



**Brandywine Lacrosse Club
Meeting Minutes – March 8, 2017**

Call to Order

The regular meeting of the Brandywine Lacrosse Club was called to order at 7:14 p.m. on March 8, 2017 by President Frank Fry.

Present

Frank Fry, Matt Neef, Michael Neef, Maria Healy, Matt Teoli, Michael Neef, Lynnette Rittenhouse and Craig Cullumber.

Approval of Minutes

Minutes from February meeting were approved.

Open Issues:

Kick-Off Day – Process was smooth this year. Recommendations: Keep the volunteer meeting in place one week prior to Kick Off. This allowed the leadership to connect with several volunteers to share details about the duties. This communication proved critical to the smooth operation. One hour each for “Paid Uniform teams” and “Free Uniform Teams”. No paper registrations – families can pay for registration at Kick-Off Day, but must register online. Equipment can be handed out when paid for. No special “bells and whistles” for upcoming years: i.e. discounts for referrals, or for playing in clinics – too labor intensive. Square card readers must be tested the week prior to Kick-Off Day. **Communication** – this year was particularly demanding. A volunteer member of the Administrative Leadership team had health issues that prevented participation for an extended amount of time. With limited volunteers, duties were not fully covered during the extended absence. Emails, Facebook posts, and notifications were limited prior to Kick-Off Day. The club will continue requesting additional volunteers that would be interested in participating in an attempt to improve our level of communication.

Team Roster Changes – Info should go out to anyone who is moved to new teams to inform them of any changes. When Coaches decide, they will follow up with families immediately. With limited number of volunteer coaches, there was an unintentional lack of communication with the 13U team. Until those slots were filled, families received a limited amount of information. Recommendation is to keep two weeks between Kick-Off Day and first practices. This will allow administration and leadership to fill all roles and prepare the team for the new season.

Uniform/Apparel Coordinator Report – Maria Healy – Uniforms were ordered and will arrive prior to first game. Please provide any extra jerseys that were ordered as extras last year to Maria so she can use them for current year records.



Lady Hawks Registration Update – Slots are almost filled. Twenty-four youth girls goggles need to be ordered. Girls will use balls currently in stock. Pinnies will be ordered and given to the girl's clinic participants.

Coaching Issues – Joe Roy, Shawn Gordon and Kris Westphal will be U13. Two new coaches, recruited by Matt Neef, will be joining the 13U team.

Team Snap – Up and running for all teams. Coaches now have direct management access for their teams. This will be used to communicate directly with all parents.

Website Issues – Pic and bio needed from Matt Neef and Mike Neef, Picture from Matt T. for website.

Registration Coordinator Report – Lynnette Rittenhouse reported number of players registered for 2017. Updated rosters were handed out for each team. U.S. Lacrosse registrations were discussed and cross-checked with the database. Coaches are responsible for verifying all player's U.S. Lacrosse memberships are valid prior to allowing participation of player.

New Business:

FUNN Lax Clinic – Tuesday nights only, April and May only. We will NOT field a team for U7. The clinic will practice one night per week.

Deliverables for next meeting:

- **Frank Fry** – Send out email to DYLA members laying out the team arrangement for BLC scheduling purposes. Frank will print flyers for instructional clinic. Frank will email FUNN flyer to Lynnette and Craig.
- **Maria Healy** – Order 2 dozen girls youth lacrosse goggles and 2 dozen razorback pinnies for Lady Hawk's clinic. Picture to Craig prior to next week.
- **Lynnette Rittenhouse** – Set up registration for instructional clinic on League One. Will give Craig access manager on all teams within Team Snap. Email parent volunteers out to each teams so that coaches can use Team Snap to solicit parent help. Email Matt Neef the scholarship form. Contact volunteer suggestions. Picture to Craig prior to next week.
- **Mike Neef** – Picture and bio due to Craig prior to next week for website.
- **Craig Cullumber** – Update website for registration to FUNN Lax Clinic event. Communicate with Maria to get contact information for team spirit store. Going forward, Craig will be responsible for contact and management of the spirit wear store apparel.
- **Matt Teoli** – field lining dependent on weather is scheduled for March 12th – will contact volunteers after confirming paint delivery. Stringing nets and lining fields will take place at 11 a.m. on Sunday. Frank and Matt T. will be there at 10:30 a.m. Send picture to Craig for website prior to next week.



- **Matt Neef** – Compose email and submit for comments to Board members. Email will seek feedback for the club. Will approach potential scholarship recipients to discuss scholarship for equipment, registration and U.S. Lacrosse registration. Picture and bio due to Craig prior to next week.

Next Leadership Meeting Dates:

April 12, 2017 at 7:00 p.m. – Lynnette’s Dining Room

Adjournment

Motion made to adjourn the meeting at 8:38 p.m. by Matt Neef. Seconded by Frank Fry. All in favor. Motion carried. Next meeting will take place on April 12, 2017 at 7 p.m.

Minutes submitted by: Lynnette Rittenhouse