



VSA Meeting Minutes

Date: April 6, 2026

Call to Order: 6:00 PM

Attendance: Rich DeGraff-Murphy (President); Emily Milbank (Vice President); Kyle Koenig (Secretary); Matt Spitznagle (Treasurer); Keith Roberts (Risk Management); Bill Edwards (SRA); Andrew Minnis (ED); Lori Levinson (Ops Director); Jason Marika (TD)

Remote: Edwards joined late

Absent: NA

Guest(s): NA

Approval of Minutes

- Previous meeting date: **March 9, 2026**
 - Motion: **Approve minutes as written**
 - Result: **Approved unanimously**
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Public Comment

A. NA

General Board Reports

President's Report – Rich DeGraff Murphy

- **NBT Banking:** Transition completed. Referee Committee banking migration pending further discussion.
- **State Referee Committee Structure:** Discussion on whether to create a separate entity with bylaws or enhance structure under VSA.
- **Fair Whistle:** Agreement to pilot Fair Whistle at State Cup only for 2026 due to staffing and data-entry constraints.
- **Advisory Group Meeting:**
 - Competition structures and travel impact discussed.
 - Concerns raised regarding match-day accessibility, travel distance, coach demand, and intentional competition planning.
 - Next meeting scheduled for **April 14**.
 - Topics to include: ODP, coaching & referee education, and player/referee pathways.

- **2026–27 Budget Review:** Advisory group recommendations expected to inform next seasonal year planning.
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Vice President's Report – Emily Milbank

- N/A
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Treasurer's Report – Matt Spitznagle

- Cash position approximately **\$277K** across accounts.
 - **\$189K** held in savings; board discussed exploring money market or CD options.
 - No need for credit facilities due to strong liquidity (~\$300K).
 - Year-to-date financials:
 - Revenue: ~\$215K
 - Expenses: ~\$244K
 - Net loss: ~\$28K (noted as seasonal; spring generates highest revenue).
 - Payroll tax payments changed from quarterly to monthly for improved cash control.
 - Tax filing extension submitted; filings to be current by July 15, 2026.
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Secretary's Report – Kyle Koenig

- Attendance recorded.
 - March 9, 2026 minutes approved unanimously.
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Risk Management Report – Keith Roberts

- Background check process stable.
 - New background questionnaire developed for GotSports system to clarify reportable items and reduce follow-up burden.
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State Referee Report – Bill Edwards

- **Referee Certification:**
 - 188 certified; ~60 in progress (~250 projected vs. 303 prior year).
 - Retention approximately 40%, with highest attrition among ages 13–14.
- **Mentoring & Development:**
 - Fair Whistle to be piloted at the State Cup only in 2026.
 - Volunteer mentor workload remains a concern.
- **Administration:**
 - Agreement to open separate MBT checking account for Referee Committee with debit/credit access (Andrew Minnis & Whitney as signatories).
 - U19/VPL match length standardized to 80 minutes.
- **Badging:**
 - 140 badges mailed; additional mailings forthcoming.

Executive Director Update – Andrew Minnis

- **Spring Festival:** Awarded **\$3,000 USYS grant** (1 of 8 nationally selected).
- **State Cup:**
 - Registration closes April 13.
 - Draw show planned with professional guests; board members invited to participate as hosts.
- **US Soccer Registration:**
 - Board approved transition to USSF direct debit of player registration fees.
- **Facilities – Derby / NEK:**
 - Town-donated land for three grass fields.
 - Stakeholders seeking ~\$100K; \$30K raised to date.
 - VSA exploring potential involvement; no commitments made.
- **Community Update:**
 - Passing of Anthony Moccia (Northeast Wildcats).
 - June 27 celebration of life scheduled.
- **Administrative:**
 - Williston UPS Store closing May 22.
 - Essex recommended for address transition.

Operations Update – Lori Levinson

- Budget draft development underway with Andrew Minnis.
- Board support requested for upcoming events:
 - **State Cup (May 15–17)**
 - **Spring Fest (TBD)**
- Awards Gala venue exploration underway outside Chittenden County (Montpelier, Waterbury, Stowe).

Technical Director Report – Jason Marika

- **ODP Programs:**
 - U10 season concluded with positive feedback; request for longer season noted.
 - U12–U15 makeup sessions scheduled April 3–4.
- **Competitions:**
 - U12 replacement matches arranged; U13–U15 attending East Region events.
- **Coach Development:**
 - All sessions recorded; written and verbal feedback provided to coaches.
- **Summer Camps:**
 - Survey responses reviewed; evaluating VSA-run offerings versus club referrals with geographic considerations.

- **Visibility:**
 - Positive regional exposure from Rev's event, small-sided events, and out-of-state competitions.
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Other Business / Good of the Game

- The board encouraged to volunteer at the State Cup and Spring Festival.
 - AGM scheduled for **July 16, 2026**, Champlain College.
 - Awards Gala anticipated for first or second Friday in December 2026; venue TBD.
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Executive Session

- **Executive Session entered:** Time not recorded (confidential matter)
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Adjournment

- **Motion:** Adjourn
 - **Result:** Approved unanimously
 - **Time:** 8:25 p.m.
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Next Meeting

Date: **May 4, 2026**

Time: **5:15 p.m.**

Location: **VSA Offices - Forever Summer Fieldhouse**