

**NCSA Regular Monthly Meeting Minutes**  
**February 4, 2019 at 6:30 PM**  
**SUNY-Fredonia, Fenton Hall, Room 127**

Present: Chris Witkowski, Cheryl Derby, Cristina Gegenschatz, Kris Schlia, Robert Tenamore, Matt Walker  
Excused: Jake Wilkins

Meeting called to order at 6:32 pm.

**Privilege of the Floor**

No one addressed the Board

**Minutes**

- Meeting Minutes from January 7, 2019

Motion to approve the meeting minutes from January 7, 2019 by Derby. Second by Tenamore.  
All in favor (6-0).

**Treasurer's Report**

**Reports of Directors & Coordinators**

- Uniform Committee—Gegenschatz
  - o Resolution 3-2019

*RESOLUTION # 3-2019*  
*FEBRUARY 4, 2019*  
*BY: PRESIDENT JAKE WILKINS*

*ACCEPTING UNIFORM BID*

*WHEREAS, NCSA Concord FC solicited requests for quotes for the purchase of uniforms for its upcoming youth travel soccer program via Electronic mail dissemination to five vendors; and*

*WHEREAS, The Request for Quotes stipulated "The contract will be awarded after evaluation of all bids has been made. Factors to be considered in awarding the bid will be price, quality, and time required to make delivery. In the interest of suitability to Concord FC's need and/or economy, factors other than the cheapest in price may be considered. Concord FC reserves the right to reject any or all bids, waive technicalities, and to be the sole judge of suitability for intended purposes;" and*

*WHEREAS, After a careful evaluation by the uniform committee, it is recommended by the uniform committee NCSA accept the bid from Challenger Sports, of 94A Jefferson Blvd, Warwick, RI 02888. Challenger Sports bid was \$68.50 + \$5.50 for an additional pair of socks - Training top is \$6.55 Youth and \$7.55 Adult. Three week production time for fully sublimated uniform (2 tops,*

*1 shorts and 2 socks) Each team will additionally be supplied, a Coaches Polo, a Game Ball, a Warm up Jacket, Coaching Mesh Bag, now therefore be it;*

*RESOLVED, that the President is authorized and directed to execute any and all documents, on behalf of the Northern Chautauqua Soccer Association, with the above-named vendor, for the contract of uniform kits.*

Motion to accept Resolution 3-2019 by Tenamore. Second by Schlia. All in favor (6-0).

- Additional Playing Opportunities Committee—no update
- Finance Committee
  - o To meet before the next meeting to propose budget and fees for House League
- Concord FC Committee—Witkowski
- House League Committee—Gegenschatz
  - o Suggestion to adopt the name “Concord Academy”
    - Resolution to follow

*RESOLUTION # 5-2019  
FEBRUARY 4, 2019  
BY: NCSA BOARD*

*WHEREAS, the Northern Chautauqua Soccer Association (NCSA), in conjunction with its Technical Director P.J. Gondek, is developing a more established instructional philosophy incorporating team teaching; and*

*WHEREAS, NCSA’s vision for the summer soccer program has evolved to include a more technical aspect while still promoting enjoyment of the game; and*

*WHEREAS, this instructional philosophy is commonly known as an “academy” style of instruction; and*

*WHEREAS, NCSA’s summer soccer program has been variously known as House League, Summer Rec, or Recreational Soccer. Now, therefore be it;*

*RESOLVED, NCSA’s summer soccer program will now be known as Concord Academy.*

Motion to approve Resolution 5-2019 by Gegenschatz. Second by Tenamore. All in favor (6-0).

- o Summer Soccer Advertising

*RESOLUTION # 4-2019  
FEBRUARY 4, 2019  
BY: AT LARGE MEMBER KRIS SCHLIA*

*AUTHORIZING AGREEMENT WITH WDOE 1410/KIX COUNTRY 96.5*

*WHEREAS, NCSA wishes to contract with the local radio station WDOE/KIX Country, 4561 Willow Rd, Dunkirk, NY to advertise its upcoming summer programming; and*

*WHEREAS, WDOE/KIX Country has offered an agreement: \$300 for a package of twenty spots on WDOE 14010 AM and KIX Country 96.5 FM that would run three times a day from 5:30 AM to 8:00 PM. \$187.50 for purchase of an advertisement tile on the radio station's website, chautauquatoday.com, which would run for two weeks; and*

*WHEREAS, The NCSA board has carefully considered this proposal and deems it to be fair, reasonable and in the best interest of the organization; now, therefore, be it*

*RESOLVED, that the President is authorized and directed to execute any and all documents, on behalf of the Northern Chautauqua Soccer Association, with the above-named vendor, for the contract of radio and website advertisement with WDOE/KIX Country, for its upcoming 2019 summer programming.*

Motion to approve Resolution 4-2019 by Gegenschatz. Second by Derby. All in favor (6-0).

- Policy/Bylaw Committee—Witkowski
- Land Acquisition Committee—Witkowski

#### **Unfinished Business**

- Target Grant
  - o Resolution 1-2019

*RESOLUTION # 1-2019*

*FEBRUARY 4, 2019*

*BY: PRESIDENT JAKE WILKINS*

*ACCEPTING TARGET YOUTH SOCCER GRANT*

*WHEREAS, President Jake Wilkins, as NCSA President, made application for the Target Youth Soccer Grant, made available by The Target Foundation which was made known to NCSA via NY West Executive Director Alex Brame; and*

*WHEREAS, Scholarships / registration fees, player equipment (e.g., shin guards, balls, jerseys, shorts, socks), field equipment (e.g., balls, cones, field flags, permanent goals), certified training and / or professional, development for volunteer coaching staff (non-administrative are items that can be funded via the grant); and*

*WHEREAS, NCSA may receive a program evaluation survey following the end of your program. The evaluation will focus on outputs such as the number of people served and marketing activities. If our Target-funded program requires a program evaluation, Target will send an online link with instructions; there is no need to proactively reach out for the evaluation; and*

*WHEREAS, President Wilkins has been officially notified and is in receipt of the \$1,000.00 (the maximum allowed) check tendered by The Target Foundation; now, therefore, be it*

*RESOLVED, That NCSA Board does hereby accept the \$1,000.00 check and any terms attached as set forth by the Target Foundation.*

Motion to approve Resolution 1-2019 by Schlia. Second by Tenamore. All in favor (6-0).

QuickBooks

o Resolution 2-2019

*RESOLUTION # 2-2019*

*FEBRUARY 4, 2019*

*BY: ENTIRE NCSA BOARD*

*AUTHORIZING AGREEMENT WITH QUICKBOOKS™ ONLINE SERVICES*

*WHEREAS, Pursuant to the NY Nonprofit Revitalization Act, the NCSA board has a financial responsibility to manage NCSA funds to the best of its ability; and*

*WHEREAS, In order to prove that a board is operating correctly, it is important to keep good financial records and to develop a strong system of periodic reporting from committees and the organization itself to the board; and*

*WHEREAS, Entering into an agreement with Quickbooks™ Online services would facilitate good financial records for reporting to the NCSA board. A list of what the subscription includes is supplied below; and*

*WHEREAS, Quickbooks™ would cost the organization \$387/1st year and would be a varying price in subsequent years. Quickbooks™ estimates a price of \$645/subsequent years. The NCSA board has carefully considered this proposal and deems it to be fair, reasonable and in the best interest of the organization; now, therefore, be it*

*RESOLVED, That NCSA Board does hereby authorize President Wilkins to enter into an agreement with Quickbooks™. Authorized users will be at the discretion of the President.*

*The QuickBooks Online Plus Subscription includes:*

- \* 5 users + 2 accountant*
- \* Works on iPhone, Blackberry and Android*
- \* Import data from Excel*
- \* Create and manage invoices*
- \* Customer Center*
- \* Income and expense tracking*
- \* Online banking*

- \* *Estimates*
- \* *Recurring transactions*
- \* *Manage bills to pay later*
- \* *Business trends for your industry*
- \* *Company snapshot, company scorecard*
- \* *Delayed billing*
- \* *Permissions control*
- \* *65+ business reports*
- \* *Location tracking*
- \* *Class tracking*
- \* *Budgeting*
- \* *Time tracking*
- \* *Prepare 1099's*
- \* *Purchase orders and inventory management*
- \* *Billing by customer (billable expenses)*
- \* *New! Manage Projects*
- \* *Payroll can be added: contact me for details*
- \* *Accepting credit cards can be added: contact me for details*
- \* *Free phone support*

*Pricing: Extended promotion for 1 year*

*- Plus: \$36/month or \$387/1st year*

*- estimate \$60/month or \$645/annual*

Motion to approve Resolution 2-2019 by Schlia. Second by Derby. All in favor (6-0).

- Budget for House/Concord Academy

Item tabled.

#### **Pre-Filed Resolution(s)**

See above.

#### **New Business**

Sponsorship letter.