



**NORTH OXNARD AYSO 10W REGION 304
BOARD MEETING AGENDA
18 February, 2026 at 6:45 PM Headquarters**



- 1. CALL TO ORDER Time: 6:59 pm**
- 2. REVIEW OF THE AGENDA Motion: Felipe Second: Mike**
 - a. The agenda was unanimously approved as presented.
- 3. APPROVAL OF MINUTES Motion: Felipe Second: Tanya**
 - a. The minutes were unanimously approved as presented.
- 4. RECOGNITION OF VISITORS TO ADDRESS THE BOARD. (5 min to address Board)**

There was no public comment.
- 5. AREA 10-W INFORMATION** – 3 Regions Piloting Playmetrics (148,242,304). Timeline for AEDs, 1 Jan 2027. Coaches and Asst Coaches to be trained (AB-310, games and practices 1 Jan 2028). AYSO working on an On-Line course. Team3 available for ref support, mentoring and training. Modify Field Permits with OSD. City making changes to facility use permits - waiting for POC to contact.
 - a. The Board was advised to inform Scott if they currently hold a certification for AED.
- 6. REGIONAL COMMISSIONER'S* REPORT/INFORMATION** - Communication plan and draft ltr for region. Google chat for board communications. Fremont ground breaking Feb/Mar 2026.
 - a. The updated communication plan is attached to these meeting minutes and can be found at the end of the adjournment section of the agenda.
 - b. The Board discussed drafting a letter to inform parents of upcoming season changes.
 - c. Effective Fall 2026: Age groups are changing. We received approval from OSD to use the fields at Drifill and Lopez.
 - i. OSD approved availability of restrooms at both school sites.
 - ii. Age Groups U8 and below: Games will be held at Drifill. Remaining age groups games will be held at Lopez.
 - iii. Referee Tent will be placed at Lopez.
 - iv. C. Romero: Expressed concerns for safety regarding crossing on Wooley. The board discussed hiring a Crossing Guard and this will have to be factored into the budget at a future meeting.
 - v. The three containers at Fremont will need to be relocated. One container each will be placed at Drifill and Lopez. The Board will need to agree on a third location for the remaining container.
 - vi. The limited parking at both schools was discussed. This will limit the total number of teams Region 3041 will be able to accommodate during the Fall. E. Kinkaid recommended overlapping the fields similar to how LA does it.
 - d. Google Chat will continue to be the primary method of communication for the Board members.
- 7. TREASURER'S* REPORT- Tanya - Profit Loss Report** - Status - Adjust Check signers on checking accounts. Start Budget work for March mtg to approve on open registration.
 - a. Reports were sent out on 2/17, player fees were not included in the report as they got paid in the month of February. Checks were also distributed in January 2026 and were not cashed until February 2026.
 - b. Monthly audit status: green.
 - c. The budget is currently being revised.
 - i. Expo numbers are going to be higher than the projected number since there is a significant number of members going this year. Funding from the Reserves account will need to be utilized.



- ii. The following will need to be factored into the budget: Office space rent for the next 5 months and the Crossing Guard for Wooley.
- d. March 2026 will have a further disclosure of funds.
- e. February 2026 minutes were approved, resulting in Felipe being added to the checking account for signatures.

8. OLD BUSINESS

- a. Office fixes - drop ceiling lead - Nick 805-760-7412
- b. Expo March 27-29, Pasadena. Who is not Signed Up? Dinner - Liz T.
 - i. Everyone who is interested in going needs to be registered as soon as possible.
 - ii. Headcounts for dinner need to be provided to Liz T.
- c. PlayMetrics - Training and board members who took training
 - i. Building teams may be difficult. Attending training was highly recommended.

9. NEW BUSINESS

- a. Board members working session - Proposed March 14/15th?
 - i. The Board members agreed to a working session to be held Saturday, March 14th at 9:00 am - 3:00 pm. An agenda will be created.
- b. Communication Plan about coming changes. - Scott/Alex
 - i. An email to all parents about the upcoming season changes will need to be sent out. The Website will need to be updated along with Social Media posts.
- c. Update Policies and Protocols - March Meeting. Add section RefAbuse.Program. language to P&P. *“Region 304 will be enforcing the US Soccer Referee Abuse Prevention Program as adopted by AYSO effective March 1, 2025.”* Refund Policy updated - Proposed same as 2025.
 - i. The First 13 pages of the policies and procedures are all boiler plate language for every region. Page 14 and on are pages the board has the authority to modify. The Board was advised to write down any changes they would like to propose and bring those changes to a future meeting.
 - ii. The Board discussed the Referee Abuse Prevention Program which has been adopted by the USAA soccer for AYSO. It was recommended to look at those pages in detail with the suggestion to approve at the next meeting.
 - iii. The Board discussed the proposed refund policy, which needs to be posted to the website. **S. Medina motioned to keep the refund policy the same as 2025. Seconded by: G. Soto.**
 - 1. **No objections, no abstentions. The motion is approved unanimously.**
- d. New Age chart discussion - U16/18 Program for 2026 Fall.
- e. Proposed Program changes discussion - Erik
 - i. E. Kinkaid proposed the following:
 - 1. Field Set up and Field Duties: Proposed placing goal pieces in bags, with the idea that one goal per bag. The board discussed this in detail and agreed to move forward on placing this item on a future agenda. E. Kinkaid will obtain a quote for the goal bags.
 - 2. Proposed that each team be responsible for assigning one referee for that team.
 - 3. Proposed a clean up day. The board agreed to make this a topic for the March 14 working session meeting.
 - 4. Proposed a free space on the field for the AR's.
 - 5. Proposed choosing the AllStar coaches earlier in the Season.



6. Proposed allowing teams to choose their own names. The Board discussed this in detail and agreed to make this a topic for the March 14 working session meeting.
- ii. H. Ochia proposed painting the home side of each field.
- iii. A. Anahi proposed that we order referee clothing designed specifically for women.
- f. 2025 Coach Survey feedback - Jen
 - i. This discussion item was tabled to the next meeting.

10. **ROUND TABLE - BOARD MEMBERS/STAFF** - *Required Board Positions

- a. Coach Administrator* - Erik - Training classes for 26?
 1. Mass emails will be sent out.
- b. Registrar* – Kathleen -
 1. Nothing to report at this time.
- c. Uniforms –Beatrice -
 1. Reported that she is working with three different vendors: Pro Time Sports, BK and the Soccer Shop USA out of Costa Mesa. The Soccer Shop USA will include Board Member shirts for free if we choose to purchase uniforms. More to report at the next board meeting.
- d. Team Parent Coordinator – Susie/Elizabeth -
 1. Nothing to report at this time.
- e. CVPA* – Felipe – make sure board members are current/registered (safe sport, background check, livescan)
 1. There are currently a few volunteers whose risk status has expired. One or two people still need to complete the required steps to update their status. The website needs to be updated to identify who will serve as division coordinators.
- f. Safety Director* –Bert -
 1. Absent. Nothing to report at this time.
- g. Referee Administrator* – Sal- int upgrade - Caleb Munyon (4 Int. for 2025 and 1 ref Inst) - Training for 26?
 1. S. Medina: Proposed that each team be required to have one assigned referee per team. Verbage will need to be updated and included in the playoff rules.
 2. South Oxnard and 304 will collaborate to host more referee classes.
 3. Referee points will be increased per team, per division: 10U will be increasing to 12 points etc.
 4. The amount of referee points a team can receive a day will be decreased from 4 to 3 points per day.
 5. S. Medina will look into ordering referee uniforms for women.
- h. Pictures & youth Refs – Joanna - Contract for 2026?
 1. Joanna received a response from the vendor asking which site we will be using for picture day. The board will need to agree between Drifill or Lopez for picture day.
- i. Secretary – Elizabeth Parra -
 1. Nothing to report at this time.
- j. Management Training – Alex - Absent
 1. Nothing to report at this time.
- k. ~~EPIC - Ashley - Status - on hold~~
- l. DDs – 18/16/14 _____, 12Anahi, 10B George - Absent, 8 Cesar, 7_____, 6 Jen, Jamboree/Scott.



m. Assist Commissioners: Post Season & Tournament-Felipe, Nik-Fields

1. Felipe: He will be signing checks.

10. NEXT BOARD MEETING - Next Regular Board Meeting, Wednesday **11 March 2026** – 6:45PM.
[Executive meeting XXX, 2026](#) via ZOOM if required @ 6:30PM.

11. Motion to Adjourn: Anahi, Second: Ceasar

This meeting was adjourned at 9:04 pm.

In attendance: S. Barradas, ~~A. Oliveros, A. Diaz~~, A.Vargas, A.Torres, B.Rivera, ~~B.Partida, B.Hull~~, C. Romero, E. Parra, E.Kincaid, F.Diaz, G.Soto, H. Ochoa, ~~J.Alargunoro-Reyerson~~, J.Golshani, K.Simpson, ~~L.Arrieta~~, L.Tello, M. Torres, ~~M. Winegar~~, M.Calderon, M. Golshani, N.Kozin, S.Medina, ~~S.Martinez~~, T.Revelez, ~~R.Gonzales, V. Amaro~~,

Simple Communication Plan — Region 304

Goal

Make sure parents know:

- Temporary field locations
- School-year age grouping (US Soccer change)
- New registration system (PlayMetrics)

That’s it. Everything supports those three points.

One Main Parent Email (from Scott)

This is your anchor message.

Send:

- 1–2 weeks before registration opens

Purpose:

- Introduce all changes
- Set tone
- Link parents to website for details

You already have this letter. This becomes the official message you reference everywhere else.

Website Update (Single Page)

Create ONE simple page:

“Season Updates & Registration Info”



Include only:

- Field location update (temporary, returning to Fremont)
- School-year change (US Soccer-wide)
- PlayMetrics info (new account, same email = history transfers)
- Registration button

Every email and post links to this page.

This becomes your “source of truth.”

Social Media (Keep it Short)

You don't need a big campaign. Just repeat key reminders.

Post 1 (after email goes out)

➡ “Important season updates are here. Please read before registration opens.”

Post 2 (registration opening)

➡ “Registration is now open. New system this year — see details here.”

Post 3 (one week later)

➡ “Reminder: school-year age grouping starts this season. Check details before registering.”

Short. No long explanations.

Registration Opening Email

Very short.

Subject:

Registration is Open – Region 304

Content:

- Link to register
- Reminder:
 - New PlayMetrics account
 - Use same email
- Link to website updates page

Parents mostly just want the link.



Coach / Board Talking Points (Internal)

Send your volunteers a quick cheat sheet:

- Field move is temporary
- Returning to Fremont after construction
- School-year change = US Soccer decision
- PlayMetrics requires new account

This prevents mixed messaging.

ONE Follow-Up Email (Optional but helpful)

Send about a week later.

Subject:

Common Registration Questions

Answer the top three questions you're already expecting:

- Why did my player change divisions?
- Where will we play?
- Why do I need a new account?

That's It

Seriously. That's enough.

Total workload:

- 2–3 emails
- 1 website page
- 3 social posts
- 1 internal note to volunteers

Simple. Clear. Repeatable.

One extra tip (from experience)

Parents don't read long explanations. They just need consistency.

If they hear the same message:

- in the email
- on Facebook



- on the website
- from their coach

They trust it.



Region 304 Overview 2026



Jan – New Board installed/job descriptions, Financials (summary/2026 rate), Update Board data. Set up Player Connect data for next season. Kick off Budget and Draft Calendar. Uniform Plan. AllStar Teams Play.

Feb – Determine required training. Establish our region goals/objectives. Registration prep. Set up 16U and 16/18U combo divisions. Calendar & Budget planning cont. Field Prep Plan.

Mar – Calendar and Budget approval, Uniform & Photo Proposals. **Open Registration online after budget approval.** EXPO (27-29)

Apr – Final Prep for OSF (?), registration prep, Final Uniform/Picture vendors/Contracts. Field Application to OSD, thru Facilitron Program.

May – Playoff Rules Reviewed and updated for season. NAGM May 22-24th. Grapevine TX. Check Game cards. Field Prep Plan updated.

June – Final stats for team building, close out OSF, Food Vendor, Uniform delivery/distribution plans. Volunteer Appreciation date/plan. Meal Cards.

Jul – Final team counts, close out tournament teams, form teams, Season Prep.

Aug – Late registration, Order Dumpster. Distribute Playoff Rules to 10-14U parents by email. OSF Tournament pkg for 2025

Sep – Season issues, awards ordered (week 8). Start nomination committee for Exec Board next year

Oct – Review Playoffs, Ratings/All-stars (week 9-10) & uniforms, Volunteer lunch at the field (week 8).

Nov – Present new exec board recommendations. Ratings and All-star selections

Dec – End of year dinner and a break.