

**BAY AREA YOUTH SOCCER ASSOCIATION**  
**Annual Workshop Meeting – July 24, 2021**

**CALL TO ORDER.** Thomas Morrow, BAYSA President, called the meeting to order at 9:00 a.m. on Saturday, July 24, 2021 at the Friendswood Chamber of Commerce, Friendswood, Texas.

**Present:** Alvin, Galveston County, Houston Dynamo Dash South, North Channel, Quest, South Belt, Soccer Centro

**Officers Present:** Bratton, Ghalayini, Naser, McGraw, Morrow, Powell, Smith, Sotelo

**CLUB INTRODUCTIONS.** Introductions by club presidents and other club officials were presented.

**STYSA Summer GBM.** Thomas Morrow recapped the Summer GBM held last weekend at the Omni Hotel, Houston. He explained the various sessions / workshops and encouraged people to attend the next state meeting at the Kalahari Resort, 3001 Kalahari Boulevard, Round Rock, Texas on February 18-20, 2022. It was also announced that Shirley and Pat McGraw were inducted into the STYSA Hall of Fame at last weekend's meeting.

**SAFE SPORT.** Thomas Morrow gave presentation on Safe Sport and the federal law that was enacted on February 14, 2017. The law requires mandatory reporting if facts give reason to suspect someone within 24 hours. As decided in August 2019, if a club representative believes the incident is of such to warrant more action, inform Thomas Morrow, and he and Dave Smith, BAYSA D&P, will determine if "interim disqualification" is needed.

The online link to report a concern:

Safe Sport Center: <https://safesport.i-sight.com/portal>

US Soccer: <https://www.ussoccer.com/report-a-concern>

**REGISTRATION.** Shirley McGraw gave a brief overview of registration. Two major changes in South Texas registration this year. (1) Roster sizes for 13U to 15U increasing to 22 with 18 in uniform at the games. It is not mandatory rosters be built to any maximum size; they do need to be set to minimum. (2) GotSport version 2 will be used for registration and scheduling (old GotSoccer Legacy program will be available for information purposes but cannot be used or supported for registration/scheduling – more information below).

The registration platform is moving to GotSport version 2. To access the manual, please go to [www.stxsoccer.org](http://www.stxsoccer.org) → Admin Resources → Registrar. Scroll down to "Welcome to GotSport" then scroll down to bottom and upload registrar manual. It is suggested that people go through manual and make a list of questions before contacting GotSport for individual help sessions.

Things to remember not necessarily discussed at the meeting but "must know" points for fall 2021:

- Invoices. Player counts will be sent to clubs on a monthly basis. Invoicing for players will return to the October 1, November 1, April 15, and July 31 deadlines. All players, including in-house recreational players must be registered in GotSoccer and team rosters generated. For the younger age players, large team pools may be formed (increase team roster limit).
- Adult Registration. In addition to the required background check every two years, STYSA requires completion of the CDC module on concussion management and training on the Safe Sport module that covers mandatory reporting, sexual misconduct awareness education, and emotional and physical misconduct. Coaches may not be registered to teams without completion of these requirements. All users in the club's GotSoccer account must be approved (background check, etc.) completed by September 1 or account will be disabled. All adults should visibly wear the Kidsafe badge (pink) at all STYSA sanctioned event.
- Term generate team is now approve team. Once a team is approved, you have to transfer/release/add players with the Shirley McGraw. All competitive teams need to be approved (generated) on August 10, and recreational teams during the week before season begins. Teams also must be entered into the BAYSA Cards and Rosters 2021-22 (registration) and BAYSA Fall (scheduling) by August 10. Teams should have true coaches and managers provided.
- Virtual Cards. BAYSA and other South Texas associations may use virtual cards at games. Best practice is teams should have a laminated set of cards available at all events; also, only printed cards are used at fall championships and cup games. Regardless, all adults must visibly wear a current Kidsafe pass at all sanctioned events.
- International Clearance. International clearance (ITC) will be checked carefully with implementation of the FIFA Connect and USSF ID's. This will not change how ITC's are submitted or the required paperwork. The biggest difference is that a club's affiliation will play a larger role in registration. Clubs that have any affiliation with a professional team or participate in the Development Academy or participate in the Lamar Hunt Open Cup will automatically be required to submit ITC request for all players with foreign birth certificates. Athletes that played in another country will still need to complete the ITC process no matter what their club's affiliation.
- Handouts: Age Matrix, Things to Remember as a Soccer Registrar, GotSoccer manual, BAYSA Registrar Manual, 2021 Kidsafe Card Stock.

**FINANCIALS.** Thomas Morrow presented information on financials for Rich Newell. BAYSA members discussed ways to resolve issues with club debt. BAYSA is asking that clubs in arrears give BAYSA their financial plan and how to they will move forward to reduce and pay off the debt. North Channel will pay all debt and fees for this year except ~\$1,000 by August 10 with all debts paid by October 2021. It was noted that teams associated with any club who has debt will not be included in BAYSA allocations for fall championships.

BAYSA best practice for financials follows:

- Recommended that the treasurer and one other board member monitor transactions in a club.
- Clubs should have budget.
- Clubs should file 990's annually.

Player and Team Fees. Please note increases below.

<b>BAYSA FEES AND FINES 2021-22</b>	
<b>Note: Amounts are subject to change</b>	
<b>Fall 2021</b>	
TOPSoccer/Soccer Across America	\$10.25
Division IV	\$14.00
Division III	\$38.00
Division II	\$43.00
Super 2	\$35.00
Division I	\$35.00
<b>Spring 2022 (new players only)</b>	
TOPSoccer/Soccer Across America	\$10.25
Division IV	\$13.25
Division III	\$28.25
Division II	\$33.25
Super 2	\$35.00
Division I	\$35.00
<b>Summer 2022</b>	
All ages	\$10.00

<b>Referee Team Fees</b>		
	Fall	Spring
9U-10U/D4	\$270	\$215
11U-12U/D3	\$725	\$570
13U-14U/D3	\$805	\$630
15U-16U/D3	\$910	\$715
17U-19U/D3	\$990	\$775
SHAL/game	\$50	\$50
<b>Non-BAYSA Team Fees</b>		
	Fall	Spring
9U-10U/D4	\$36	\$24
11U-12U/D3	\$272	\$128
13U-14U/D3	\$306	\$144
15U-16U/D3	\$306	\$144
17U-19U/D3	\$374	\$176

**GOAL POST AND CERTIFICATE OF INSURANCE APPLICATIONS.** Goal post inspections and certificates of insurance applications are due at today's meeting.

**SCHEDULER.** Sayed Naser discussed scheduling and the fall season 2021 (dates on next page).

- By August 10, enter teams regardless if players are rostered to teams.
- Pay special attention to brackets and use the roster size chart to determine/verify play levels.
- Fields. South Belt – primary- most games scheduled at this site; overflow to Alvin, Texas City, Centennial as rotating satellite site in attempt to allow home teams to play at home. If we lose El Franco Lee, contingency plan is to use Alvin, Texas City, and Centennial as rotating fields. Soccer Centro knows of private fields and will check on the prices in case

we need them. Houston Dynamo Dash will confirm what fields are available in next few days what are available at Centennial.

- No reschedules except for rainouts. Send scheduler email requests to Melyssab[aysc@gmail.com](mailto:aysc@gmail.com).
- BAYSA plans to schedule 9U to 15U on Saturdays from 8 a.m. to 6 p.m. then 16U up on Sundays beginning at 8 a.m. on two fields. BAYSA will consider special requests that go through the BAYSA secretary and president. If you have older teams that want to play on Saturday, these will be considered.
- Breaks between games. BAYSA decided to use 20-minute breaks between games.
- Scheduling Team. There will be a scheduling team that will review the schedule before it is published. Also, more important, each club (one person) verify appropriate age/play levels and schedules.
- BAYSA will publish the entire schedule at the beginning of the season. No changes except for rainouts.

### **PROPOSED FALL SEASON 2021**

April 16	Fall Player Registration Opens
July 24	Goal Post Inspections/Certificate of Insurance Applications Due
August 10	Competitive teams must be approved in GotSoccer
August 10	All teams playing BAYSA must be added to GotSoccer scheduling event.
August 15	Brackets formed, scheduling begins
Week of September 6	Recreational teams must be approved in GotSoccer
September 11	Season Begins
October 1	Fall Allocations due to STYSA
October 5	Re-bracket Meeting
October 31	Fall Registration ends, 11:59 p.m.
November 6-7	Last regular season game (9U/10U) – 9 game season
November 13-14	Last regular season game 11U+ - 10 game season
November 25	Thanksgiving

**RISK MANAGEMENT.** Thomas Morrow made a presentation on risk management during lunch. He highlighted risks associated with goal posts, background checks, safe sport, etc. Clubs need to submit COI and goal post inspections today.

**D&P.** Dave Smith made a presentation on BAYSA D&P.

- BAYSA approved a rule to carryover D&P suspensions from spring to fall. Quest, Alvin, Barbers Hill, and Baytown have carryovers, and Dave Smith will send an email to these clubs about the carryovers.
- The coach noted on the game card should be the individual present and responsible at the game because if there are penalties, it will be given to the coach on record on the card.
- There was discussion on running up the score. Coaches should put the measures in when the score is 3-0 not when the score is 8.
- Weekly meetings will still be via Zoom unless D&P needs to have a live hearing. There will be scheduled D&P meeting on Wednesdays at 7 p.m. that means all cards have been loaded in the system and reviewed by Tuesday evening.
- Dave Smith will ask two or three of the current D&P club representatives to review D&P cards as a back-up measure.

- BAYSA needs volunteers to serve as field marshal at all fields. Field marshal can tell a spectator their behavior is out of control, and it will be an automatic 2-week suspension from games. Field marshal will be identified by shirt or vest. It was suggested that BAYSA train and pay field marshals. Dave Smith has guidelines prepared. Thomas Morrow, Scott Sotelo, Melyssa Bratton, and Dave Smith will rotate as field marshals on Saturdays. Scott Sotelo will put field marshal schedule together. Thomas Morrow asked clubs to notify clubs there will be field marshals and if they are asked to leave the field, they will be suspended for two weekends.

### **SCOREKEEPING.**

BAYSA game card procedures approved 1/23/21.

- Home and visitors will bring game cards to the field.
- The home team card will be the official card for the game. The away team card will be a backup card and becomes the official card if there is no home team card.
- Only the official card will be filled out by the referee, signed by the coaches, and taken by the referee.
- Each coach should take a picture, and therefore shall be allowed to take a picture of the game card at the end of the game before the referee takes the card. The referee shall take a picture of the card also.
- We encourage each hosting club to assign a field marshal for game weekends. Field marshal's name and telephone number should be sent to scorekeeper (each weekend if it will change).
- The referee will provide the cards to the field marshal or drop in the BAYSA mailbox, if there is no field marshal.
- The field marshal will drop off the cards in the BAYSA mailbox.
- The BAYSA Scorekeeper to pick up cards from the mailboxes.
- All clubs should provide keys to BAYSA scorekeeper for mailboxes. Field addresses to be provided to the BAYSA Scorekeeper.
- All coaches will be provided with these guidelines by their clubs.

**COACHES MEETING.** BAYSA will be going to club's coaches' meeting to go over BAYSA information (coaches, spectators, etc.). There will also be an alternate time offered by BAYSA for those who cannot attend their respective coach meetings. Melyssa Bratton, Thomas Morrow, and Mark Powell have volunteered to attend the meetings. It is club's decision whether to have BAYSA come to club's coaches meeting or the general BAYSA meeting.

**REFEREES.** BAYSA is seeking individuals who want to sign up to be grass root referees. We will pay for 40 people to attend referee classes. In return, these individuals will take the 6-hour course and be available to be assigned for BAYSA games. BAYSA will pay \$75 up front then after five games, BAYSA will reimburse persons 17 years old and under for the kit and for 18 year old and older, \$30 to pay for background check or kit. Please send the following information to Thomas Morrow ([tkmorrow1@comcast.net](mailto:tkmorrow1@comcast.net)) by **August 10** (name, age, gender, phone number and email address and parent, if 17 years old and under).

**BAYSA FALL TEAMS.** The following table shows results of team survey of clubs at today's meeting. Thomas Morrow will be contacting East Lake Houston to see what teams will be playing in Bay Area. Please enter your teams as soon as possible in GotSport.

	Boys	Girls	Boys	Girls
	D2	D2	D3	D3
9U	10	3	10	3
10U	11	5	11	5
11U	4	1	7	7
12U	3	1	6	5
13U	5	4	1	1
14U	4	2	1	1
15U	4	0	0	2
16U	2	0	0	1
17U	3	0	0	0
18U-19U	2	2	0	0

**BAYSA TOURNAMENT PLANNING**. The purpose of the tournament is to give players the opportunity to warm up before the season begins and to give new referees positive, practical learning experiences.

- BAYSA tournament will be held on August 22-23, 2021
- Need teams to provide volunteers to help with fields, set-up, etc.
- Location of tournament: El Franco Lee; Centennial is an overflow field
- Golf Cart: Alvin has a golf cart they will provide
- Radios: Alvin has 3-4 radios
- Registration Deadline: August 10, 2021
- Scott Sotelo/Mark Powell will serve as tournament director

**AUGUST 2021 BAYSA GENERAL MEETING**  
**Meeting of July 24, 2021**

**PRESENT:** Alvin, Galveston County, Houston Dynamo Dash South, Galveston County, North Channel, Quest, Soccer Centro, South Belt

**CALL TO ORDER:** Thomas Morrow called the meeting to order at 3:13 p.m.

**APPROVAL OF MINUTES.** Minutes of the meeting of July 5, 2021 were approved.

**OFFICER REPORTS.**

Executive Vice President. Mark Powell thanked North Channel and Soccer Centro for taking care of arrear accounts.

Scheduler. Sayed Naser asked clubs to get teams into GotSport as soon as possible for scheduling.

D&P. Dave Smith reported that files for game cards are uploaded, and ready for officer approvals.

Referees. Thomas Morrow asked clubs to send him new referee information by August 10.

**OLD BUSINESS.**

Payment Plan. BAYSA will move to a team/player deposit system. A worksheet has been developed to calculate team fees with 25% of fall 2019 player fees and number of teams for referee team deposits. Clubs should send the completed worksheet to Rich Newell, treasurer, by August 15 and he will invoice through QuickBooks. Note: Sample presented at the meeting was calculated with fall 2020 fees which of course are lower than fall 2019 numbers due to COVID19. Motion presented below, that was approved, used fall 2019 player fees.

Motion was made to go to a team/player deposit (25% of fall 2019 player fees and 2021 team fees) for the fall season 2021. Alvin made the motion; Quest seconded; motion carried unanimously. All clubs in good standing voted; one club (North Channel) did not vote due to standing.

*Action Item: Members will revisit at January 2022 Presidents' Meeting and determine which spring season to use in calculations for spring 2022.*

**NEW BUSINESS.**

North Channel. North Channel presented a proposal that will provide BAYSA with 501C, a budget, and bank statements. As of today, they owe BAYSA \$3,880 and plan to pay all debt except \$1,000 by August 10. The remaining \$1,000 will be paid by October 30. Quest made a motion to accept this proposal

and allow them to register players in the fall 2021 season; Houston Dynamo Dash seconded, motion passed unanimously.

Balance sheet. It was suggested that clubs submit an annual balance sheet to Rich Newell, BAYSA treasurer, at the end of the fiscal year. The purpose is to assist clubs and Bay Area in remaining financially healthy. In conjunction, it was suggested that individuals sign a confidentiality statement. This requirement is already a requirement for club registrars. (Confidentially statement attached to these minutes).

New Clubs. Thomas Morrow discussed BAYSA's recent grievance to STYSA regarding territorial boundaries. In addition, members discussed how to manage new clubs and new club requirements, e.g., list of officers, official IRS status, geographic boundary, constitution and by-laws.

**ADJOURNMENT:** Meeting was adjourned at 3:55 p.m.