



# VSA Meeting Minutes

**Date:** July 6th, 2026

**Call to Order:** 6:03PM

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**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:**

**Guest(s):** none

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## Approval of Minutes

- Previous meeting minutes were not uploaded to Google Drive due to oversight.
  - June Minutes will be addressed/approved at the next meeting.
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## Public Comment

- None
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## General Board Reports

### President's Report – Rich DeGraff Murphy

#### Member Advisory Group Update

- The Member Advisory Group met following the previous Board meeting.
- Discussions focused primarily on:
  - Cost of participation
  - Soccer in Schools initiatives
  - Accessibility and field locations

#### Spring League Consolidation Initiative

- Feedback from clubs continues to support consolidating game locations.
- VSA is working toward reducing spring match locations from approximately 35 sites to roughly 10–15 centralized locations.
- Goals include:
  - Improved referee coverage
  - Reduced administrative burden
  - Better club logistics
  - Improved game-day consistency

## **US Soccer "Local Arm" Initiative**

- Rich attended Eastern Region discussions regarding US Soccer's proposed governance changes.
- Current belief is that state associations will continue to play a significant role.
- Vermont remains highly regarded for:
  - Financial stability
  - Governance structure
  - Innovative programming
- No immediate changes are anticipated.

## **High School Soccer Collaboration**

- Rich and Andrew met with John Olmstead of the Vermont Coaches Association.
- Plans are being explored to:
  - Increase coach education opportunities
  - Survey high school coaches regarding certification timing
  - Potentially combine VSA Awards Gala with Vermont High School Soccer awards

## **Discussion**

Board members expressed support for:

- Preserving Vermont's strong high school soccer culture.
- Exploring a joint celebration recognizing players, coaches, and community leaders.

**Action Item:** Continue discussions with the VPA and return with additional information at a future meeting.

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## **Vice President's Report – Emily Milbank**

### **Awards Program Update**

- Awards nominations remain open through **October 20, 2026**.
- VSA has streamlined the nomination process into a single online form.
- Proposed modification to coaching awards:
  - Shift from "Competitive" and "Recreational" categories.
  - Move toward "Competitive" and "Community" categories to better capture the breadth of Vermont soccer coaching.

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## **Treasurer's Report – Matt Spitznagle**

### **Financial Update**

Reporting period: September 1, 2025 – July 6, 2026

#### **Current Status**

- VSA is operating with a current surplus of approximately **\$18,099**
- Cash balances total roughly **\$500,000**
  - Approximately \$180,000 in savings
  - Remaining funds distributed across operating accounts

#### **Outstanding Receivables**

- Approximately \$55,000–\$60,000 remains outstanding from invoices not yet deposited or received.

#### **Outstanding Expenses**

- Tree Farm Festival invoice:
  - Approximately \$7,878
  - Additional portable restroom expenses still pending
- GotSport invoice:
  - Approximately \$2,900 due to increased player registration numbers

#### **Investment Discussion**

The Board discussed transferring excess operating funds into a high-yield savings account following fiscal year close.

#### **Budget Planning**

Discussion held regarding future budgeting process:

- Goal is to move toward a full-year budget approval cycle.
  - Board consensus:
    - Approve six-month bridge budgets as needed.
    - Move toward annual budget approval during the July Mid-Year Meeting cycle.
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## **Secretary's Report – Kyle Koenig**

No report.

### **Discussion**

Kyle inquired about:

- Financial record storage
- Cloud backup procedures
- Documentation retention practices

Andrew confirmed:

- Financial records are stored securely in cloud systems.
  - Tax documents and organizational files are being centralized for Board access.
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## **Risk Management Report – Keith Roberts**

### **Discipline Committee Activity**

The Discipline Committee reviewed three recent incidents involving abuse of referees:

Committee Members:

- Keith Roberts (Chair)
- Kyle Koenig
- Jay Vallieres

Findings and recommendations have been submitted to the Executive Director.

### **Sanctions**

Recommended penalties include:

- Game suspensions
- Monetary fines assessed against clubs

The committee agreed:

- Clubs bear responsibility for coach conduct and training.
- Clubs may seek reimbursement from offending coaches if desired.

## **New Cases**

Additional incidents currently under review include:

- Nordic Cup incident(s)
- Alliance Cup incident(s)
- Other recently reported complaints

## **Recordkeeping Improvements**

Board discussed creating a standardized incident filing structure including:

- Year
- Clubs involved
- Match identification
- Unique case number

This will improve future tracking and appeals management.

## **Investigation Best Practices**

Kyle recommended incorporating a standard interview question:

"Do you believe you violated the RAPS policy?"

The committee agreed this may assist future disciplinary proceedings and appeals.

## **Additional Risk Management Activity**

VSA is assisting UVM summer camps by processing coach background checks using VSA screening standards.

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## State Referee Report – Bill Edwards

### Referee Certification Course

A fall referee certification field session will be held:

- **Date:** September 13, 2026
- **Location:** Stowe Events Field
- Coincides with the Solon & Liam Bailey Tournament

This will serve as the primary fall in-person referee training opportunity.

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## Operations Update – Lori Levinson

### State Cup Venue Exploration

Lori continues discussions with Burlington High School regarding a potential future State Cup venue.

Current status:

- No scheduling conflicts identified.
- Awaiting cost proposal from school administration.

### Mid-Year Meeting Registration

As of the Board meeting:

- 28 representatives registered
- Attendance represents a significant portion of VSA membership

### Mid-Year Meeting Logistics

- Zoom option will be offered but attendance in person is strongly encouraged.
- Lori will coordinate:
  - Check-in

- Name tags
- Attendance tracking
- Audience Q&A management

## **Symposium & AGM Venue**

- Harbor View Hotel secured for January Symposium and AGM.
- Discounted room block negotiated.
- Social event planned for Friday evening.

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## **Executive Director Update – Andrew Minnis**

### **Spring League Restructuring**

Three primary regional playing hubs are proposed:

1. Chittenden County
2. Morrisville/Stowe Region
3. Rutland/Bethel Region

Objectives:

- Improve referee coverage
- Reduce administrative burden
- Improve player and coach experience

### **VPL Discussions**

Conversations continue regarding potential future alignment with VPL programs.

### **Membership Payments**

Remaining outstanding invoices are primarily large club balances awaiting final reconciliation.

### **Annual Calendar**

A full 2026–27 calendar has been completed and will be distributed at the Mid-Year Meeting.

## **USYS Governance Proposals**

Board discussed upcoming US Youth Soccer bylaw proposals:

### **Proposal 1**

Absorb US Youth Soccer into U.S. Soccer governance structure.

### **Proposal 2**

Reduce USYS player fees for members not participating in ODP or National Championships.

The Board will continue discussion before casting Vermont's votes.

## **International & Professional Development Conferences**

Andrew presented opportunities including:

- Portugal Soccer Conference
- North American Soccer Expo

Board members may express interest in attending.

## **Far Post National Championship Support Request**

Far Post qualified for the National Championships but did not receive a USYS travel grant.

After discussion, Board consensus supported:

### **Motion Approved**

- VSA will provide support of **\$50 per rostered player**
- Estimated contribution approximately **\$1,000**

## **Sporting Vermont Initiative**

Andrew reviewed the replacement of traditional ODP programming.

Key points:

- Free participation model

- Club-first approach
- Event-driven structure
- ECNL event opportunities under discussion

## **Sponsorship Support**

Current sponsors include:

- Champlain Cable
- NBT Bank
- Engaged CFO
- GotSport
- Social Sports VT
- TeamSnap
- Champ Water
- Slide

## **Member Advisory Group Summary**

Positive feedback:

- Improved communication
- Greater transparency
- Better statewide collaboration

Future growth opportunities:

- Coach and club education
  - Reduced administrative burden
  - Enhanced player pathways
  - Improved player retention
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# **Mid-Year Meeting Discussion**

The Board completed a review of the proposed Mid-Year Membership Meeting presentation.

Topics include:

- Calendar overview

- Referee compensation updates
- School-year registration changes
- League restructuring
- State Cup updates
- Sporting Vermont implementation
- US Soccer governance changes

Board members agreed messaging regarding US Soccer governance should remain concise and easy for members to understand.

## **Dress Code**

Board agreed to wear **black VSA shirts** for the meeting.

## **Arrival Time**

Board members should arrive by approximately **5:30 PM**.

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# **Other Business / Good of the Game**

## **Player and Team Successes**

- Burlington FC U14 Boys won Presidents Cup.
- Nordic U12 Boys won Presidents Cup.
- Nordic U16 Boys were finalists.
- Peak FC were finalists.
- Far Post continues National Championship competition.

## **Personal Announcements**

### **Kyle Koenig**

Provided a positive update regarding his daughter's recovery.

### **Andrew Minnis**

Announced:

- His recent engagement to Sarah.
- Purchase of a new home in Milton.

The Board congratulated Andrew on both accomplishments.

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## Executive Session

- n/a

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## Adjournment

- **Motion:** Adjourn
- **Result:** Approved unanimously
- **Time:** 7:17 p.m.

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## Next Meeting

**Date:**

**Time:** 6:00 p.m.

**Location:** TBD