



Board Meeting Minutes

Franz St Fire Station

6:30pm July 13, 2025

ATTENDEES

Attendees

Kyle Jones, President	Kate Green, VP
Candice Bock, Discipline Chair	Catherine Cregg, Bookkeeper
Meagan Edwards, TSC	Angel Rasmussen, Secretary
Monica Wilhelm, BFC	Matt Johns, Referee Assignor
Bobbie Bates, TeYSC	Allison Rogers, OUSC
Sara Poprawski, Manager	Tonya Vaughan, CBSC
Dan Yourkoski, Treasurer	Carla Borgaard, OUSC
Seth Crump, Director of Competition	Mike Brackett, PSC

CALL TO ORDER

The meeting was called to order at 6:32pm by Kyle Jones. Introductions were made.

NEW BUSINESS 1

Jenny Wilson came in to share about Lacey Parks overview and about a new proposal that they are bringing forward. Within the presentation was how the parks are funded and run, including information on where all funding currently goes. The proposition brought forth is to create a new department/district specifically for parks to help with maintenance. This district would be within Lacey city limits and be governed by the Lacey City Council. Matt asked for updates to field 2 at RAC and Jenny confirmed that there are plans in place for upgrades, but that they are not funded through this program but through a different system. Josh asked if this would be part of the tax increase already coming through and Jenny stated that MPD funding would be in addition to what is already being counted for, and not what funds have been allocated. Candice jumped in to remind everyone about sign waving and door knocking for those that are willing to help.

MINUTES

Approval of Minutes Dated May 4, 2025

Motion to approve – Seth

Second – Meagan

Motion Passed

ASSOCIATION MANAGERS REPORT

Sara reached out to the city on how to acquire new goals and is waiting on approval for them. It was also found that the goal size voted on is not available, so will be going with the next closest size available. Sara stated that there was a referee who informed her that the build out line rule needs to be corrected. Seth agreed to review the rules sheet before they are printed out. Chinqually is having trouble with registration for U14/U15 and still working on how to divide/combine ages. QuadCo needs to be updated and taken out of everything. Angel and Sara will work together on that.

OLD BUSINESS

1. Carla for subcommittee (notes passed out)
 - a. 235 Thurston county refs
 - b. Expect 250-275 refs at the end of 2025.
 - c. Fee for use \$2500 for Arbiter
 - d. Focus only on TCYSA games.
 - e. Brian will continue as Webmaster
 - f. Recommending 2 year contract with Matt Johns
 - i. Board to vote on continuing the contract **Motion Josh 2nd Seth Kate abstain motion passed**
 - g. Prioritizing Center referees
 - i. Increase Center referees \$2 for all ages from Spring
 - ii. **Meagan motion for fee increase Josh 2nd. Motion not approved.**
 1. Table until November meeting.
 - iii. Seth asked if there was an age group that needed more of an increase or location. U8 were generally not needed as an increase.
 - iv. The subcommittee followed the past vote on the increases but it is different rates than what were previously discussed.
 - v. Increase in the number of referees has helped in the coverage without knowledge of pending increase.
2. Matt Johns Ref Assigning
 - a. 93% coverage for the season on center referees
 - i. 99.6% coverage after labor day
 - b. 233 referees currently
 - i. 199 in Thurston County
 - c. August 17th clinic for fall for certification for new referees
 - i. Sara will add it to the website and send it to the clubs
 - ii. March 21 and 28 for spring clinics
 - iii. Referees need to have an online course done first.
 1. Have to be 13 to take the classes
 - d. Kyle J asked about new referee abuse policies and how that is currently being handled.
 - i. At this time it is in house on how to handle it.
 - e. New information is on TCYSA website to be sent out and posted on website about policies
 - f. Bobbie suggested asking refs stay to be thanked by the teams at the end of the games
 - g. Kate asked about the budget increase that was in the mentoring update program
 - i. Matt asked for an increase in the budget to pay the mentors \$30 per game they mentor
 - ii. Allison asked how they become mentors and Matt stated that existing and experienced mentors have agreed to come in to mentor.
 - iii. Dan asked if there was a policy against mentoring their own children and Matt stated that there is and that it has been enforced before.
 - iv. Candice pointed out that it could be that referees need to be reminded to call fouls and players/coaches need to remember that soccer is physical.
 - h. **Dan motion to increase budget \$300 for the remainder of the season. Bobbie 2nd Motion passed.**
3. Kate Green New Bookkeeper Update
 - a. 8 applicants currently
 - i. Working choosing 2-3
 - ii. Should be decided by the end of the month
4. Angel Rasmussen Audit committee
 - a. Audit passed all checks

- b. See if there is a way to update the division of field costs as OUSC has a disproportionate number of home games at Capital Fields with the fee increase.
- c. How will we be paying referees through Arbiter? Per bylaws our current process is 2 signatures per check
 - i. Will come up later in the meeting.

NEW BUSINESS 2

1. Red/Yellow card accumulation during season follow up.
 - a. Need to determine what multiple yellow cards discipline should be.
 - b. 3 is the agreed number to be limited per season.
 - c. Need to determine the best way to track it.
 - i. Candice is currently tracking, Seth not on Arbiter to track.
 - ii. Currently being counted based on misconduct reports
 1. Need more information on reports from referees
 - iii. Matt has been reminding referees on how to fill out the forms.
 - d. Tracked at TCYSA level not club level
 - i. Counts as long as the player does not play even if not in attendance.
 - e. 3 yellow cards for players, 2 for coaches for suspension.
 - i. All referee reports sent to clubs, and clubs are first to talk to those that received the cards.
 - f. **Kate motioned for 3 cards to be disciplined. Mike 2nd. Motion passed.**
 - g. Policy to be added for fall season.
2. Catherine's update for pay for referees. Catherine has looked into a direct pay system for referees instead of the two signature checks we currently have.
 - a. Based on Arbiter policies, TCYSA would have to pay a fee for each of the referees withdrawal.
 - b. Catherine suggested returning to TwinStar for direct deposit for referees/check instead of using their pay system.
 - c. TwinStar is \$0 fee for payments vs. Arbiter holding money and charging fees.
 - i. Catherine pointed out TwinStar would show as one lump sum instead of individual items per check.
 - ii. Board to determine pay frequency along with method of payment
 - iii. Tonya suggested confirming the cost on TwinStar prior to implementing the new pay structure.
 1. **The cost to use Twinstar is \$0 (free).**
 2. **All paperwork is still valid from what has been filed.**
 - iv. **Dan motion to continue forward with TwinStar payments. Tonya 2nd. Motion passed.**
 - v. Tonya asked how to get the information for the direct deposit information.
 1. We will give them the information.
3. Catherine stated that the previous policy for those that did not send in their W-9 were told they would not be able to be assigned as referees. TCYSA has been informed that we are able to hold payment for those that do not submit the form for taxes.
 - a. Catherine has been including new W-9 forms with checks that bring the referees above \$400.
 - i. There are multiple that have not submitted their forms.
 - ii. Suggested that those that do not submit their forms at \$400 should not be allowed to self assign for more games.
 - iii. We have one specific referee that has continuously not submitted their form.
 1. Catherine stated that legally allowed to hold the check.
 2. Tonya suggested that we hold that check and send documentation on why the check is held.
 - b. Catherine will look into pricing for a safe deposit box.
 - i. **Safe deposit boxes are only at 5th Ave, Olympia branch and cost \$65 per annum for size required.**
 - c. Bookkeeper to local clinic to pass out the W-9s and direct deposit forms.
 - i. Ref assignor to include W-9 and direct deposit forms to new referees
 - ii. Forms sent out with first checks of season to current referees.
4. Blackhills FC referee payment

- a. BFC currently has their own assignor and would like to directly pay their referees. Suggested that there be a form or document that shows that BFC takes ownership of everything and excludes TCYSA from any responsibility.
 - b. BFC will work on their own referee system instead of through TCYSA.
5. Carla and Meagan worked together to determine pay for our registrar position.
 - a. \$9600 per year
 - i. \$800 per month payment for registrar position.
 - ii. About 450 hours per year
 - b. Carla proposed paying registrar and adding
 - i. \$1.50 per player increase to clubs.
 - c. Suggested continuing with Sara Poprawski as registrar and combining it with her manager position.
 - d. Previously a volunteer position that could be paid.
 - i. Fee would be taken on by TCYSA until Spring 2026
 - e. Vote will be completed at a later date on payment to the registrar after clubs can discuss.
6. Sara mentioned that we have a heat policy put in place for heat advisory.
 - a. Kyle J suggested using the U.S. Soccer policy.
 - b. Kate stated 85 degrees is modified practice.
 - c. Modifications would be water breaks.
 - d. No rescheduling games if we do reach that heat threshold.
 - e. Leave it up to coaches and families, with education.
7. Coaches training August 9th brought up by Candice
8. Candice stated that TCYSA is 3rd largest in WYS.
 - a. WYS partnered with the World Cup to provide volunteers for next year.
9. Catherine suggested avoiding yellow jersey colors as referees mostly have yellow shirts.

BOARD MEMBER REPORTS

President – none

Vice President – none

Director of Competition – Survey got 20% response that was sent out. Mostly from Boys U10. 80% thought there were referee issues or teams were too rough. In general everything reported went well. 70% of coaches have watched the U.S. Soccer training. Will work with coaches on training properly about goalie positions for U8.

Registrar – All board members need to be cleared. Sara listed board members that need to be cleared through RMA and background checks. Referee coverage doesn't count as correct coverage for administrators, coaches and volunteers. The expiration date for RMA is changing to June 30th. Background checks will increase in cost (\$5-\$20) and will be more extensive and last 2 years.

Treasurer – Reconciliation figures \$131,904.81 on the bank statement \$29,746.76 unrepresented on statement \$102,158.05 QuickBooks balance. Everything else was previously covered during this meeting.

Secretary – Clarification on email lists. Board members for all, members and attendees for agenda. Representatives, presidents and managers for meeting minutes and agendas.

Discipline- Recommends coaches have different names and colors at the same age.

CLUB REPORTS

PSC – Nothing to report

TeYSA – Nothing to report besides 3v3 as a fundraiser for both clubs.

RYSC – Not present, mentioned 3v3 tournament.

TSC – Busy with Kick in the Grass. Check in at Capital Fields before the first game. 79 teams/150 games.

CBSC – Looking for a secretary.

BFC – Good. Also doing a tournament at the end of August.

OUSC – Nothing to report

ADJOURNMENT

Meeting adjourned at 9:07 pm

NEXT MEETING:

- Sunday, September 7
- 6:30p Franz St Fire Station

FUTURE MEETING AGENDA ITEMS:

- Ref pay increase tabled until November meeting.
- Vote on payment to registrar/increase in player fee

MEETING ACTION ITEMS:

- Angel and Sara to look for QuadCo mentions on TCYSA website
- Clubs to discuss registrar payment/fee increase