

**LYYA, Regular Meeting of the Board of Directors
A Texas Non-Profit Corporation**

A meeting of the Board of Director's was held on April 13, 2014, at Craigo's Pizzeria in Lakeway, Texas. The meeting was called to Order by President Ken McCannon at 6:36pm. The parent board members present at the meeting were Ken McCannon, Glenn Smith, Vice President; Susanna Cutrone, Secretary; Peter Maddox, Jerry Rios, and Jerry Mohn. There were two sport board members at the meeting: Adam Rowins, Basketball President; and John Trowbridge, Soccer President, arrived late. Executive Director Scott Cronk was also present.

Please see the Agenda, attached and incorporated herein, as an outline on items discussed at the meeting.

The approval of the March Minutes was tabled until the next meeting pending slight revisions.

Executive Director's Report

The spring sports' demand on the parking facilities has been significant and it was difficult to estimate the number of people, as some families arrive in two or more cars. However, the posted signage has improved traffic flow. Soccer added to the parking difficulties with their scheduling. Two parking spaces were auctioned off this year, one was purchased by the Evans family and another by new member, John Gonzales.

There was an update on improvements to the Field of Dreams, including the soccer netting, sunscreens on baseball fields, and batting cages.

A bid package went out to six individuals who expressed an interest in grading the parking lot and doing some excavation work at FOD. Only one estimate was submitted to LTYA. Scott reported that he previously communicated to soccer and baseball to explain that he had one bid from a party that he knew, for \$6500.00. Both Sports concurred that he should proceed with the project. The work will include grading the parking lot behind the soccer and softball fields, and doing repair work where culverts have developed, in order to re-direct the water run-off. Scott sees this expense as a Capitol Investment to come out of account that had a \$150,000.00 balance for capital improvements. Glenn pointed out that approximately \$115,000.00 has been dedicated to other capitol expenses. Peter Maddox made a motion to authorize the \$6500.00 for FOD parking lot repair and related excavation. There was a second and the motion passed unanimously.

Scott updated the board on communications and status with LTISD. He is pleased that going forward, Athletic Director Hank Carter and Assistant Athletic Director Brandy Belk will be our liaisons. Over a 3 year period, we will work together to establish rates and obligations. The Cabinet accepted the proposed contract obligation of \$52,000 for this year.

The office reported that it has had success in numbers registering for spring sports. All are open with the exception of Cheer. They still have questions about uniforms and costs. Registrations are up with the exception of Softball and Golf. Golf is down to 10 per class.

Scott has been working closely with Adam Rowins and Basketball on its strategic plan. Baseball also has inflection points due to what is offered.

The organization is now stable financially; it will be 18 months before it is completely there but the process is working. At the last annual meeting in May, 2013, the former board anticipated a loss of \$180,000.00 this year, and we will report a \$60,000.00 loss to the membership in May, 2014.

Budget Report - Thinh Nguyen was absent and although there was not a Treasurer's report, Ken read a note prepared by Thinh that the current financials are uploaded to Google documents and that cash and expenses are tracking.

There was discussion about the maintenance of the website and specifically, the pages of the Sports. The Football website was discussed at length; Thinh reported that Football created a separate website that can be linked to from LTYA.net. The link redirects to a page entitled Lakeway Youth Football, "The Official Website of Lake Travis Football." LTYA paid Blue Sombrero for the URL and platform. There was consensus amongst the board members present that Football (and all the sports) need to be consistently branded and LTYA should own the URL that is hosting related pages of LTYA sports. Scott stated that he will work with Bill Stroud and Todd Webster to get the URL and ensure that branding is consistent with LTYA. The Board will consider adopting a policy relative to website communications, ownership of domains, and branding for LTYA. Ken directed Scott to handle the operational issues regarding the URL and branding and requested a general policy for all Sports.

Specific Agenda Items:

- 1) Support of RBI Austin - Glenn Smith
Request that the organization, with Major League Baseball Association ties, be able to utilize the LTYA database to solicit donations for the development of East Austin fields. The RBI Austin effort is by Justin Simmons (former UT Baseball player) and Glenn believes that helping them now will result in future assistance for LTYA. There was no motion but the other directors were not in agreement with the request.
- 2) Operational flexibility for Executive Director - Susanna Cutrone
Susanna expressed concern that on several recent occasions Scott has had to seek approval for what should be operational decisions (most recently approvals email expenditure for field improvement in the amount of \$2,000.00; opening a registration previously discussed and sending out a member survey). Scott explained that he was previously given signature approval of up to \$1,500.00 and he is comfortable with that. He appreciates the confidence that we have in him but reflected that the Board determines its oversight policies not upon the person currently serving in the position, but for the position itself. Everyone agreed that the communication from the ED is excellent.
- 3) PCA liaison - Jerry Mohn
Jerry questioned the future role of the PCA liaison because he believes that his efforts have been ignored. He had recommended that teams adopt the culture keeper model in order to have oversight on compliance issues and to ingrain the practices within the organization. Jerry Rios suggested that Jerry Mohn or his successor on the board come back with a proposal for how to incorporate PCA into LTYA policies.
- 4) Disciplinary Procedures - Ken McCannon

Ken believes that 90% of these issues should be handled by the Sports but the Parent Board becomes involved if the Sports cannot resolve it. There were two specific issues discussed:

1. What makes a Complaint an official complaint to be addressed by the Sport and/or Parent Board? The Board agreed that an official complaint is in writing. Sport should handle according to standard operating procedures (that need to be developed). If the Sport is uncomfortable responding to the Complaint or the person receiving the discipline wants to appeal the Sport Board decision, it comes to Parent Board to address pursuant to the Bylaws.

2. How do we handle a Complaint against Board member or Director? The Parent Board should address these formal complaints according to the Bylaws.

In the update of the Bylaws, standardized procedures should be defined for all Sports to utilize in responding to Ethics violations and Complaints). Jerry Rios suggested that for a first offense, the Sport handles it, and for second offense it comes to the Parent Board. It was agreed by a majority of the Board members in attendance that any official complaint should be communicated to the Board immediately.

The training of the umpires for baseball and soccer were discussed in relation to a recent complaint and concerns expressed about baseball, specifically 8U.

- 5) **Reduce # Dynamo players - John Trowbridge**
There was discussion and a request by John to review the addendum to the contract and possibly seek to amend it in order to reduce the floor of Dynamo players using FOD. John would like for Dynamo to reduce the number of kids on the field, ideally to a 200 person floor. He explained that Dynamo has entered into agreements with St Michael's and Concordia to draw more players from the greater Austin area. If LTYA reduces the number of Dynamo players on FOD, it will improve the fields for the rec players.
- 6) **Board Member Election - Susanna Cutrone**
A notice will be sent on Monday, along with nomination forms, to the membership. Nominations are due by April 28, 2014. Peter Maddox will vet the nominees to ensure that they meet service requirements.
- 7) **Spring Fest Participation - Scott** inquired about the Board's willingness to serve or secure volunteers for Spring Fest, held in the Bee Cave Park / Backyard area on April 25 - 26th from 11am - 7pm; Per Jerry Mohn, LTYA's booth was previously located in an area with very little traffic and visibility. The Board agreed that if LTYA can be in the Marketplace we will commit to getting volunteers to fill slots to staff a booth.
- 8) **4th of July Parade - There was discussion regarding participation in the Lakeway event.** The Board will inquire with a local business that provides hay rides in consideration of a float.
- 9) **All Member Survey - Scott Cronk**

Each sport is doing its own post-season survey; Scott would like to send an all member survey prior to May 13, 2014. The general purpose survey will incorporate questions to gauge opportunities for education and improvement.

- 10) Board fiduciary responsibilities -
There was discussion about members in receipt of financial benefits for providing services to LTYA. The Board discussed incorporating a conflict of interest policy into the revised Bylaws. Board member services, although professional, are to be provided on a strictly voluntary and pro bono basis.

Other Items

Transparency Committee - Susanna Cutrone

The following recommendations to enhance communication were presented by the Transparency Committee, composed of Susanna, Jerry Rios and Adam Rowins:

Routinely notify the Membership of all Regular and Special Board of Directors' Meetings at least seven days prior to the event;

Post board and key staff members' names, titles, and bios that highlight each person's skills and contributions on the website;

Post links to the adopted Minutes, or a summary of motions passed by the Board, on the website;

Post the organization's annual report on its website (Form 990);

Post final, audited financial statements on the website;

Post the organization's IRS letter of determination on its website;

Regularly update the organization's website with current, detailed program information with the assistance of Sports Boards;

Publish any membership evaluation information by linking to or summarizing survey results, and information regarding organizational changes, including the strategy and metrics (if available), to support Board decisions.

There was a motion from the Glenn Smith to approve the recommendations. There was a second and the recommendations were approved unanimously.

Sports Commissioners' Items

Basketball - Adam Rowins

Basketball is working to identify areas for improvement. Adam met with the former Basketball Commissioner that served from 2002 - 2008.

Soccer - John Trowbridge


John is seeking approval on behalf of the Soccer Commission to open registration for a series of Dynamo Youth summer camps.

Adjournment

Ken announced that the Annual Meeting is on May 13, 2014, at 6:00 pm, and the next Regular meeting of the Board of Directors will be held on Sunday, May 18, 2014 at 6:30pm.

There was a motion to adjourn made by Peter Maddox at 9:28pm.

Respectfully,


Susanna Holt Cutrone
Secretary, LTYA