

MEETING MINUTES

EDJC BOARD MEETING

Date: February 2nd, 2026

Time: 6:30 PM

Meeting called to order by: PRESIDENT- BRIAN MARTIN

IN ATTENDANCE

President – Brian
Vice President – Penny
Director of Football – Cody (absent)
Secretary – Leslie
Registrar – Kayla (absent)
Sponsorship/Fundraiser – Kassady
Communications – Stephanie
Safety – Cristal
Volunteer – Sarah (absent)
General – Jen (absent)

Vacant Positions

Director of Cheer
Treasurer
Equipment
Concessions
Merchandise

1) Meeting Format & Attendance

- The board will **stop doing individual reports at the start** of off-season meetings because it was taking up the entire meeting.
- Meetings will now begin with **agenda topics first**, and **25-30 minutes at the end** will be reserved for individual updates if needed.
- Members must put important items **on the agenda ahead of time**.

Roll Call

- Present: Brian (President), Penny (Vie President), Leslie (Secretary), Cristal (Safety), Kassidy (Fundraising/Community), Stephanie (Communications)
- Absent: Kayla, Cody, Jen, Sarah
- Brian will reach out to ----- due to repeated absences to confirm if they will be continuing on the board.

2) Meeting Schedule Decision

- Mondays don't work for many members (work/family conflicts, holidays/3-day weekends).
- Tuesdays were preferred over Wednesdays and Fridays.
- **Motion passed:** meetings moved to the **first Tuesday of each month, 6:30-8:00 PM**.
- Votes may proceed even if some members are absent.

3) Bylaws Committee & Process

- Full-board bylaw revisions previously failed, so a **Bylaws Committee** will be formed led by the **Executive Board**.
- The committee will draft changes and bring them back for **full board discussion and formal vote**.
- Committee meetings will occur **outside regular board meetings** and will continue even if some members can't attend all board members are invited.
- All changes must follow the **existing bylaws process** until updated to remain legally valid.
- Optional step: revised bylaws may be reviewed by the **league attorney** before final approval.
- Focus areas include discipline, governance, and sensitive topics like **voting rights**, prioritized for long-term program stability.
- These will be closed meeting to the public.

4) Planning, Calendar, and Events

- The board agreed to create a **full-year calendar** and avoid last-minute scheduling.
- Events will be listed by month first (**dates TBD**) and finalized once the league master schedule is released (expected within a month).
- **SportsYou calendar** will be the main live calendar and linked to the website; parents can print it.
- A **visual year-at-a-glance calendar** will also be created and shared on social media.

Assignments

- Kassidy = Calendar Coordinator (collect events and maintain calendar)
- Board members will email Kassidy all recurring/known events
- Leslie will help with the visual annual calendar

Standards

- Goal: at least one month notice for events whenever possible.

5) End-of-Season Party, Awards, and Trophies

- The program will host **one official end-of-season party**, paid for by the organization.
- Coaches may hold team-only events separately if they want.
- Trophies/awards will be program-provided and distributed at the main party.
- Awards should happen before food to improve attendance/structure.
- Cheer awards first.
- Last year's trophy process was labeled disorganized and will be restructured.

6) Kids Expo (April)

- **Motion passed** to participate in Kids Expo (April).
- Early registration approved to avoid increased costs.
- Purpose: community presence and outreach, not only recruiting.
- Budget approved: up to \$500 (not required to spend all).
- Kassidy and Leslie will coordinate planning and activities (games, coloring, tattoos, interactive items).

7) Communication Rules

- Email is the official method for board business and documentation.
- GroupMe is for urgent/quick messages only.
- Items like grants/funding must come via email and be added to the agenda.
- Grant discussion was postponed.

8) Board Discounts, Fees, and Accountability

- Frustration noted that some board members still haven't paid fees from last year.
- The board agreed the "free/discount registration" incentive must be tightened to prevent people joining only for perks.

Board discount structure (APPROVED)

- **Tiered approach:** 1st-year board members receive a partial discount (example: 50%); 2nd year+ may qualify for full/free registration.

- Add a clause: if a board member **doesn't complete obligations/season**, they must pay full registration.
- Discount applies only to a board member's **dependent children/household guardianship** (step/adopted ok), with a **limit** (recommended: up to **2 children**).
- If a board member has no child in the program, they may use the benefit to **sponsor one player**.

Voting note

- Voting/polls should be coordinated through leadership/executive board, not random polls.
- General board voting rights were not expanded.

9) Volunteer Checks + Tracking Improvements

- Volunteer deposit/check system (**APPROVED**):
 - **\$350 per child** (two checks of **\$175**), split across the season.
 - **Max based on 2 kids** → families won't submit more than **\$700**.
 - Requirement: **10 hours per participant, max 20 hours per family**.
 - If half hours aren't done by the 4th game, one check may be deposited; if all hours aren't done by last game, the second check may be deposited.
- Need improved volunteer tracking (TeamSideline/iPad check-in), since poor tracking last year caused confusion.

10) Registration, JAMS Fee, Payment Plans (Approved)

- Registration fees will stay **the same as last year**.
- Added **\$200 JAMS/competition fee** (primarily cheer), with two options:
 - Pay upfront **or** fundraiser
 - **Mid-season deadline** to confirm participation/planning
- Registration can open **ASAP** once pricing and volunteer rules are entered in TeamSideline.
- Families with unpaid balances should pay them before starting a new plan.
- Payment plans must be **paid in full by Jamboree**.
- Refunds allowed **before Jamboree**; after Jamboree, **no refund**, with flexibility for families who communicate and show consistent payments.

11) Interviews Scheduled (Board + Head Coaches)

- Interviews scheduled for **Feb 24 and Feb 25, 6:30–8:30 PM**.
- Use **15-minute slots** (Calendly or SignUpGenius).
- Applicants must email interest and may apply for **multiple positions** (ranked choices).
- Promote through SportsYou, website, social media, and coaches chat.
- **All head coach positions are open and all head coaches must interview**.

12) Board Role Changes (Approved)

- **Safety + Equipment** combined into one position.
- **Merchandise board position eliminated** (handled as an assigned task/volunteer role instead).
- Volunteer Coordinator was not combined due to importance.
- Board acknowledged board size is still large (~15 including general roles) and may be adjusted through bylaws (voting structure and executive decision-making between meetings were noted as future discussion).
- General roles seen as helpful for **shadowing/training** future leaders.
- Football/Cheer/Coaches clinic discussion moved to next meeting.

13) Financial Updates & Refund Handling

- Current balance reported: **\$41,963.14**.
- Penny corrected and mailed checks previously written incorrectly.
- Volunteer refunds may be held if a family has an **outstanding balance** (example: ABC family had a \$300 balance).

14) League Updates (SYF) + Rule Changes

- Community updates shared:

- Liberty Ranch president **Trevor** recovering after brain tumor removal; messages encouraged.
- Nevada Union community: youth player loss; sibling still recovering; jersey retired.

Major rule updates discussed

- **8U** - Only **one player** may handle the ball per play (no laterals/pitches after first touch).
- **X-man** enforcement tightened with penalties and possible coach ejections.
- Certified/stamped rosters should be kept in head coach binders for each game.
- Player eligibility/X-man concerns must be addressed at **Jamboree**; cannot be challenged later in season.
- Clock rule changes: last **2 minutes of each half** will follow varsity-style stop-clock rules.
- Games must start **on scheduled time** even if earlier games end early.
- Running clock cannot begin until **second half**.
- Teams cannot walk off/quit early without penalties unless legitimate roster/safety issue.
- **8U kickoff moved** from the 50 to the **40**.
- Program concern: 8U competitiveness/retention—need stronger focus on fundamentals and possibly minimum play adjustments.

15) New 6–7 Flag Football Pilot (Possible)

- League is considering a **flag football level for ages 6–7** as a feeder program.
- Short game before the first regular game; coaches may be parents or high school players.
- Details still pending (cost, refs, uniforms/shirts, number of teams participating, schedule consistency).
- Board liked the concept and will decide later.

SUMMARY

The board approved several changes to improve efficiency, organization, and accountability. Off-season meetings will now begin with agenda topics first, with individual reports reserved for the end if time allows, and meetings will move to the first Tuesday of each month from 6:30–8:00 PM. A Bylaws Committee led by the Executive Board was formed to draft updates for full board approval, while event planning will shift to a full-year calendar to reduce last-minute scheduling. Registration fees will remain the same as last year, with a \$200 JAMS competition option added, volunteer requirements clarified with a capped check-hold system, and payment plans required to be paid in full by Jamboree. Board role adjustments were approved, including combining Safety and Equipment, eliminating the Merchandise board position, and tightening board registration discounts through a tiered structure tied to service completion. Interviews for open board and head coach positions were scheduled for February 24–25, and the board confirmed expectations around communication, voting, and fiscal responsibility, while also reviewing league rule changes and exploring a possible new flag football program for younger athletes.

NEXT MEETING

March 3rd, 2026

Adjourned: 8:34 PM

Minutes prepared by Leslie

Summers Secretary