

Wisconsin Youth Soccer Association Inc.
East Central District All Club Board Meeting
Call-in
May 3, 2020
6:30 PM

Club	Representative	Club	Representative
DePere	Dusty Rhodes	Neenah	Mike Jones
Electric City	Nate Laabs	NEW United	Shant Mesdjian
FC Green Bay	Jenna Ryan	Niagara	Jim Laydon
Fox Cities United	Jan Breitbach	Oshkosh	Matt Callahan
Green Bay Lighting	Cory Romdenne	Oshkosh	Brian Casey
Goalgetters	Steve Meyer	Synergy	Jeff Jones
HOV	Jon Bakken	TASK	Jay DeBruin
HOV	Tracy Hengst	TASK	Sarah Wolslegel
Howard FC	Matt Bellisle	United Hurricanes	Eric Gebhard
Kiel	Tina Murkowski	United of Allouez	Gary Nobel
Kimberly	Jeff Pozniak	United of Allouez	Abdul Nur
Menasha	Kevin Otto	Water Cities	Mark Frierdich

Clubs Absent: Fondy, New Holstein

Guest: Patrick Hodgins (WYSA representative)

East Central Board Members

President – Jay DeBruin (TASK)

Vice President – Scott Frisch (United Hurricanes)

Secretary – Doris Schommer (NEW United)

Treasurer – Noe Smart (KASA)

District Registrar – Kevin Otto (Menasha)

TOPS – Wayne Stoflet

Games Comm.

Adult League Comm.- Vicki King (NEW United)

Recreation Comm.

Referees – Mike Jones (Neenah)

Academy Comm. –

Director of Operations – Sue Ann Evers

Roll Call (by google and voice sign-in)

Jay welcomed everyone to the meeting.

On Thursday, April 30, 2020 WYSA sent out an email officially canceling the Spring 2020 programs. (email included at end of minutes)

Patrick Hodgins (WYSA) attended the call in meeting to answer any question the membership might have.

Updated Try-out Policy (policy included at end of minutes)

WYSA will be presenting webinars to discuss this update and the amended 2020 Tryout Policy.

- The webinars to cover this update are scheduled for Monday, May 4. Click these links to register: [May 4 at 12pm](#) | [May 4 at 7pm](#)
- Webinars discussing the 2020 WYSA Tryout Policy are scheduled Tuesday, May 5. Click these links to register: [May 5 at 12pm](#) | [May 5 at 7pm](#)

Jeff Pozniak (KASA) - Players may drop off and clubs will need to have try-outs in order to fill their teams. If clubs will not be able to have tryouts, would WYSA allow video review of games or individual skills?

Patrick: First time this question has come up. Patrick will meet with Melissa to ask these questions. The webinar will help answer some of these questions.

Matt Callahan (Oshkosh) - Can clubs make an offer to other players outside your club?

Patrick: May 15 is when early offers are to be made to players in your club only.

Jan Breitbach (FOX Cities United) – To limit exposure, could clubs have an individual tryout schedule where players are schedule 20 minutes apart?

Patrick: Typically, clubs are not told how to hold tryouts, but he will check to see what WYSA's position is on this.

Jay, reminded everyone that clubs need to follow the safe sport policy when hosting tryouts.

Nate Laabs: Can early offers be made by using Demosphere?

Jay: Early offers have to be done in writing and there is a list of requirements that clubs must follow when making an offer. (see details on the WYSA Tryout Policy) If clubs want to use Demosphere they can do so, as long as they use the correct language in the offer.

Eric United Hurricanes- There is a large gap between the in club offers and when tryouts begin. Has there been any discussion about closing that gap?

Patrick: There has been in-house discussions about that gap. More discussion will be had at the webinar.

Scott UH. Is there a phase in the Badger plan that will allow us to start working with players?

Jay: All youth activities are on hold

Patrick: Patrick will follow up with Melissa to determine if there is a phase in the Badger plan when they could return to training with teams.

WYSA COVID-19 Club Communication Guidance (document included at end of minutes)

- WYSA fee reimbursement is outlined in attached document
- Clubs will determine how to handle the return of individual player fees

East Central – How does the membership want to handle East Central player fees?
East Central Fall 2019 / Spring 2020 Budget (document included at the end of the minutes)

Discussion

- The February East Central invoice shows all players that were registered from beginning of season through February. This would include any recreational players that registered in the spring.
- Classic and Academy players that registered in the fall should pay the East Central fee. Recreational players did not get to play this year and should not have to pay the fee.
- East Central does not have the ability to pull out the players that registered in the fall. We will need to ask clubs to run a report to determine who the fall only players are.
 - Clubs can determine what players registered for fall soccer by running a report in the Demosphere program. This report will give East Central an accurate number of fall players for billing. Noe will provide instructions on how to do run the report.

Motions: Kevin Otto motioned to charge all classic and academy players that were registered for fall soccer. Any players registered for Spring soccer will not be charged for the Spring 2020 season. Doris Schommer seconded the motion.

Passed

Discussion about a partial return of East Central player fees for players that were only able to play fall soccer.

- WYSA is not returning fees to players that played in the fall. East Central should not refund fees either
- Determining a partial fee would take a lot of time and energy to determine what should be returned
- Many agreed that there should not be a partial return of player fees for players that played in the fall

Motion: Mike Jones motioned not give partial refunds to players that played only in the fall. Kevin Otto seconded.

Passed

Adult League player refunds

Vicki King has contacted WSL to reimburse fees collected for the Adult League. Information will be passed onto the clubs once we are notified how this will occur.

Motion was made by Mike Jones (Neenah) to adjourn the meeting. Kevin Otto (Menasha) seconded

Meeting adjourned 7:17 PM

Respectfully submitted by

Sue Ann Evers
East Central Director of Operations

To: WYSA Club Contacts (Cc: State Board & Staff)
From: WYSA Board of Directors
Date: April 30, 2020
Re: WYSA COVID-19 Update (04/30/20)

We hope once again, this finds you safe and well. Since our March 12 suspension of activities, WYSA has carefully monitored expert guidance from numerous, relevant organizations and maintained the health and safety of members as our highest priority. We remained optimistic about an imminent return to play date (RTP), even as the Safer at Home orders were imposed. Unfortunately, as details of the [Badger Bounce Back Plan](#) were released and we obtained advice of medical professionals on WYSA Return to Play Guidelines, it became apparent that we could not reasonably pursue the June 1 RTP we had hoped for. It is with the heaviest of hearts we move in this direction, but also with confidence that we have made an appropriate decision emphasizing member safety.

Here are detailed updates as of April 30, 2020:

WYSA Administered Competitions

At this time we are officially canceling the following Spring 2020 programs:

- ODP
- First Touch
- SWCL, SECL, State League, WDA & Youth Academy
- Presidents Cup & State Cup

Spring 2020 program fees will be refunded in full.

Local League Play

All in house recreational or local classic leagues are also being canceled at the direction of the WYSA State Board.

Club Training

In person club training remains suspended until WYSA indicates otherwise. Clubs may only begin in person training when government directives indicate it is safe to do so and they are able to achieve the minimum health guidelines recommended to gather in groups. Specific WYSA Return to Play Guidelines will be issued in a future update.

Club Member Communication

Club communication to member families is very important to player retention and the perceived youth soccer response to this pandemic. Please refer to our communication guidance for suggested touchpoints. [Club Communication Guidance](#)

2020 Tryout Policy

The 2020 Tryout Policy has been amended to reflect current conditions. In particular, the early offer date is being advanced to May 15 to provide clubs an early start on retention efforts, if they choose. Open Promotion begins on June 1, 2020. The first date of tryouts for ages 11U-19U is July 13, 2020 and the Uniform Offer Date for ages 11U-19U is July 21, 2020 at 12 noon. Please review the full policy for details including offer and acceptance requirements. [2020 Tryout Policy](#)

As a practical matter, it is possible that tryouts in their traditional form will be an impossibility, even under the new dates. As such, we highly recommend clubs develop contingency plans in case the size of gatherings and other RTP guidelines limit the size and structure of club tryouts.

Summer League Opportunity

If a RTP is possible this summer and the timing does not interfere with Fall 2020 activities, WYSA will administer abbreviated local leagues at no cost to clubs. Additional information around this possibility will be provided later.

Sanctioned Tournaments

Tournaments sanctioned in May and June 2020 are being canceled. Tournaments in July and beyond remain under review. Cancellation of future tournament sanctioning will depend on the Governor's orders for the State of Wisconsin and WYSA Return to Play Guidelines. Those tournaments that have or may be canceled as a result of the pandemic should contact [Greg Rosenthal](#) to request sanctioning for a future date in 2020 or to obtain a full refund of tournament sanctioning fees.

Player Registration

Please continue to sync Spring 2020 player/team registration to guarantee insurance coverage. Players must be added to teams to be counted, so be sure to take this additional step. WYSA will report, but not invoice clubs for spring only players. Individual player registration fees for all high school aged boys and/or players registered after November 1, 2019 will be waived or refunded.

Refunds

One of the most immediate ways WYSA can assist clubs is to provide refunds of Spring 2020 fees. We are working diligently to begin the process of refunding spring program and player registration fees. WYSA program fees will be refunded directly to the registrant. Player registration fees will be refunded to the Club or District who made payment. Unpaid invoices that relate to Spring 2020 registrations will be forgiven. Refunds will only be issued to Clubs/Districts who have no outstanding balances with WYSA. (Please contact [Julie Schmitt](#) if you have a question about a club balance.) We will begin issuing refunds the week of May 10 and hope to have all payments processed by end of May. Local refunds are the discretion of the individual Club or District. (See Club Communication Guidance for recommendations.)

Insurance Coverage

Despite the cancellation of various sanctioned activities, all [insurance coverages](#) remain in place. This includes: General Liability, Excess/Umbrella Liability, Excess Accident Medical, Non-Profit Liability (Directors & Officers), Employee/Volunteer Dishonesty Crime. Player injuries occurring during virtual training of a club are covered under the Accident Medical Policy, but the club must certify the injury occurred as a result of a sanctioned activity of their club. No other activities are sanctioned in May or June.

US Youth Soccer

US Youth Soccer has canceled Regional and National programming for Spring/Summer of 2020 including National Leagues, Presidents Cup, National Championship Series and Olympic Development Program activities.

U.S. Soccer

Coaching Education courses have been postponed or canceled through June 30. All Referee program events are postponed or canceled through June 30. WYSA continues to encourage participation in [online Coaching Education](#) and [online Referee Education](#) available through U.S. Soccer. Dates for postponed courses will be made available as soon as secured.

Webinars

We are scheduling a series of webinars to discuss this update and the amended 2020 Tryout Policy.

- The webinars to cover this update are scheduled for Monday, May 4. Click these links to register: [May 4 at 12pm](#) | [May 4 at 7pm](#)
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Thank you for your ongoing support of WYSA and all you do for youth soccer! We look forward to getting back to our vision of providing memorable experiences, creating a soccer culture and instilling a lifelong love of the game.

Best Wishes,

Melissa Zielinski | Executive Director
Wisconsin Youth Soccer Association
mzielinski@wiyouthsoccer.com | 414-328-9972 x105



2020 TRYOUT POLICY

The WYSA Tryout Policy applies to competitive teams (Classic, State, and National League) statewide.

2020 Tryout & Offer Dates

Age Group & Gender	First Date of Tryouts	Uniform Offer Dates
U11-U19 Boys & Girls	July 13, 2020	July 21, 2020 at 12 noon

Extending an offer prior to the Uniform Offer Date is considered a violation of the WYSA Tryout Policy and will result in sanctions of the offending club.

Period of Open Promotion

The Period of Open Promotion begins June 1. Open Promotion is defined as contact with the parent/guardian of a player initiated by club staff or an agent of the club with intent to promote the club. Under no circumstances may contact be directly with the player; player contact is limited to the official tryout. The period of Open Promotion ends July 31 unless a player has already accepted a position with another club. In that case, their participation cannot be solicited.

Activities not permitted during the Period of Open Promotion:

- Direct contact with a player (phone calls, text messages, emails, other electronic, written or in person communication).
- Unauthorized player participation in a team training session or evaluation prior to the tryout window (see WYSA Poaching Policy for authorization requirements).
- Contact with the parent/guardian of a player prior to the coach dismissing the team at trainings or games.
- Discussions regarding reduced fee structure for the club being promoted unless consistent with club policy. (A club may explain to a candidate that scholarships are available, but they must qualify per club policy. A club cannot guarantee a player a discount of the uniform cost, reduced registration fee, etc. if the player joins the club.) Note: In 2020, clubs who were unable to provide service in Spring 2020, may offer to credit current members for Fall 2020 programming.
- Any offer made prior to the Uniform Offer Date.

Early Offers

Beginning May 15, Clubs may extend early offers to current year players for a spot on a specific team in the next year. An early offer must provide players a minimum of 72 hours to respond. (Expiration of the offer is the club's discretion, if the 72-hour minimum requirement is met.)

The offer for a specific team obligates the club to register the player on the team listed in the offer if the offer is accepted. Players may respond immediately to offers but are not required to.

Early offers must be in writing and include:

1. Date and time of offer
2. Name of club representative making the offer, and
3. Team for which the offer is being made
4. The following statement:

Clubs may extend early offers to current year players for a spot on a specific team in the next year. The offer for a specific team obligates the club to register the player on the team listed in the offer if the offer is accepted. Players may respond immediately to offers but are not required to. By accepting an early offer, you understand that you are committing to a position on "Team" and obligated to "Name of Soccer Club" for the seasonal year. Players who commit to a team and wish to move to another team in the same registration year will be considered a transfer and such transfer is subject to the WYSA Competitive Player Transfer Policy.

Notification to Players

Offers to players must be in writing (email or web posting) and may not occur until the Uniform Offer Date. (Early offers are the exception.)

A legitimate offer must be in writing and include:

1. Date and time of offer
2. Name of club representative making the offer, and
3. Team for which the offer is being made

Response from Players

Acceptance must be in writing. If registration with the club constitutes acceptance of an offer, there must be a written statement communicating that in the offer or on the registration form. Players may respond immediately to offers but are not required to. An early offer must provide players a minimum of 72 hours to respond. Offers extended on or after the Universal Offer Date are valid for at least 24 hours during which time the player is guaranteed a spot on the team specified. A club or team may extend the length of time an offer is valid at their discretion.

A player is considered committed to a team when:

1. Written acceptance occurs, and
2. A parent/guardian submits the player registration.

Tryout registration is not considered a player registration. Refund policies are the sole discretion of the club. Players who commit to a team and wish to move to another team in the same registration year will be considered a transfer subject to Wisconsin Youth Soccer Association Competitive Player Transfer Policy.

This policy is subject to change at the discretion of the WYSA Board of Directors if conditions dictate a need to do so.

Approved 04/29/20
WYSA Board of Directors



WISCONSIN YOUTH SOCCER ASSOCIATION

10427 W Lincoln Ave, Suite 1100 | West Allis, WI 53227

office: 414.328.9972 | fax: 414.328.8008

COVID-19 Club Communication Guidance

On April 30, 2020, The Wisconsin Youth Soccer Association (WYSA) cancelled all competitions for the remainder of the 2019/20 registration year due to ongoing risks presented by the COVID-19 pandemic. While this was a terribly unfortunate decision it was made with the health and safety of players, families, spectators, coaches and officials as our primary concern. WYSA wishes to share the below information with its affiliated clubs as it may be helpful in making and communicating important club-level decisions.

Sample Club Communication Language

League games and other competitions at the District, State, Regional and National levels have all been cancelled for the remainder of the 2019/20 registration year (August 1-July 31). Initially, these events were postponed and there was extensive contingency planning aimed at offering limited or reduced options for play. However, ultimately, a pathway for Return to Play (RTP) was determined to be neither safe nor feasible.

WYSA will await and be actively engaged in the formulation of a safe and feasible RTP protocol based on expert guidance from numerous, relevant organizations which include but are not limited to: Centers for Disease Control, State and Local Health Departments, US Soccer and US Youth Soccer. This will inform when and if teams, clubs, Districts and WYSA can return to play.

- The player and field insurance included in player registration will remain in effect until August 31, 2020 to 1) enable virtual player trainings; and 2) to allow for even the slightest RTP opportunities that may emerge at the end of the registration year.
- For the time being, clubs can now focus on player registration and team formation for the 2020/21 registration year. Accordingly, the 2020 Tryout Policy has been amended to reflect current conditions.

Refunds and/or Credits

- WYSA has determined that it can and will issue refunds to affiliated clubs for 1) the per player registration fee for Spring only players; 2) team-based fees originally paid directly to WYSA for SECL, SWCL, State League, WDA & Youth Academy, Presidents Cup & State Cup

Item/Program	Refund Amount
Pre-K Player	\$3.75
Grassroots Player	\$7.50
Competitive Player	\$20.75
SECL	\$200
SWCL	(10U) \$125 (11U-15U) \$175
State League	(12U-15U) \$200 (16U-19UB) \$275
WDA	\$200
Youth Academy	\$150
Presidents Cup	\$700
State Cup	(13U-14U) \$850 (15U-16U) \$875 (17U-19U) \$900

- Clubs will need to review the use or return of any monies related to items such unused fields-related expenses, referee fees or coaching expenses.



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- Clubs may choose to offer families the opportunity to not accept the refunds as a contribution to the club.
- Clubs may choose to extend a credit to a player/family to be applied for club programming or the upcoming registration year.

Additional Information

- Parent Education – Share team/club financials. Be transparent. Explain the fiscal year and your budget process. Show a pie chart of revenue/expense ratios. Show resources and programming provided by the club.
- Credits to Families – Offer credits for future seasons or future travel. Amortize credits across future seasons. Offer multiple member family discounts, etc.
- Charitable Giving – Fees paid to 501cs organizations could be considered charitable donations and thus deductible from 2020 individual tax returns. (Check with the organization tax preparer for details and compliance with State and Federal tax laws).
- Discounts – Offer members prepaid seasons, camp or training opportunities.
- Refunds – Consider a 60-day window for full refunds. Offer a multi-season approach to refunds and amortize over the year. Provide partial refunds for partial programming.

Demosphere

Most importantly, add all Spring 2020 players to teams and sync that data to the state system for WYSA reporting to US Youth Soccer, U.S. Soccer and individual player medical coverage.

If your club plans to issue refunds, please refer to your individual club contract with Demosphere on funding requirements.

Demosphere Best Practices on Issuing Refunds:

- If you need to process refunds within the registration system please note that there are no additional transaction fees that are charged for processing refunds (e.g. if you process a refund for \$100, this will create a \$100 debit that will either be deducted from your deposit if you have funds due, or will be debited from your bank account via ACH.)
- With this said, because you incurred processing fees when the initial transaction was processed, you may wish to withhold a small, administrative fee from the amount of the refund to cover your initial costs of that transaction.
- Important Notes:
 - If you do plan to process refunds for an entire program, it is critical that you ensure you have the funds in your bank account to cover the amount of the refunds to avoid bounced debits, additional fees and delayed processing times.
 - If you plan to process mass refunds for an entire program or for large amounts at a time, please contact support@demosphere.com FIRST, so we can ensure there are enough funds to cover the amount of refunds BEFORE they process.

Budget Items

Fall 2019- Spring 2020

Inflow (Revenue)		Feb 2020 Invoice	No Player Fee	75% player fee return 25%	
East Central Board: Fines- Scheduling	fall	\$250.00	\$250.00	\$250.00	revd for fall 19
East Central Board: Fines- Violations	fall	\$400.00	\$400.00	\$400.00	revd fall 19
Administrative Assistant: Workmans Comp Audit Refund	credit	\$6,628.00	\$6,628.00	\$6,628.00	Audit adjust
Player Fees: Rec U3 to U6 Players*	\$3.00	\$948.00	\$0.00	\$711.00	
Player Fees: Academy/ Rec Players*	\$4.35	\$8,695.65	\$0.00	\$6,521.74	
Player Fees: Classic Players*	\$7.50	\$23,025.00	\$0.00	\$17,268.75	
Player Fees: Adult Players*	\$3.75	\$0.00	\$0.00	\$0.00	
Player Fees: TOP Players	\$0.00	\$0.00	\$0.00	\$0.00	
Team Fee: Outside District Teams	\$140	\$0.00	\$0.00	\$0.00	1 team/ reimbursement?
Referre Mentoring from WYSA		\$3,800.00	\$3,800.00	\$3,800.00	Mike J requested April 20
Total Revenue		\$43,746.65	\$11,078.00	\$35,579.49	

Outflow (Expenses)

Administrative Assistant: Expenses		\$100.00	\$100.00	\$100.00	
Administrative Assistant: Internet*		\$240.00	\$240.00	\$240.00	
Administrative Assistant: Office Supplies		\$50.00	\$50.00	\$50.00	
Administrative Assistant: Payroll* (net, fed, state)		\$30,000.00	\$30,000.00	\$30,000.00	
Administrative Assistant: FICA Tax*		\$1,900.00	\$1,900.00	\$1,900.00	
Administrative Assistant: Medicare Tax*		\$440.00	\$440.00	\$440.00	
Administrative Assistant: Unemployment*		\$170.00	\$170.00	\$170.00	
Administrative Assistant: Workmans Comp*		\$588.00	\$588.00	\$588.00	
Administrative Assistant: Travel*		\$200.00	\$200.00	\$200.00	
Education and Training: Inhouse Convention		\$0.00	\$0.00	\$0.00	
Education Program - Respect the Game		\$0.00	\$0.00	\$0.00	
East Central Board: AGM*		\$1,500.00	\$1,500.00	\$1,500.00	
East Central Board: Expenses		\$50.00	\$50.00	\$50.00	
East Central Board: Non-profit filing fees		\$2,000.00	\$2,000.00	\$2,000.00	
Fund Recreational		\$0.00	\$0.00	\$0.00	
Fund TOPS		\$0.00	\$0.00	\$0.00	
Games: Expenses		\$0.00	\$0.00	\$0.00	
Operations: Equipment		\$0.00	\$0.00	\$0.00	
Operations: Membership Dues		\$0.00	\$0.00	\$0.00	
Operations: Website Hosting/ Web Writer*		\$650.00	\$650.00	\$650.00	
Operations: Domain Name Fees*		\$0.00	\$0.00	\$0.00	due 2/2025
Operations: Admin email address*		\$100.00	\$100.00	\$100.00	
Operations: Demosphere Team Fee - Schedule		\$1,450.00	\$1,450.00	\$1,450.00	current fee for classic spring schedule
Operations: PO Box Rental		\$76.00	\$76.00	\$76.00	due 8/20
Referees: Mentoring Program		\$0.00	\$0.00	\$0.00	no games, no mentoring
Registrar: Player Pass & Supplies		\$0.00	\$0.00	\$0.00	wont need new cards

Treasurer: Accounting Brunette	\$300.00	\$300.00	\$300.00
Treasurer: Expenses	\$200.00	\$200.00	\$200.00
Contingency	\$1,000.00	\$1,000.00	\$1,000.00
Total Expenses	\$41,014.00	\$41,014.00	\$41,014.00

Net (Loss) Cash Flow	\$2,732.65	(\$29,936.00)	(\$5,434.51)
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Total CD	\$20,000.00
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CD Breakdown

Rec and Adult Programs (Donation) - 6 Month	\$7,922.29
TOP Soccer (Donation) - 12 Month	\$9,851.00

Feb 2020 Player Fee Club Invoices
Received: \$10,313.50
Not Received: \$22,373.30
Total Invoiced: \$32,686.80