



CBVA
P.O. Box 425734
Cambridge, MA 02142
www.cbvolleyball.net

CBVA Board Meeting
August 24, 2009
7:05 P.M. – 9:00 P.M.

Northeastern University
Curry Student Center, Room 435
360 Huntington Avenue
Boston, MA 02115

INTRODUCTION

The CBVA Board of Director's Meeting was held at Northeastern University at 360 Huntington Avenue, Boston, Massachusetts, 02115, in the Curry Student Center, Room 435, from 7:05 P.M. to 9:00 P.M. on August 24, 2009.

The following members were in attendance:

- ▶ Ryan Brady
- ▶ Joe Diehl
- ▶ David Doan
- ▶ Al Forbes
- ▶ David Gillum
- ▶ Robert Martinez
- ▶ Luis Mejias
- ▶ Paul Ralifo
- ▶ Elizabeth Ross

The following member was unable to attend the meeting:

- ▶ Michael Gonyeau
- ▶ Christopher Thomas

The following member was also present at the meeting:

- ▶ Dan McCabe

ADMINISTRATIVE ISSUES

Mr. Gillum made a motion to adopt the minutes from the July 19, 2009 meeting. Mr. Diehl seconded the motion. There was no further discussion. The motion passed unanimously.

PERMIT STATUS

Mr. David Doan provided the following updates:

- ▶ 2009-2010 Facilities Permit has been submitted and received by Denise Talarico (Cambridge Public Schools, Permits Office, 456 Broadway Street, Cambridge, Massachusetts 02138, 617.349.6836);
- ▶ Mr. Doan spoke with Ms. Denise Talarico on August 24, 2009, to confirm the first available date that the Amigos School will be opened, which is Sunday, September 13, 2009;
- ▶ CBVA has been confirmed for the Amigos School gymnasium for the following dates/times:
 - Sundays, September 13, 2009 – May 31, 2010, from 12:30 P.M. to 9:00 P.M.
 - **NOTE:** The permit has since been updated based on the discussions noted below.
 - September 27, 2009, from 10:00 A.M. to 9:00 P.M. to accommodate Clinics
 - Starting October 2009, every second Sunday of each month, from 10:00 A.M. to 9:00 P.M.
 - Mr. Doan will update Ms. Denise Talarico on the following dates/times:
 - September 13, 2009, from 9:30 A.M. to 5:30 P.M. versus from 12:30 P.M. to 9:00 P.M. depending whether or not the Amigos School gymnasium will be used during the day for the Boston Beantown Classic Tournament. Per Mr. Robert Martinez, there is no current need to use the Amigos School gyms for the Boston Beantown Classic Tournament
 - September 20, 2009: The Board will not begin the first week of indoor volleyball play until September 20, 2009, because of the Boston Beantown Classic Tournament that will be held the weekend of September 11-13, 2009. Therefore, the first official indoor volleyball play will be on Sunday, September 20, 2009.
 - Sunday, November 22, 2009 (Thanksgiving weekend)
 - Sunday, December 27, 2009 (Christmas weekend)
 - Sunday, January 3, 2010 (New Year weekend)
 - Sunday, May 23, 2010 – Last Sunday of indoor volleyball play
 - Clinics Dates:
 - Sunday, September 27, 2009: Will need access to the gym starting at 10:00 A.M.
 - Sunday, November 8, 2009: Will need access to the gym starting at 10:00 A.M.
 - Sunday, January 10, 2010: Will need access to the gym starting at 10:00 A.M.
 - Sunday, March 7, 2010: Will need access to the gym starting at 10:00 A.M.
- ▶ Mr. Doan spoke with Ms. Denise Talarico regarding whether or not we could use one of the available rooms/space at the Amigos School one time per month to hold CBVA Board Meetings. Per Denise, only the gymnasium, auditorium, and cafeteria are rooms that can be leased or rented out. However, Denise did suggest giving a call to Mr. Pat Donovan regarding whether or not he would allow other rooms to be used. Mr. Doan then spoke to Pat and he suggested that the Teachers' Lounge would be his recommendation as a viable meeting room. He also told Mr. Doan that he would communicate this to Ms. Denise Talarico. As far as a rate, this should be negotiated with the Cambridge Public Schools via Ms. Denise Talarico. Mr. Donovan did indicate that he might be able to “work something out” especially if he is the person who will open up the gymnasium on the Sundays of the CBVA Board Meetings at 10:00 A.M.
- ▶ Mr. Doan will follow up with Ms. Denise Talarico regarding the increase in gym fees and specifically ask the following questions:
 - Has CBVA been charged for one gym or two gyms last season/year and previous seasons/years?
 - Depending on the answer above, clarify on whether CBVA will be charged \$10/hour/gym or \$20/hour/2 gyms (upstairs and downstairs)

INTERMEDIATE BOARD MEMBER REPRESENTATIVE APPOINTMENT

Mr. Brady spoke with Mr. Dan McCabe regarding filling the Intermediate Board Member representative. Mr. McCabe voiced the following:

- ▶ “In between jobs”
- ▶ “Currently also on another Board
- ▶ “The first week of Ratings” will not be available

- ▶ “Financial concerns, specifically whether or not the Board has insurance coverage.” Per Ms. Ross, CBVA has Board insurance coverage but currently no general liability insurance
- ▶ Mr. Martinez voiced that he does not anticipate that this year will require the level of frequency and intensity of Board Meetings compared to last year’s Board activity.
- ▶ The CBVA Commissioner, Mr. Ryan Brady, made a recommendation to appoint Mr. Dan McCabe to the Board, specifically to represent the Intermediate Division.
 - The Board voted to endorse this recommendation.
 - The vote passed with one abstention.
- ▶ Mr. Dan McCabe was officially voted in as an Intermediate Board Member representative.
 - Mr. Dan McCabe has volunteered to be on the Policies & Procedures and Outdoor Volleyball Committees.

COMMUNICATIONS

Mr. David Gillum provided the following updates:

- ▶ The membership addresses for the league are maintained through 1and1.com. The Board e-mail addresses and list-serves are hosted through MIT (which will end on September 6, 2009).
- ▶ The membership distribution list works fine with 1and1.com but can be a little time intensive. However, it has worked well for us for the past several years.
- ▶ Ms. Ross and Mr. Gillum agreed to work together to create a Yahoo distribution list for the internal Board Members.
- ▶ Pay Pal / Treasurer account will need to be updated; Mr. Gillum will investigate the need.

OUTDOOR VOLLEYBALL PLAY

Mr. Ruiz provided an update and status of outdoor volleyball play. The management (retrieval and putting away) of outdoor volleyball nets is currently not a convenient process – i.e., requires someone to have a car or someone may need to walk a far distance crossing a busy street intersection, etc.. Not many members have been willing to volunteer to retrieve and put away the outdoor volleyball nets. Per Mr. Mejias, some members have also provided feedback on the current outdoor volleyball play location that there is a lack of eating establishments. Mr. Mejias volunteered to be on the Outdoor Volleyball Play.

VOLLEYBALL LOGISTICS COMMITTEE

The Logistics Committee needs to have a plan for registration. Mr. Mejias volunteered to be on the Volleyball Logistics Committee.

COMMUNICATIONS COMMITTEE

There was a recommendation to have the Membership Committee to be a sub-committee of the Communications Committee.

BEANTOWN CLASSIC TOURNAMENT COMMITTEE

Mr. Robert Martinez provided the following updates:

“BOSTON BEANTOWN CLASSIC TOURNAMENT UPDATE (**NOTE:** The following notes and updates were captured/documentated by Mr. Gillum)

- ▶ Equipment Update
 - Balls, nets, etc. awaiting to be ordered pending receipt of Credit Card from CBVA.
 - Whistles and lanyards ordered.

- First aid kits awaiting to be ordered.
- ▶ Sponsorships
 - We have received various forms of sponsorship for the Boston Beantown Classic Tournament, including:
 - Kiwi Cottage / Provincetown Condo (Raffle)
 - Raffle tickets will be sold for \$5.00 each
 - Whimwords (Tee-Shirt Sponsor)
 - Cape Cod Potato Chips (1/2 Price Discount)
 - American Airlines (Flight Discount)
 - Avis (Rental Car Discount)
 - Machine (Space Donation)
 - Cliff Bars (Give-Away)
 - Other opportunities still in the works...
- ▶ Volunteers (First Name, Last Name: Type)
 - Patrick Allard: Gym Set-up and break-down
 - Sophea Chau: Saturday volunteer
 - Brian Fehlau: Friday night gym set-up and Sunday break-down
 - Marc Fernandez: Scorekeeper's table
 - Al Forbes: Any; volunteer organizer
 - Mike Gonyeau: Thursday night registration
 - Thom Higgins: Any
 - Christine Huard Wyeth: Any
 - Patrick Mabray: Thursday night registration; Friday night gym set-up
 - Bobby Morris: All day Saturday volunteer; Sunday through noon
 - Paul Ralifo: Concessions
 - Elizabeth Ross: Court Volunteer
 - Lorenzo Russo: Concessions, sign-in table, etc.
 - David Simone: Any
 - Oliver Wang: Friday night registration
 - Andrew Kleinke: Friday set-up; Saturday after 2:00 P.M. and Sunday all day
 - Andrew Martinez: Thursday and Friday night registration
 - Kelley Leary (Cambridge Rindge and Latin School; CRLS): Concession Stand
 - All volunteers will be given a free ticket to access the boat for the Seeding Party on Saturday, September 12, 2009.
- ▶ Registration on Thursday
 - Chris Thomas has secured Machine Night Club for Thursday night's early registration event. Visit the Boston Beantown Classic (BBC) Web site for times and additional information.
 - Mike Gonyeau has agreed to coordinate the registration events for Thursday night.
 - All BBC documentation will be provided by David Gillum.
- ▶ Gym Set-up on Friday
 - Robert has confirmed that we can begin gym set-up at 4:30 P.M. on Friday, September 11, 2009
 - We are in the process of organizing volunteers for the Friday night gym set-up
 - Brian Fehlau and Kelly Leary (CRLS) will be managing the Friday night gym set-up
- ▶ Concession Stand Set-up on Friday / Management on Saturday and Sunday
 - Paul Ralifo has agreed to organize a group of volunteers to gather supplies for the concession stand on Friday.
 - Still need help overseeing the concession stand on Saturday and Sunday
- ▶ Registration on Friday
 - Chris Thomas has secured Machine Night Club for the Friday night registration activities
 - David Gillum will be coordinating the registration events for Friday night

- David Gillum will be working with Gary Grier, Regional Commissioner for NAGVA, on Friday night
 - ▶ Registration on Saturday
 - Last minute registration activities will take place on Saturday morning
 - Ryan Brady and David Gillum will be coordinating the registration events on Saturday morning.
 - We will be working with Gary Grier, Regional Commissioner for NAGVA, on Saturday morning.
 - ▶ Pool Play on Saturday
 - The pool play schedules are available on the BBC Web site
 - There are 7 modified A/AA teams playing from 7:45 A.M. – 12:55 P.M.
 - There are 12 B teams playing from 7:45 A.M. until 12:10 P.M.
 - There are 19 BB teams playing from 12:15 P.M. – 5:25 P.M.
 - Please refer to the schedule on the BBC Web site for specific details
 - The Pool Play schedule and teams may need to be adjusted because there are several players who are currently unrated
 - ▶ Data Entry of Results
 - Marc Fernandez and Christine Huard will be coordinating the score tabulation/results in an electronic spreadsheet.
 - ▶ Referees
 - All referees have been confirmed including Bob Benson
 - Jonathan Daclison, VP Officials from NAGVA, will be the Tournament Head Referee
 - ▶ Seeding Party
 - Chris Thomas is coordinating the Boston Beantown Classic Tournament Seeding Party
 - The event will take place on a catered boat around the Boston Harbor.
 - Dinner, music, and a cash bar will be provided.
 - Additional information is provided below:
 - Boat: The New Boston (Mass Bay Lines)
 - Disc Jockey: DJ JST
 - Ryan Brady has left several messages but no returned calls as of yet
 - Ryan Brady will continue to follow up
 - Date: Saturday, September 12, 2009
 - Board Time: 7:15 P.M.
 - Departure Time: 7:45 P.M.
 - Return Time: 11:00 P.M.
 - Location: 60 Rowes Wharf, Boston, MA 02110-3322
 - Telephone: 617-542-8000
 - Players under 21 years of age will not be allowed to board the boat
 - The boat has tarps for rain
 - Refer to the BBC Web site for additional information.
- ▶ Sunday Play
 - We have been working with Lew Smith to develop the brackets for Sunday. All seems to work well with the number of teams for each division. However, it will not be posted until closer to the tournament.
- ▶ Prizes, T-Shirts
 - Tee-shirts and prizes have been ordered and will be ready next week (week of August 31 through September 6, 2009)
 - Need checks from Joe Diehl to process.
- ▶ Gym Break-down
 - We are in the process of organizing volunteers for the Sunday night set-up.
- ▶ Public Awareness
 - Edge Boston and the Boston Gay Pride Organization has added us to their respective calendars
 - Article with information on the BBC will be printed in Edge Boston and Improper Bostonian

- Per Mr. David Gillum, photograph has been sent
 - Other public relations (PR) items are in the works.
- ▶ The Boston Beantown Classic Tournament Committee's next meeting is scheduled for Thursday, August 27, 2009.

SCHEDULING

- ▶ Ms. Elizabeth Ross has submitted the Schedule for the upcoming 2009-2010 with some dates noted as "proposed date."
- ▶ Ms. Elizabeth Ross will also upload the 2009-2010 to the Yahoo Group Web site
- ▶ Ms. Elizabeth Ross will create an ics.file, which can then be loaded to individual's calendar
- ▶ Ms. Ross will create a Schedule with two (2) Board members per session
 - The Division will finalize and adjust the two Board Members' names if so desire.

RATINGS COMMITTEE

Mr. Mike Gonyeau and Ms. Elizabeth Ross will provide an update/plan on the Ratings process at the September Board Meeting.

- ▶ Ms. Elizabeth Ross has volunteered to work on the logistics and planning of the Ratings process.

AUDIT COMMITTEE

Mr. Gillum and Mr. Gonyeau will need to provide an update/plan on when the 2008-2009 audits will be conducted. A written plan needs to be submitted to the Board for the audits.

FINANCE COMMITTEE

Mr. Joe Diehl provided the following updates:

- ▶ Treasurer Diehl presented a draft budget to the Board of Directors for review; however noted that the budget did not properly account for the potential of a \$10/gym/hr increase in rental expense and would need to be reworked based upon findings from further conversations with the School.
- ▶ Committee chairs were asked to review their line items in the budget.
- ▶ **CBVA FEES:**
 - CBVA Visiting Member Fee is \$3
 - CBVA Membership Fee is \$10
 - Insurance Fee is \$10
 - Guest Play is \$10
 - First Session Fee is \$7
 - Second Session Fee is \$3
 - Clinic Fee is TBD
 - Treasurer Diehl made a motion to adopt this fee schedule while noting that the fee structure may need to be reassessed if the gym fees are in fact being increased beyond the 3% that was previously budgeted. Committee Member Gillum seconded the motion. The motion passed with one abstention.
- ▶ Budget for all events must be submitted to the Board and approval must be granted by the Board
- ▶ Each Committee will need to be submit a proposal with the proposed budget for all anticipated expenditures.

INSURANCE POLICIES and LIABILITES

The insurance policies have been in receipt by Robert McHale. Rationale for having Mr. McHale to review the insurance policies:

- ▶ To thoroughly review the insurance policies language to assess any potential risks of exposure
- ▶ To check the status on the Board's insurance
- ▶ To check the status of the insurance policies
- ▶ To investigate the general liability

FOLLOW-UP TASKS

Task	Follow-Up Items from CBVA Board Meeting on August 24, 2009	Responsible Person(s)	Status
1	Update schedule for 2009-2010 season; create an ics.file; upload schedule to Yahoo Group Web site	E. Ross	In progress
2	Clarify increase in gym fees for the Amigos School for 2009-2010	D. Doan	In progress
3	Create a Beantown Classic Tournament Project Plan to capture all tasks that need to be completed prior to the tournament	R. Martinez, D. Gillum	In progress
4	Submit a written plan and conduct 2008-2009 financial audits	D. Gillum, M. Gonyeau	Planning
5	Plan for indoor volleyball play registration	Logistics Committee	In progress
6	Update/Plan for indoor volleyball play Ratings process	M. Gonyeau, E. Ross	Planning

NEXT MEETING

A proposal was made to have the next Board Meeting on Sunday, September 20, 2009. The location is to be determined.

ADJOURNMENT

Ms. Ross made a motion to adjourn the meeting. Mr. Diehl seconded the motion. There was no further discussion. The motion passed unanimously.

The meeting was adjourned at 9:04 P.M.

*These minutes were written by David Doan, CBVA Information Officer.
Additional updates and information were also provided by David Gillum and Joe Diehl.*