

# Buffalo and Western New York Soccer Referee Unit

Place: Olympia Restaurant                      Cheektowaga, NY                      Start: 8 AM      End: 9 AM  
Present: Dan, Rachel, Steph, Chris, Mac                      Absent: Yaser      Guests: John Kramer, Bill Helwig  
Presiding Officer: Dan

Agenda:

## OLD BUSINESS:

**Rachel**: BWNYSRU meeting places and times:

Wednesday	February 21, 2018	Park School	7 PM
Thursday	March 22, 2018	Park School	7 PM
Thursday	April 26, 2018	Park School	7 PM
Thursday	May 24, 2018	Park School	8:30 PM
Thursday	June 28, 2018	Park School	8:30 PM

Motion made and seconded (e.g. Steph and Chris) to sign contract with Park School with the appropriate BWNYSRU signature for dates/times specified above. All voting members voted yes. Motion carried as stated above.

**Dan**: Banquet place will be investigated by Dan who will bring results to next meeting. **Board selected as Thursday, August 8, 2018**

**Bill Helwig**: noted number of recertified referees now approved at 62 with 152 signed to attend but have not completed this process. Remainder of potentially 410 are to be processed. Emails have been sent by Bill to those who attended Recertification Clinic but did NOT take the mandatory test within 5 days and, therefore, they must pay \$5 to continue the process for Recertification to take the test! The Recertification Clinic is 3 hours with no change possible. Dan will acquire the list of those referees who have completed the Recertification Clinic but have not taken the test and will notify them to take the test and pay the \$5.

New Referee courses: <http://www.buffalo.wnyreferee.org/become-a-referee.html>

2018 Entry Level Courses:

1/20 & 1/21	9 AM-5 PM at Village Glen Tennis Club in the Amherst Soccer Conference Room
1/27 & 2/3	9 AM-5 PM at Veronica Connor Middle School in the Little Theater Room
2/10 & 2/11	9 AM-5 PM at Sportsplex
2/17 & 2/18	9 AM-5 PM at Northtown Center in the Second Floor Skybox
2/24 & 2/25	9 AM-5 PM at Sahlen's Sports Park in the classroom overlooking field #1

**John Kramer**: Unit Training meetings will be arranged by John; dates/times/places to be determined. Also, the formal agenda will be created by John in order to have consistency at these meetings

## NEW BUSINESS

**Chris**: Nominating Committee needs guidelines and written procedures regarding how to proceed. These are part of the BWNYSRU By-Laws. Dan will send this procedure to all referees and notifying them

45 to contact Jessica who is the Chairperson of that Committee. It also provides timelines for completing  
46 this.

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48 The following is directly from the BWNYSRU By-Laws. This needs to be shared with Jessica

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I. Election Process –

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i. Election Committee –

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1. Consists of a minimum of two members of this unit that are not on the  
52 Board of Directors.

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2. Will not be running for a position on the Board of Directors

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3. The committee will elect its chairperson.

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4. The election committee will be established by the April meeting.

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ii. Nominees must be Active and in good standing with USSF, WNYSRA, and  
57 BWNYSRU.

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iii. Election Schedule:

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1. Even number years the following positions will be up for election:

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a. President

61

b. 2<sup>nd</sup> Vice President

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c. Member at Large (Junior)

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2. Odd number years the following positions will be up for election:

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a. 1<sup>st</sup> Vice President

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b. Secretary

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c. Member at Large (Senior)

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3. The Treasure is an appointed position by the Board of Directors for a  
68 three-year term

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iv. Nominations for positions open for election will be taken at general unit  
70 meetings only, starting with the first of the last three months (excluding the  
71 Annual Banquet)

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v. Nominations taken from the unit membership require a confirmation from a  
73 second individual and either a written, email or verbal (present at meeting)  
74 acceptance by the nominee.

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vi. Nominations are closed at the close of last unit meeting prior to the Annual  
76 Banquet

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vii. Elections are held at the Annual Banquet for the season. In a secret ballot if  
78 multiple nominees exist for any of the positions.

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viii. All unit members are eligible to vote

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ix. If a nominee is unopposed, the nominee may be voted in by the Secretary  
81 casting a single ballot.

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x. Elections of the officers shall be by majority vote of eligible voters, present at  
83 the meeting (Annual Banquet) or by absentee ballot received by the election  
84 chairman seven days prior to the Annual Banquet.

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xi. In the absence of a majority vote for one candidate the nominee with the most  
86 votes win.

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- 87 xii. The election committee at the Annual Banquet shall tabulate the votes.
- 88 xiii. A recount may be requested by an individual up for election at the time of the
- 89 Annual Banquet.
- 90 xiv. In the event of a recount request, two random members of the unit shall
- 91 volunteer to recount the votes. With the Election committee in attendance.
- 92 xv. In the event of a tie an immediate runoff is to be conducted between the
- 93 nominees who are tied until a winner is determined.
- 94 xvi. After the election is completed it is the obligation of the Election committee to
- 95 destroy the election ballots.
- 96 xvii. Start of the term will be the first day of the following month after the Annual
- 97 Banquet (September).
- 98
- 99

100 **Rachel**: Reviewed the procedure that is used now for Risk Management and has received updated list.  
101 The procedure lacks a written notification back to the referee who registered if the procedure was not  
102 completed properly. We do not receive a list of referees that specifies the date of expiration for each  
103 referee's Risk Management; Rachel only receives a list of names! We reviewed a concern from a referee  
104 regarding his application with Rachel also providing a follow up request. Further discussion included  
105 how to assure that the process is verified through a bi-directional email signifying that the application  
106 was received, was processed, and was approved. Rachel will contact New York West Soccer Association  
107 to reconcile the dispute regarding timeliness of responses directly to the referees and to propose  
108 acquiring a master list with expiration dates of each referee.

109  
110 **Sean**: Arbiter payment for its use was discussed with clarification needed from Steve Wu and Tom Ross  
111 regarding who controls this and what the actual fees would be if our Unit contracted directly to Arbiter  
112 and/or the State Soccer Association contracted with Arbiter for its use. BWNYSR's preference is for our  
113 Unit to create an independent direct contract between our Unit and Arbiter. However, further  
114 discussion will be pursued by all parties involved. No final decision was made as of this date.

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116 A motion was made and seconded (e.g. Steph and Chris) to enter into a contract between the BWNYSRU  
117 and Arbiter for its use at a specified rate of \$4.50 per referee unless the State Association has already  
118 signed the contract that mandates involvement by our Unit. All voting members voted affirmative.

119  
120 **Bill**: Consideration to have Unit pay for the use of physical facilities for the space used for classes for  
121 new referees. Agreement was to pay \$25 for the use of electricity at the classes when this is requested  
122 and appropriate.

123  
124 **Sean**: Payment of Unit dues is possible through our swipe process (e.g. Square.com) which only Sean  
125 can use when he is physically available at any meeting. Otherwise, the use of the paper payment that is  
126 on our website would be appropriate as it includes Sean's address (snail mail or scanned to him as an  
127 attached file) and needed credit card information for its authorization. Arrangements will be made for  
128 Sean to be available at our first Unit meeting.

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130 Sean needs the Social Security numbers of all of our vendors in order to process the appropriate  
131 legal/fiscal forms. He will pursue the action that is needed.

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133 Executive Session to discuss Personnel issues: Motion made by Steph and seconded by Sean to enter  
134 into Executive Session for the purpose stated above; all voting members selected affirmative.

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136 Motion was made to end the Executive Session (Dan and Rachel) and enter into Regular Session with all  
137 voting affirmative.

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139 Motion made to adjourn regular Session BWNYSRU meeting was made by Steph and seconded by Sean  
140 with all voting members selecting affirmative.

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142 Respectfully submitted by: Mac I. Barnett – BWNYSRU recording Secretary  
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