

Pendleton Youth Soccer Association

Board Meeting Agenda

Date: August, 3 2025

Time: 3:00 PM

Location: Falls Park Office



1. Call to Order

- Welcome and brief check-in
 - Meeting officially begins at **3:00 PM**
-

2. Attendance

- Roll call
 - Confirm quorum for decision-making
-

3. Approval of Previous Meeting Minutes

- Review and approve minutes from the July 20th meeting
 - Motion to approve or request edits
-

4. Officer Updates

- **President:** Club priorities and Park updates. Media Day plans and schedule. Discussion about shed progress and future plans.
- **Vice President:** CNC updates
- **Treasurer:** Transition updates to Stephanie

- **Secretary:** Task updates.
 - **Communications:** Communications with families and coaches.
 - **Operational staff updates:**
 - **Academy Director**
 - **Upper Recreational Director**
 - **Lower Recreational Director**
 - **Registrar**
 - **Software Deployment Administrator**
-

5. Old Business

- **PlayMetrics Rollout**
 - Status of account setup
 - Next steps and timeline
 - **Sponsorship**
 - Updates and follow-ups
 - **Contracts & Staffing**
 - Review of staff/contractor agreements
 - Discussion on any unsigned contracts and proposed actions
-

6. New Business

- **Use of Fields by Non-PYSA Groups**

Decision Needed:

Establish a formal policy for individuals or organizations **outside of PYSA** requesting to use the soccer fields.

Discussion Points:

- Should non-PYSA groups be allowed field access?
- If so, what requirements must be met? (e.g., insurance, scheduling approval, usage fees)
- Who oversees scheduling and maintenance during external use?
- Liability and field damage responsibility

Recommendation:

Require a formal application, proof of liability insurance, and approval by the Board or Field Coordinator. Charge a flat rental or maintenance fee per day/hour.

- **Use of Fields for Camps**

Decision Needed:

Clarify policy on **camps held at PYSA fields**, especially for third-party or non-league programming.

Discussion Points:

- Must all camps be PYSA-affiliated or co-sponsored?
- Approval process and who grants it
- Fee structure (if applicable) and impact on field availability for regular programming
- Conflict avoidance with PYSA events

Recommendation:

All camp use must be pre-approved by the Board. Outside groups should submit a camp plan and liability coverage, and may be required to pay a usage or partnership fee unless directly benefiting PYSA members.

- **Employee Program Registration**

Decision Needed:

Set policy for **employee (coach/staff) registration for their own children** in PYSA programs.

Discussion Points:

- Should employees receive discounted or free registration?
- Define which roles qualify (e.g., head coach, seasonal staff, admin support)
- Tax or payroll implications

Recommendation:

Offer full or partial registration discounts for qualifying staff as a benefit, with Board approval and clear documentation for consistency.

- **October Board Meeting Rescheduling**

Decision Needed:

Determine whether to **reschedule the October Board Meeting**, as it currently falls during Fall Break.

Discussion Points:

- Availability of board members and quorum concerns
- Reschedule date (before or after break)
- Impact on planning for late fall programming or postseason items

Recommendation:

Poll board member availability and propose rescheduling to either the week before or the week after Fall Break to ensure full participation.

7. Next Steps / Action Items

- Summary of assignments and follow-ups
 - Sam will compile task list during the meeting
 - Sam is working on putting together volunteers for building new benches
 - Coaches training by the state August 4th and 14th at Community Building.
 - Fall season begins practicing August 5th, games begin the weekend of August 16th.
-

8. Open Floor / Announcements

- Final announcements or comments from board members
 - Reminders regarding upcoming summer events and deadlines
-

9. Executive Session – Begins at 4:00 PM

The Board will enter Executive Session to discuss personnel matters and other confidential topics. This portion of the meeting is closed to non-board members. The operational staff will stay for the beginning of this meeting for this specific meeting and in the future upon request.

10. Adjournment

- Motion to adjourn
- Record official meeting end time