

**Meeting:** FHS Boys Volleyball Tournament Meeting  
**Date & Time:** Wednesday, September 29, 2021 at 5:00 pm  
**Location:** Tustin Brewing Company, Tustin CA  
**In Attendance:** Coach Chris Lee  
Holler, Dave | VP, Ways & Means  
Umnas, Liz | Secretary

## **I. Tournament Date Confirmation**

- a. Varsity: 2/26/21
  - b. JV: 3/5/21
  - c. F/S: 3/26/21
- Coach Lee opened up the option to return to a 2 day varsity tournament if approved by the Board.
  - Friday-Saturday, 2/25-26/21
  - Friday 2:00-10:00pm
  - Because there is a maximum number of sets played/day, maximum number of teams allowed in a one day tournament is 18 teams. With a two day tournament, we can allow more pool play and have a maximum of 24 teams.
  - These dates have been investigated during previous years. Conflicting and challenging issue is trying to schedule around all the schools different spring breaks. These dates have traditionally been the best dates where there are no spring break conflicts.
  - Coach Lee would like these dates confirmed and invitations/contracts sent out ASAP. He just learned that another local tournament may be scheduled at the same time and have conflicting dates. That tournament has not been officially announced yet and thus would like our emails sent out prior to their announcement.

## **II. Tournament Fees**

- Coach Lee suggested increasing Tournament fees to reflect increased fair market value. Per Coach, our tournament is always one of the cheapest tournaments in our area.
- Suggested increased fees
  - Varsity \$500
  - JV: \$350
  - F/S: \$350
  - All 3 teams early registration discount \$1100

## **III. Facilities Reservations**

- Assuming 2 days Varsity Tournament, maximum number of teams for each level (Varsity, JV, F/S) will be 24 teams
- 8 courts total will be necessary per day.
- Facilities needed for 8 courts are FHS (EC & gym) and Hewes.

- Coach Lee has already reserved FHS and Hewes for JV and F/S dates. He has only reserved FHS for Varsity date. If we elect to have a 2 day Varsity Tournament, he will need to know ASAP so he can reserve Hewes for 2/25/21.

#### **IV. Volunteer Roles**

- Prior to the tournament, Coach Lee and Tournament Director Dave Holler to meet to outline the exact roles of the volunteers, to instruct the volunteers regarding scoring, setting up, etc.
- Coach Lee leaves it up to the Board regarding snack bar, food trucks and other fundraising activities. This will also be evolving depending on the current COVID and safety mandates and policies.

#### **V. Tournament Director Responsibilities**

- Email and contact all schools with the tournament invitation and contract
- Finalize all the participating teams, with limitation of 24 schools each level (assuming 2 day Varsity tournament)
- Will ensure and finalize facilities
- Will ensure payments, including picking up checks from the mailbox. Chris has access to the mailbox and he believes we can get access to the mailbox as well. Dave to confirm exactly how to get this mailbox access.
- Order special awards? All tournament awards? Finalist awards?
- Will ensure payment of the referees on each day of the tournament. Treasurer to have checks completed and given to each referee after the completion of their work day.

#### **VI. Coach Lee Responsibilities**

- Making up the team brackets
- Setting up and emailing/confirming the referees
- Setting up the lunches for the referees?
- Ordering the trophies (and special awards?)
- Communicating with the Coaches regarding questions, rules, etc
- Coach Lee has the master custodial keys and alarm combinations for the facilities. Dave Holler to ensure he can attain the master keys prior to the tournament dates.

Meeting adjourned 6:10pm

*Minutes drafted by Liz Umnas  
Completed Oct. 10, 2021 at 9:51am*