

**McLean Youth Soccer
Board of Directors Meeting Minutes
March 27, 2017**

Members in Attendance:

James Socas
Sharon King Donohue
Rich Irons
Marc Noe
Laura Mattis
Mariano Diaz Bonilla
Kirk Robertson
Michael Kunz
Matt Richardson
Louise Waxler

Members Not in Attendance:

Bryan Judd
John Poncy

Staff Present:

Keith Tabatznik
Clyde Watson
Kelly Key
Marcia Sikes

Meeting convened at 7:08 pm.

Motion to approve Minutes of the January Board Meeting - Motion passes

Executive Director Report-Louise Waxler

Highlights of the report that were discussed:

- Game Day gave MYS 60-day notice of termination after we informed them that the maintenance for the MYS field would be transitioned to the county. A new service provider will begin maintenance on April 10 for all grass fields used seasonally by MYS. MYS will likely save money on field maintenance going forward and can add more services if/when needed.
- The National Park Service did not fully support the Langley Fork project. Matt and Louise will continue to communicate with Supervisor Foust on the status of the project.
- New Documentation and Surveys:
 - Exit interview form for players leaving the club
 - Sweeper redesign (readership at 46%)
 - AGD job descriptions redefined and clarified. AGD "Half-time" report created to inform club members and a year-end report will be published at end of spring season.
 - Will create similar reports to be published for Rec program.
 - Google Translator was added to each page of the MYS website.
 - The parent feedback survey was sent out at the end of the fall season. Response rates are generally low and this year is no exception. Another survey will be sent out year-end but before tryouts. The Board discussed potential ways to improve response rates through outreach and involving the coaches.

- The club has been offered complimentary office space in downtown McLean off Chain Bridge Road.
- Financial Aid and donations/sponsorships are up from last year
 - \$8979 (Recreation – 63 players), \$69,597 (Travel - 49 players)
 - Financial Aid Team fees awarded - \$7335.00 (20 players)
 - Donations and sponsorship revenues (thru 3-13) - \$16,543
- The MYS Tournament was successful this year with enrollment up by 18 teams and \$40,000 in revenue from last year. The Board discussed whether there was an opportunity to host a Fall tournament. There was a consensus that this was not successful when it was tried in the past but it could be revisited at some point in the future if we had a partner club will to work with us or significant sponsorship.

Director of Soccer Report-Keith Tabatznik

Highlights of report discussed:

- A coach conflict policy has been implemented which allows us to give earlier notice to team managers and families when a different coach will be running a practice or coaching a game.
- The goal keeper program is going well with staff getting to more games and practices to give feedback to coaches and keepers. This summer there will be 2 GK camps; one in McLean and one at South County. Next year there is a plan to introduce GK training sessions for travel and rec for juniors and U8-U11 to increase number of GKs in future.
- Coach development program – The technical staff has been focused on improving training and feedback to coaches. Jaime Moreno is assisting with these efforts. Staff also attended the Celtic FC Symposium and gathered useful information about best practices in youth soccer which will be integrated into the curriculum.
- A College Support Panel was held last month. The Board discussed different ideas for providing more support to players who want to play in college no matter what team they are on. Ideas include possibly hiring a part-time college support person for the club and establishing a separate tab for college support on the homepage of the website.
- AGD Reports-They did a great job of putting those together. Their job descriptions/roles have been cleaned up and clarified to empower them. Plan to have AGD meetings every 2 weeks.
- Recreation Program – It is recommended that all Rec coaches take the course to receive a US Soccer “F” license. The Board discussed whether this should be a requirement or a recommendation. The Club currently pays for Rec coaches to take the F license. Staff will draft a policy related to this for future consideration.
- South County Update – MYS has benefited from being able to use the South County fields. A GK camp will be held there this summer. Marcelo Valencia has been helping South County restructure/grow their Rec Program as well.
- International Trip Program-Two teams leave April 8 for Italy and two more travel this summer to Europe. Keith has met with 3 more European clubs and their Directors of Coaching. There is potential for more open doors for players and coaches to travel going forward.
- Tryouts-The goal is to make all players feel like the process has been handled professionally and fairly. The birth year change is behind us and we need to focus on policies, transparency and communications going forward. AGDs need to help in consistency of how tryouts are run for all age groups.

A discussion followed about application of the Conflict Policy for the coaches Clyde Watson stated that 90% of the coaches don't have conflicts and the 10% who do usually know up front

so they can ask for help and that when seeking help it needs to be approved. AGD's can help in this area. Full-disclosure is needed in all aspects.

Nominations Process-Sharon King Donohue

- Ms. King Donohue reviewed the nominating process. The public notice soliciting interest will be sent out in April. The Nominating Committee will screen interested candidates and submit a slate to the Board at the May meeting. The membership will vote on the slate in June. A committee will be convened and existing members should think about who they know as potential nominees.
- A goal is to continue to focus on having more diversity on the Board and interest in the Rec Program.
- The Board discussed the number of open seats and the Bylaw requirements which state that the Board can have a maximum of 11 members but no fewer than 9 directors. It was noted that some boards keep 1 or 2 spots open to allow for flexibility of electing new members depending on organizational needed.

Finance Report-Kelly Key

Budget Proposal Highlights-

- Kelly Key reviewed the preliminary budget assumptions.
- Forecasts-fees/programs are flat or a little down from last year. Rec program numbers are down 10% this year. Hope is that birth year change was the cause and that numbers will stabilize going forward.
- Tournament revenue is up but training programs down.
- Compensation-small increase for salaried employees.
- Field Development is building a surplus; Ms. Key is leery of making a separate restricted account with funds not being accessible if needed. Looking ahead 2 years to possible re-turfing of SH 2 and 3 as turf has 10-year life span but so far these fields are holding up well. For returning, MYS pays \$100K and the county pays the balance. Langley Fork is an unknown variable so MYS also needs to continue to build this account.
- Financial Aid increased as we broadened the range of who we assist.
- Contractor bucket-accounting, HR and referee costs. Forecast might be a bit low. Also, considering new payroll system as existing one has no email incorporation tool and no access to state tax forms. There are more deficiencies so maybe spend \$2,800 more for a better system?
- Legal costs should go down.
- Healthcare reimbursement \$400/month for the four full-time employees.
- \$10K for new licensing/reimbursements
- Field maintenance-we will pay less now that contract with Game Day dissolved and county taking over.

Motion to approve budget. Motion seconded and motion approved.

Review of Strategic Plan-Marc Noe

Marc Noe is in the process of pulling all the information together that was submitted by the Committee chairs. We will review this at the next meeting.

Next Board Meeting is scheduled for May 22nd at Pulcinella's Restaurant.

Meeting adjourned at 9:09pm.