

Meeting Minutes - Feb 28, 2016

Attended: Craig Chapman, Chris Stepian, Andrea Matthews, Mary Kromer, Dennis Gibson, Mark Panko, Mark Miller, Sport Matthews, Ken Honig, Jenn Honig, Donna Waliky

Agenda:

Upcoming Meeting Dates

- Review Open Items from Last Meeting
- Introductions
- Board of Advisors meeting March 10th
- Team Communication
- Website Update
- London Irish/Saracens match
- Big Brew Beer Festival
- Comedy Night Update
- Golf Outing
- Interns to assist teams during season & at tournaments/festivals
- Other Items

Open Items Review:

Credit card charges - 2.5% / Square & Paypal are slightly more expensive

Merchandising Chair - possibly Mark Goebel's daughter, several suggestions on who to use including EmbroiderMe

JMK Insurance - Our insurance will NOT cover, JMK will need to cover their own events with their own insurance

Board of Advisors Meeting - March 10th:

Consulting with Kurt Weaver (USA Rugby Youth Director) for several hours the evening of Thursday, March 10th. Need to review and provide any input, concerns, questions on the bylaws before this meeting

Team Communication:

Mary reviewed Team Snap / already being used by several Morris teams

Website Update:

Mary led discussion regarding website costs.

To add Ridge as a new program onto the website it will cost \$900. / We haven't charged Montclair as yet / Sport felt that since the programs each pay \$30/person to the Corporation, the cost of the website should be included. Discussion was had about reviewing the website costs again (planned to do in one year) / Request was made to get the bill from 4x3 for adding Montclair onto the site to have an up-to-date price to go by. - AGREED to add Ridge

To increase our reach we need to capture the personal emails of our members on the website (maybe visitors too) need to add a disclosure statement that Morris Rugby will not sell/distribute personal information (including emails)

Need to gain a better understanding of what the "corporate fees" cover and what they don't

London Irish / Saracens Match

Will include youth players at half time, but still no information from the organizers (extremely slow in responding)

We are lending our scrum machines to London Irish while they are here

They are staying at the Madison Hotel for the week

Big Brew Beer Festival:

Dennis & Allison met with the National Guard due to vandalism at the last Beer Festival. They were planning to ban us, but are giving one more chance. If there is any damage this year, we are not invited back. Additional private security and police coverage has been added for this year

Donna has volunteers covered for the upcoming festival on March 5th

Comedy Night Update:

Big success, however no final numbers as yet as Chairperson has been ill (Trudy Duffy) Will have at next meeting.

Possibly move to larger venue for next year with a main headliner. Need to invest more but hopefully make more

Potential profit \$13,000

Trudy will send Thank You notes to all who donated

Discussed Texas Hold 'em or Casino Night in addition for this year

Golf Outing:

Friday, June 24th / No Cash prizes!

Need more people on the committee - Adding Rich Corney to keep budget on track

Alex Carifo to get a tee sign for sponsorships

Interns:

KJ was able to get 2 college interns last year (volunteer) to assist with field setup, communications, practice / game plans, etc. Craig is reaching out to Tim Ziakas from Parkview Sports who has contact with local colleges. It will be up to the individual programs on how they will use the interns. Last year's Intern job descriptions provided by KJ.

Other:

Property - Craig reached out to Tom Grego to discussing obtaining a piece of property in Chester. Dennis met with him four years ago but it required a lot of additional work and would be a large investment. Sport & Dennis agreed to look at the property and get back to the group. Chester also offered the fields across from the flag tournament festival site.

Calendar - Emily Laura is putting together a calendar for mens & womens practice dates/times that will be posted to the website

Coaches / Background Check Policy - Mark spoke with Kris O'Brien, coaching group update is in process / Mark will put together a policy on background check for coaches. Include that only "official" coaches can be on the field with the players - no "dads" / Coaching certificate budget line item may need to increase to cover current cost and include all those who will be on the field with the kids. Don't want to have to pay a legal bill because we didn't get everyone certified

Sport also brought up that we need to check into Rutgers Safety program (cost, availability, etc) get contact in Denville to do certification class, may reduce costs somewhat

Rugby Summer Camp - Craig is inquiring with local company to see if they want to partner, prefer to do after flag season is over. Would be the "bridge" between flag & tackle

Sign Campaign - signs put out on a Friday evening, picked up on Sunday evening. Do we want to do again this year?
Cost: \$50-10 signs / \$120 - 20 signs

Action Items/Questions to be answered:

Discussion of separate budget for each flag program vs. one general still to be had

Future item: Have list provided to each team to ensure that all players families are currently on the list

Craig to get info on Saracens game to Sport for Youth Participants and halftime

Diane to send invties for all upcoming meetings

Andrea to reach out to Mark Goebel to get contact info for his daughter & gauge interest in Merchanding Chair

Mary to get invoice from 4x3 for adding Montclair to website

Dennis to provide cost breakdown & insurance (per person) for youth, tackle, senior programs

Mary to add email disclosure to site and investigate capturing email addresses

Alex to get sign for Golf Outing sponsorships

Sport/Dennis to report back to the group on possible property in Chester

Mark to provide background checks info/policy on coaches and also costs to determine if budget line item needs to be updated

Sport to reach out to Tom to get contact info for Denville Rutgers Safety certified individual

Group to decide on sign campaign - do we do again this year?

Completed - Each VP to either update the Org Chart with their Operational Heads by 2/5 or send to Diane so she can update

Completed - Add Andrea to Yahoo Groups

Completed - Craig to get last year's AGM slides to Diane

Completed - All information that needs to be in slide presentation to be sent to Diane by February 15th

Completed - Question was asked if the fee from the credit card company changes based upon # or \$, Jenn to check

Completed - Jenn to get info from Val on JMK Events insurance changes