

McLean Youth Soccer Board Meeting Minutes

Wednesday, June 24, 2015

McLean Youth Soccer Conference Room

Board Members Present

Mariano Diaz-Bonilla

Richard Irons

Sharon King Donahue

Marc Noë

John Poncy

Matt Richardson

Kirk Robertson

Kirk von Seelen

Beth Singer

James Socas

Jamie Walton

Louise Waxler – Executive Director

MYS Staff Present

Melissa Riemer – Director of Operations

Julie Caramanica – Administrator

Kelly Key – Finance Director

I. Call to Order

The meeting of the MYS Board of Directors was called to order at 7:00 pm by Chair James Socas. Kirk Robertson was welcomed to the Board. The proposed Board calendar for the upcoming seasonal year was presented. Board Meeting dates are as follows:

Thursday, September 10, 2015 – Fall Season Preview, Committee Reports

Thursday, November 5, 2016 – Fall Review, Committee Reports

Thursday, January 14, 2016 – Winter Meeting, ½ Year Budget Review, Strategic Planning Review
(or Thursday, January 7, 2016)

Thursday, March 10, 2016 – Spring Season Preview, Committee Report

Thursday, May 12, 2016 – Spring Review, Approval of Nominations and AGM Agenda

Committee Meetings and AGM dates will be added.

II. Motion to Approve the May 2015 Meeting Minutes

A motion was made and seconded to approve the May 13, 2015 meeting minutes. The motion was approved.

III. Executive Director Updates

The Executive Director Report was sent prior to the meeting by e-mail. Louise reported that registration numbers are ahead for 2014-2015. Fall registrations for 2015-2016 are on target.

Louise reported that VYSA approved a \$1 per player fee increase for 2015-2016. The \$10 per recreation player fee is high and she will explore different options for McLean Youth Soccer for its recreational players. She was asked what benefits McLean rec players receive from VYSA. Louise noted that insurance is the major benefit.

Louise reported that Gary Evans has joined MYS as the Recreation Director.

A parent survey was distributed in June asking for feedback on coaches, fields, and general club membership as a measure of how well MYS is doing. Results are being reviewed.

Summer camps are about to begin. It was reported that registration for the Celtic Camp is low due to a conflict in dates of Regional Competition, but that it can still move forward with 50% participants. It was suggested an additional notice be sent to travel teams. Melissa reported notice will be sent to the tryout list. Louise clarified that participants can be recreational, travel or even members of other clubs. Notices should be sent to neighboring clubs.

Tryout registration for travel teams showed 1577 participants, an increase of 300 players. It was noted, though, that the increase may be due, in part, to better record keeping with the new registration system.

The Board discussed tracking players from different areas. McLean is working with the travel staff on communication and expectation in the upcoming year.

Louise reported that she is waiting on final documentation for a field permit for the Police field. It will take a month to complete the project once started. The budget for the Police field is very close to proposed amounts.

The Board affirmed support and execution of the contract. A motion was made and seconded to approve the contract. The motion was approved.

Kelly, Kirk, and Louise are working on completing a travel reimbursement policy. They hope to have it completed and in place for the next seasonal year.

A social media policy is also being created. It is planned to be completed and in place for coaches with notices to players for the upcoming seasonal year.

Louise is working on a meeting of Executive Directors in the area. Creating a counsel of players is also being considered to communicate players input to the Technical Staff. It is hoped this will result in leadership opportunities for our players.

McLean is trying to institute a recreational tournament for Memorial Day next year.

IV. Proposed 2015-2016 Budget

Kirk and Kelly presented the proposed 2015-2016 annual budget.

A separate bank account has been established for field development funds. Once the Police field development has begun, the budget is expected to have enough funds for contingencies. Recreation fees for last year were increased with an expectation of having 10% of regular revenues for fields. An amount of \$235,000 has been allocated to the field fund each year in hopes it will cover current construction and then maintenance.

The forecast of expected costs is on budget. The transition to Quickbooks that Kelly managed has helped a great deal.

The budget shows expected income and expense for the upcoming year. Board members asked what direct costs included and what was considered direct expenses. Kelly explained that direct costs are fees to leagues and contractor expense is costs for police and administrative consultants. The 2015-2016 budget was built on actual income and expenses in 2014-2015. It is proposed that a review be done by a CPA and an audit be conducted the following year. Financial aid will be discussed later in the meeting.

It has been decided to spend dollars on fields, development and maintenance. This decision has reduced the surplus in funds. The club will now need to consider how much longer MYS will invest in county fields in the future. Clubs in neighboring areas do not contribute to county costs. It was clarified that FM&R stands for maintenance and repair and FD&M stands for development and maintenance.

It was reported there is a 5% discretionary increase in compensation. Some of those funds will be used for coaches' compensation based on license level and experience. It was noted that MYS is in line with compensation of coaches in other clubs.

Financial aid to players was discussed. Fewer players have requested financial aid, but each received more. Costs of living in our area are quite high and some families are limited in what they can manage. MYS would like to segregate \$10,000 for aid beyond just registration for expenses to players such as tournament participation and travel.

New items in finances are being considered in hope for additional cost savings. It is hoped that club insurance and payroll processing expenses might have some reduction. Time keeping for hours for extra activities is being explored with further utilization of Quickbooks.

Recreational and travel fees to MYS players are comparable to surrounding clubs. In some cases MYS player fees are higher, but McLean Youth Soccer provides uniforms that those lower cost clubs do not making the fees comparable.

A motion was made and seconded to approve the proposed 2015-2016 budget. The motion was approved.

Board members thanked Kirk and Kelly for the great work they have done on the preparation of this budget

V. Executive Session

The Board went into executive session.

Prepared by
Julie Caramanica
MYS Administrator