

## Minutes

Wednesday, November 17, 2010

**Call To Order:** 7:08 PM

**Present:**

Jack Burke, Mary Jane Burke, Bruce Disco, Cindy Disco, Jessica DiZazzo, Troy Gladu, Alissa Haeseler, Craig Heuitson, Sharon Kozey, David Lavoie, Richard Loomis, Keith O'Hara, Allan Rawson, Jeffrey Rawson, Kathie Rawson, Kelly St. Laurent, Christine Rukstela, Amy Williams

**Absent:** Debbie Spinelli

1) Minutes: Motion made by Jeff Rawson to accept the minutes of the October 26<sup>th</sup> meeting, seconded by Craig Heuitson; approved by all.

2A i) Goals: Jeff Rawson proposed that we take a look at the short term goals and assign goals to committees. There was much discussion concerning establishing a 501c3, this was delegated to the Legal Committee. Keith O'Hara suggested a 90-day timeline to try to get this accomplished. Troy Gladu suggested his sister may be able to help with this as she has prior experience with QVSA and securing nonprofit status. Discussed creating a website, Jeff Rawson and Troy Gladu suggested sending this goal to the PR and Marketing Committee once we have established a name. Insurance coverage was on the goals list and it was stressed how important it was that we all have insurance coverage. Allan Rawson proposed that we table this as we are trying to recruit an insurance person.

2A ii) Naming Committee: Jeff Rawson proposed that we start a Naming Committee and that Kathie Rawson be the chair. Keith O'Hara seconded this motion; all approved. On this committee are Troy Gladu, Alissa Haeseler and Keith O'Hara. This committee will work on the mission statement/vision as well as coming up with a name. Kathie Rawson will e-mail key adjectives to members and all will submit name suggestions.

2A iii) Strategic Planning Meeting Review: Strategic Planner Caleb Rick had been in contact with Kathie Rawson. He provided names for local Non Profit foundation contacts as well as links to sites that would be helpful to the organization. Caleb provided the following websites should anyone be interested: IRS: general resources page for exempt organizations:

1)<http://www.irs.gov/charities/index.html>. IRS web-based training

2)<http://www.irs.gov/charities/article/0,,id=166625,00.html>. Board Source – an organization dedicated to strengthening nonprofit governance.

3) <http://www.boardsource.org/>

Caleb sent an email to the community foundation in Hartford to learn which community foundation covers our geographic area and hopes to get an answer to Kathie shortly (to learn more about the Hartford Foundation you can visit their site:

<http://www.hfpg.org/Default.aspx>).

Overall everyone felt the workshop was very useful and had very positive feedback. An appropriate gift and thank you card will be given to Caleb.

2B) **Legal Committee:** Craig Heuitson is chair of this committee. He has been working on writing by-laws for foundation. Craig will be bringing in segments for group approval as he completes the by-laws. Background checks were also discussed; these will need to be done for everyone. Legal Committee is working on completing the 501c3. It was suggested that we aim to secure nonprofit status by March 1<sup>st</sup> 2011.

2C) **Member Discussion:** Committee assignments and members were revised.

**Nominating Committee:** Jeff Rawson, Jessica DiZazzo, Troy Galdu, Keith O'Hara, Kathie Rawson

**Finance Committee:** Alissa Haeseler, Kelly St. Laurent, Dick Loomis

**Fitness Committee:** Amy Williams, Mary Jane Burke, Dave Lavoie, Debbie Spinelli, Sharon Kozey withdrew from the committee

**Legal Committee:** Craig Heuitson, Jack Burke, Dick Loomis, Allan Rawson

**Nutrition Committee:** Jessica DiZazzo, Mary Jane Burke, Kathie Rawson, Amy Williams

**Public Relations and Marketing:** Troy Galdu, Keith O'Hara, Sharon Kozey, Jeff Rawson, Chris Rukstella, Kelly St. Laurent

**Sports Committee:** Dave Lavoie, Bruce Disco, Craig Heuitson, Allan Rawson, Debbie Spinelli

**Executive Committee:** Keith O'Hara, Allan Rawson, Alissa Haeseler, treasurer, Kathie Rawson, temporary Secretary, Jessica DiZazzo, Craig Heuitson, Dave Lavoie, Troy Gladu, Jeff Rawson, Amy Williams

2D) **YMCA Field Trip:** Jeff Rawson, Allan Rawson, Betty Hale (Benefactor for YMCA) and Ron Coderre (RPC Associates) took a trip on October 29<sup>th</sup> to see Brooklyn/Canterbury, Star Hill and YMCA in Ellington. Jeff Rawson felt the YMCA mission was similar and we would be able to reap the benefits of shared efforts. Allan Rawson mentioned that we offered the YMCA a piece of land.

2E) Putnam ZBA: Putnam ZBA approved soccer fields that will be located on the Putnam/Thompson line. Tree cutting will begin immediately and access will be off of East Putnam Road. Allan Rawson is hoping the space will accommodate building two small and one large field.

2F) Possible joint committee meeting: Allan Rawson suggested we have a joint committee meeting with the Nutrition, Fitness and Sport committees. Dave Lavoie suggested we push this joint committee meeting until the sub committees were more established; all agreed.

3A) Review of remaining committees and possible meeting dates: At the conclusion of the meeting the sub committees will set meeting dates for the month of December.

3B) Facilities Discussion: Tabled

3C) Transportation Committee: The Building and Grounds committee will be established at a later date. This committee will include Transportation (fields, transportation, offsite events)

3D) Identifying the underprivileged children using Athletic Director's Organization: Tabled

4) Open Discussion: Dick Loomis encouraged members to take photos to share with the Public Relations committee. Sharon Kozey will talk to EastConn employees to help Debbie Spinelli identify underprivileged children. Troy Gladu suggested we work with the Canterbury Soccer Club because it is already established and it would make a great building block. Troy Gladu suggested we pilot our Nutrition and Fitness ideas on this club. Dave Lavoie suggested we keep a written list of donations that were offered to our group and also suggested we put this list on our website to encourage other people to donate. Craig Heuitson discussed profits from holding tournaments.

5) Set Date for Next Meeting: Group decided we will not hold a December meeting. Next meeting will be Tuesday January 18<sup>th</sup>.

6. Adjournment: 8:45 Jack Burke motioned to close the meeting, Mary Jane Burke second this motion; all agreed.

Submitted by Jessica DiZazzo