VSA Board Meeting Minutes

October 5th, 2026 @ 12:00 p.m.

Attendance: **Rich DeGraff-Murphy (President); Kyle Koenig (Secretary); Keith Roberts (Risk Management); Bill Edwards (SRA); Andrew Minnis (ED); Lori Levinson (Director of Operations)**

Absent: **Emily Milbank (Vice President); Matt Spitznagle (Treasurer)**

Guest(s): **None**

- **Call to Order @ 12:02 p.m.**
- **Approval of September 14th, 2026 VSA Board Meeting Minutes**
  - **Keith -** *abstained*
- **Public Comment/Open Floor/Guest Speakers**
  - None
- **General Reports from VSA Board of Directors**
  - **President's Report (Rich DeGraff-Murphy)**
    - OPEN BOARD SEATS
      - President (*I have submitted my declaration of candidacy*)
      - Director of Risk Management (*Vacancy*)
        - Keith Robert - will not be seeking another term. Thank you Keith for your dedication to VSA over the last several years. Your advice & guidance has surely made the organization stronger and more organized.
        - **Role:** Guardian of safety, compliance, and risk mitigation
        - **Responsibilities:**
          - Oversee risk management policies and procedures for the Association
          - Ensure compliance with U.S. Soccer and US Youth Soccer risk management requirements
          - Oversee background screening, SafeSport compliance, and related training
          - Manage insurance coverage, claims, and incident reporting
          - Develop and enforce policies related to participant safety and misconduct
          - Serve as liaison to leagues, clubs, and administrators on risk-related matters

        - Monitor emerging risks and recommend mitigation strategies to the Board
        - Coordinate with disciplinary and ethics committees as appropriate
      - If anyone is aware of someone who may be interested in becoming a candidate for this role, please have them contact Andrew or myself to discuss.
    - Fundraise4U
      - Negotiations for better terms are still occurring with a final agreement expected by the end of October.
    - Forever Summer
      - Unable to agree on programming for off hours (9 a.m.-2 p.m.)
      - Expectations, roles & responsibilities of VSA personnel not aligned with FSFH's vision.
      - Space for VSA usage of field severely limited as space has been rented to clubs forcing VSA to incur expense of field rentals elsewhere for State programing.
      - Work will continue to have VSA & FSFH align
    - VCIC
      - Access to the new platform will be squared away in the next day or to and state background checks will resume.
    - By-laws
      - A draft by-law proposal regarding protection of VSA's name, programs & initiative will be submitted for AGM
      - ALL By-law proposed changes or additions are due by December 1st.
  - **VP Report (submitted by Emily)**
    - Deadline for award nominations October 20th. The Awards Committee will then meet for review and finalize award recipients.
  - **Treasurer Report**
    - No report
  - **Secretary Report (Kyle Koenig)**
    - No report
  - **Risk Management Report (Keith Roberts/ Rich DeGraff-Murphy)**
    - Held an appeal hearing
  - **State Referees Report (Bill Edwards)**
    - Mentorship Event @ Bailey Jamboree with 24 referees
    - Working to shore up coverage of Parks & Recs matches

- **VSA Operations Update (Lori Levinson)**

    - **Fall Festival increase in registrations**
        - **Friendly reminder regarding any/all communication regarding the event.**
    - **Need volunteers for parking, set-up, break-down, clean-up etc.**
    - **Awards Gala update (attendance, parking, invites etc.)**

- **VSA Executive Director Update (Andrew Minnis)**
    - **60 unique coaches will be entering their grassroots/D license this October.**
    - **Member Advisory Group begins this Friday**
    - **Soccer balls are being shipped to Champlain Cable in the upcoming week.**
    - **Financials have fully been migrated to NBT Bank. Increased CC limit to 25k.**
    - **Member meetings in Atlanta will be October 21-23 regarding local arm model path forward.**
    - **Bylaw amendments/proposals should be shared no later than 12/1 for distribution.**
        - **A book of reports will be due on 12/1 for all required reports.**
        - **A final book of reports and distribution will be sent to VSA membership on 12/1.**
- **Executive Session**
    - **None**
- **Good of the Game**

- **Proposed Next Board of Directors Meeting**
    - November 9th - TBD remote or in-person
- **Adjournment**
    - **12:57 p.m.**