

**NHFOA Executive Council
Meeting Minutes
February 25, 2016
Newmarket Housing Authority**

Meeting called to order at 6:31 p.m. by Chairman Paul Page

In attendance at the meeting were Chairman Page, President Tod Trask, Commissioner Ernie Clark, Councilors Chuck Robert, Jay Kelly, Mike Grondin, Michael Lafond (acting as scribe), and Ron Sevigny (via telephone).

Guest: Bill Main

Agenda

1. **Review/Approve January Meeting Minutes** – Chairman Page

Tod noted an error in the meeting minutes.

There was a motion to accept the meeting minutes as amended by Ernie. Tod seconded the motion and it was passed unanimously.

2. **Review/Approve Treasurer's Report** – Chairman Page

The treasurer's report was emailed to all of the councilors.

Motion to accept the treasurer's report subject to audit was made by Lafond, and seconded by Tod, and it passed unanimously.

3. **Commissioner's Report** – Commissioner Clark

The only item in the commissioner's report has to do with the assignment of JV games – to be discussed in old business.

4. **Mechanics Supervisor's Report** – Bill Main

Five NHFOA members agreed to serve on mechanics committee:

Brian Snow, Rick Zecha, Fred Russell, Kevin Bolduc, James Josef
They will join Bill Main, Tod Trask, Jeff DeLois, and Stan Marro,

The mechanics committee met in mid-February. One of the discussion items at the meeting was to only entertain/make mechanics changes on the years that the mechanics books DON'T come out.

Another item was to get ideas from the council for the 2016 Mechanics clinic.

The council provided the following at the meeting:

- Would like to see groups of young/old mixed positions visiting all of the different positions.
- Film would be a really good thing as folks can see it and can be discussed – could be problematic depending upon where the clinic is held.
- Forget "Olympics", teach at each position and mix it up a little
- Get questions to answer prior to the meeting
- Perhaps a "How can we help each other out?" session. What we need to be most effective as a team – could be positioning, coverage, etc.
- Ensure that the clinic emphasizes points of emphasis!
- Perhaps get a speaker (pro/college)
- Ensure that there is no "standing around" time – i.e. ensure clinic is well and tightly organized so that folks are engaged the entire time.
- Pass around information and best practices.

- Perhaps focus on the special/odd situations (e.g. kick catching interference on kick off, on-side kicks, etc)
- Difficult to put this together.
- Perhaps go back to the 3 good folks at each position to facilitate discussion.
- Ensure that this clinic is treated as a "Kick Off" event
- Clinic can't be everything – let's focus the clinic on 7 or so things. Memorial's football scrimmage has little value.
- Also discussion that the mechanics make up meeting will be held as a separate meeting and not combined with other meeting(s) as in the past couple of years.

Next meeting(s) the mechanics committee expects to:

- Vet the changes requested of the 9 changes requested.
Some appear to be "gimmes" - i.e 4-man mechanics signal for wings when they count 11 (closed fist at shoulder, i.e. the mechanic prior to the last change)
- Incorporate the council's suggestions for the meeting

Next Mechanics meeting scheduled for two weeks hence.

Bill Main will be coming back to council in May to present the proposed mechanics changes.

In June, the final plan for the clinic and council voting on the changes.

5. Old Business

- Background Checks
Bill Main explained that this is actually not a background check – it's a criminal records check.

Background checks are currently performed yearly on all people volunteering for Pop Warner. There is currently no requirement at present to have these checks performed, but there will be in the future.

Discussion was focused in the following areas:

- Liability: What if it comes background incorrect? (either missing or incorrectly accusing someone of committing a crime) There was language on the form protecting the collector.
- Mechanics of collecting it and getting done, appeal, etc.
- Councilor Kelly was appointed as the focal point to investigate and report back to the council.
- 2016 Budget
 - The budget was emailed to the councilors and is attached. Discussion ensued on the fact that it was again a balanced budget, and that it did not differ significantly from the 2015 budget.
 - There was discussion as to whether to make separate line items for some expenses. It was decided that the President's fund is the place for all discretionary funds.
 - Summarized expenses and estimated income (no issue)
 - Motion to accept the budget was made by Councilor Sevigny and seconded by Councilor Lafond. Motion passed unanimously.
- Curriculum
Tabled until March meeting
- Committee Chair / Local Coordinator Appointments

Same appointments, and hopefully 2 locations for apprentice meetings for the 2016 season - North and Seacoast

All other committees staffed

Discussion of president's reception to be done at April meeting of the council.

- Sub-Varsity Assigning / NHIAA Position
Councilor Bracci provided a memo to send to the NHIAA, all councilors agreed that he did an excellent job in crafting the memo.
Currently for sub-varsity games, there is no requirement that the schools use the NHFOA football assignor.
Who has the right to assign the games?
Issue about 3rd parties assigning games. (same people, everyone doesn't get a chance to officiate).
Issue of schools assigning their own game (same people, everyone doesn't get a chance to officiate).
Decision was to work with the individual schools prior to asking NHIAA to take action.
Do we want to force schools to use NHFOA assignor?
Ernie will reach out to some Athletic Directors to sound them out to assist the council in determining the next course of action.
Plan to have a discussion at the next meeting.

6. New Business:

- Confirm Next Scheduled Meeting – 3/24/16 (Conference Call)
- Meeting Curriculum
- Sub varsity assigning
- Background checks
- Purchase of projector for NHFOA (primarily Manchester meetings)
- Discussion regarding meeting attendance and alternatives.

7. Motion to adjourn. Made by Councilor Sevigny, seconded by Councilor Lafond. Motion passed, meeting stood adjourned at 9:26pm.

Attachments:

(included in email to council)