documentation issue requiring alignment between the registered legal entity name and submitted program materials.

Action:

- **Motion:** Approve Lotus Sports Soccer Club as a provisional VSA member, effective immediately through January 5, 2027, contingent upon correction of registration documentation.
- **Result:** Approved unanimously.
- An onboarding call will be scheduled with VSA staff.

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2. Plattsburgh Football Club

- Plattsburgh Football Club submitted a request for affiliate membership with an effective date of July 1, 2026.

Discussion highlights included:

- The club's current participation in VSA leagues without formal membership.
- Benefits of alignment, including improved league logistics and access to VSA programming.
- Clarification that the club will not be eligible for the 2026 State Cup.
- Recognition that out-of-state clubs affiliating with state associations is a common practice elsewhere.

Action:

- **Motion:** Approve Plattsburgh Football Club as a provisional affiliate member effective July 1, 2026.
- **Result:** Approved unanimously.
- Board will communicate this decision at the upcoming AGM as informational.

General Board Reports

President's Report – Rich DeGraff Murphy

- Gala review and overall positive feedback.
- AGM logistics and schedule reviewed.
- Vermont Soccer Association Social scheduled for Friday, January 9th, 6:00–8:30 p.m. at Zero Gravity Brewery.
- Emphasized improved coordination between the Board and the State Referee Committee.
- Executive Director annual review completed.
- Office relocation update provided.

Vice President's Report – Emily Milbank

- No formal report.

Treasurer's Report – Matt Spitznagle

- Ongoing improvements to financial systems and reporting tools.
- Discussion of the 2026 budget and the need to align budget approval timing with the fiscal year.
- Direction to include prior-year actuals in future budget presentations for context.

Secretary's Report – Kyle Koenig

- No formal report.
- Appreciation expressed for collaboration on annual review and governance processes.

Risk Management Report – Keith Roberts

- Background check processing transitioning in-house to improve efficiency.
- No major disciplinary concerns to report.

State Referee Report – Bill Edwards

- Update on referee recruitment and certification clinics statewide.
- Continued emphasis on club support for referee recruitment and mentoring.
- Evaluation of fitness testing requirements ongoing.

Technical Director Report – Jason Marika

- ODP progressing well across age groups.
- Vermont Development Program providing supplemental development opportunities.
- Continued coach education and professional development initiatives.
- Feedback mechanisms, including possible mid-season family surveys, were discussed.

Operations Update – Lori Levinson

- AGM catering, A/V, and venue logistics confirmed.
- Signage and accessibility at the new facility identified as priorities.

Executive Director Update – Andrew Minnis

- Introduction of the PlayAbroad / ID-based recruitment partnership, expanding college and international player pathways under the VSA umbrella.
- Overview of World Cup 2026 strategic initiatives, including school engagement, community events, webinars, and fundraising activities.
- Update on the NEK Wildcats (Derby) field project, with VSA serving in an advisory capacity.
- Transition to QuickBooks Online for financial management.
- Completion and distribution of the 2026 organizational calendar.
- Discussion of policy updates, including Spectator RAP inclusion and player exception clarifications.

Other Business / Good of the Game

- Congratulations extended to PEAK FA for winning the U19 Super Group at Disney.

Executive Session

- Postponed to the February meeting due to time constraints.

Adjournment

- **Motion:** Adjourn
- **Result:** Approved unanimously
- **Time:** 8:10 p.m.

Next Meeting

Date: Monday, February 9, 2026
Time: 6:00 p.m.
Location: TBD