

9/3/25 Board Meeting Minutes

Attendees: Melanie Kern, Kristin Hort, Matt Maziarz, Catherine Wu, Tham Selvan, Karen Hakenson, Denise Butler, Kathy Knapp, Billy Pekarski, Kara Harlow, Hillary Barlow, Tyler Dunn, Alina Canha, Rich Forcier, Shana Farnsworth, Candice Wilkins

I. Board Update

- a. Current Board Members updated and distributed in meeting
- b. Needs: HSG, MSB, JRG – all need 2nd member to assist
- c. Finances
 - i. Financials
 1. Accounting completed audit, annual report and tax filing is in progress
 2. Insurance is set up, will be invoiced soon, agreed on fees last year, no changes
 3. Teamsnap has been paid, \$2300 for standard business level
 - a. Currently Teamsnap keeps track of team record but not standings which costs extra
 - b. Features are geared more for club sports
 - c. No fundraising tracking features
 4. Arbitrator Pay will be used to pay travel refs, about \$1000 for service
 - 5. BLANCHARD SCOREBOARD VOTE**
 - a. Total cost for local vendor Dave Ayotte: \$9,932
 - b. Currently raised: \$7378.64
 - c. Will require \$4966 down payment, the rest after install, includes removal of old scoreboard, and set up of new board, instruction of how to use, one remote control, protective lense; extra cost to inscribe “Donated by WYBA”, to find out more details; question warranty, Denise to find out; Can install in time for upcoming season and includes \$500 off next board if we replace Miller
 - d. Will look into magnetic sign to hang from board so we are able to switch out should we get sponsors
 - e. Blanchard Middle School will perform ceremony for new board and present a plaque to acknowledge donation from WYBA.
 - f. Proposal to use \$2671.36 from general fund to complete payment with a bit extra for unforeseen costs for a total of \$10,050 to be allotted to New Blanchard Middle School Scoreboard = **VOTE UNANIMOUS YES**

6. Sponsors

- a. Approached by Mill Town Plumbing and Heating to sponsor WYBA, currently in discussion and putting together paperwork.
- b. Sparked conversation about proactively approaching local business to be “sponsors” for association to raise money for scoreboard, equipment, scholarships, etc
 - i. Some ideas: logo on rec tee shirt, scoreboard tablecloth with logo at rec games / home travel games, possible co-sponsor for scoreboard to get logo on scoreboard, different tiers
- c. Will continue discussion, try to form committee and start reaching out to community

7. Equipment needs – none at this time

8. Uniform Updates

- a. Rec shirt orders needed by early November; will need to figure out sponsors by then if any going on Tee shirts
- b. Cat looking into getting samples for travel fitting

9. **Proposed FEE Structure 2025 / 2026**

- a. Recreation League – Current cost \$165, proposed increase to \$170
- b. High School - \$140, no change, will be chance for students to apply for financial assistance if needed
- c. Instructional League - \$115, no change
- d. Early Bird discount of \$25 if signed by October 15th, may extend to October 31st
- e. No sibling discounts
- f. Travel League – Current cost \$250, Proposed increase to \$260
- g. Full financial aid for those who apply and are approved across all divisions, capped at \$170 per player
- h. Proposal to make all of above changes to 2025 / 2026 fee structure – **VOTE UNANIMOUS YES**

10. BYLAWS AMENDMENT

- a. The WYBA Board unanimously voted to amend and restate the bylaws of Westford Youth Basketball Assoc., Inc. These bylaws amend, replace and supersede any and all other bylaws previously adopted by WYBA. At the next meeting the Board will finalize an appendix to the Bylaws which identifies all voting directors for WYBA.
- b. The Board also unanimously ratified the appointment of the Executive Board as follows:
 - i. President: Kristin Hort
 - ii. Vice President: Shana Farnsworth

- iii. Treasurer: Alina Cahna
- iv. Secretary: Melanie Kern

II. Travel Team updates

- a. Registration open, 157 registered so far
- b. Try outs scheduled, working on locations
- c. Participants should show up right on time, doors will not open early
- d. Uniform ordering dates TBA, trying to get samples to try on
- e. Coach Applications
 - i. Will include policies such as equal playtime, how to run evaluations, code of conduct, consequences for players and parents to be established
 - ii. Want all same rules across the board for boys and girls, to be finalized
 - iii. Code of Conduct will be captured on Teamsnap application
- f. Another reminder email will go out shortly

III. Recreation Updates

- a. Scheduling: Hillary sent all dates needed to schools for program, awaiting response, still have to set up time for coach and ref trainings
- b. Kathy working on social media updates

IV. Fundraising

- a. ? Westfest booth, may be too late to organize, need volunteers, TBD
- b. Nov 11th Veterans Day Clinic, will split profit 50/50 with WA this year
- c. Holiday Swag store will open earlier this year, will confirm date with Cat at next meeting, she will call to re-activate

V. Other events

- a. Chris, coach of WA Basketball arranging 2 basketball game outings on a Saturday or Sunday, winning travel teams will get some play time on court, recreation players will be able to shoot baskets
 - i. Requires one black out day for games
 - ii. Will be good to support WA
- b. Discussion to get tickets for UMASS Lowell basketball game for recreation players, may increase price of tickets to get kick back for fundraising

NEXT MEETING Monday September 29th, 7:00 pm Abbot