

**Norfolk/Medfield/Millis Pop Warner Football, Inc.
Minutes of January Meeting of the Board of Directors
Thursday, March 3, 2011 at Norfolk Public Library**

Meeting called to order by Andy D'Angelo at 7:00 P.M.

In Attendance:

President – A. D'Angelo
Vice President – B. Piller
Secretary – L. DiPietro
Treasurer – J. Orel
Asst. Treasurer – P. Eldredge
Cheer Coordinator – J. Gomes
AD – T. Cahil
Asst. AD – K. Webster
Registrar – M. Moore
Cheer Registrar – K. Marchant
Asst Registrar – G. Wine
Fundraising Coordinator – L. Mercado
2nd Asst Fundraising (Apparel Coordinator) – J. Griffin
Asst. Publicity Director – C. D'Ambrosia
Volunteer Coordinator – S. Moran
Norfolk Town Rep – J. Deasy
Millis Town Rep – K. Latosek
Medfield Town Rep – S. Cahill

Notes:

- J. Orel provided a live tutorial/demonstration of the online registration form and system. During this presentation, J. Orel:
 - Explained the payment process (credit cards vs. checks)
 - Noted the volunteer requirement for registration (or opt out and payment of fee)
- Following the demonstration, the Board discussed PR and Advertising efforts necessary to support the upcoming registration including the printing of posters, insertion of school fliers into backpacks and other town advertising opportunities. The Board agreed on the need to “get the word out” about the new online registration.
- The Board voted to open up online registration from March 14 until March 31. Any registrations after March 31 would require the payment of a late fee.
- L. DiPietro reminded the Board that the paperwork/weight in session was scheduled for April 2 at the Freeman-Centennial School Cafeteria/Gymnasium from 10 AM – 12 PM.

- A. D'Angelo briefly explained the draft process for the upcoming season. Specifically, he noted that each head coach would be allowed two assistant coaches, whose children would also be on the team. After that teams would be determined by draft only (following a coin flip) and no participants would be permitted to request specific team or coach assignments outside of this process.
- A. D'Angelo next reported on the various rules relating to coaching staffs, noting specifically the rule limited the number of coaches permitted on the sideline during games.
- The Board then discussed the overall gameday experience and discussed whether to seek permission and pay a fee to use the Freeman-Centennial bathrooms on gamedays instead of utilizing portable bathroom facilities. The Board voted to research the issue for final resolution at a future meeting.
- K. Webster raised the critical importance of regular and frequent attendance by the Board at its scheduled monthly meetings. Specifically, he referred to the organization's By-Laws provision which permitted the Board to remove any member who missed two consecutive meetings. Following discussion, A. D'Angelo advised the Board that he would send an e-mail message to all Board members reminding them of the importance of regular meeting attendance with specific reference to the By-Law provision discussed above.
- J. Griffin updated the Board on his research regarding food concessions and apparel. During this discussion, the Board expressed its desire to accept credit cards during the upcoming season. J. Orel advised the Board that it would need to locate a new payment processing company for this purpose and that she would report back to the Board with options.
- The Board then engaged in discussions on a number of miscellaneous administrative matters to be resolved prior to the upcoming season, including:
 - Plans for merchandise during the upcoming season.
 - Viability of adding names to the back of the uniform jerseys.
 - Process for adding new "Pop Warner" patches to the uniform jerseys.
 - In season fundraising strategies.
- A. D'Angelo reminded the Board of the upcoming meeting with Ann Proto and the Norfolk Recreation Department Board. A. D'Angelo encouraged Board members from Norfolk to attend the meeting if possible. At this time, the Board engaged in extensive discussions about the game fields, user fees, field maintenance and similar issues to be addressed at the meeting.

Meeting adjourned at 8:45 P.M. Next meeting is scheduled for Thursday, April 7th at the Norfolk Public Library.

Respectfully Submitted,

Louis DiPietro
Secretary