

Rose City Soccer Club
Board Meeting 3/28/10

In attendance: Rob Gabris, Erik Surbrook, Carrie Crandall, Karin Steuer, Jeff Fetters, Cindy Noordijk, Robin Peterson

I. Registrar's Update

- A. Erik passed out a handout from The PYSA'S Registrar's Manual which discussed our role as a board. In general, the memo covered the Boards:
- i. roles & responsibility
 - ii. duty of care
 - iii. loyalty to the corporation
 - iv. duty of obedience
 - v. Additional requirements, which include:
 - a) by-laws
 - b) articles of incorporation (*Robin will track these down and bring to the next meeting*)
 - c) minutes
 - d) annual budget that authorizes people to spend money
 - e) corporate annual report
 - f) 2 filings with accountant (IRS Form 990 and Oregon CT-12)
- B. Registrar Meeting – Erik reported on fall registration changes and requirements.
- i. There are no player cards for fall. The league is now using Bonzi software which eliminates this need. Instead, coaches will have to print out a roster for each game.
 - a) Player cards are still needed for spring soccer.
 - ii. PYSA now requires birth certificates or other legal documentation be kept on file for age verification.
 - a) Erik suggested and the board agreed that *we add a line to our registration form that certifies the birthdate of the player.*
 - iii. PYSA requires a written team formation policy – Clubs must attempt to be fair about how they assign kids to teams.
 - a) *Erik will draft our policy and bring it to the next meeting.*
 - iv. PYSA fees are not changing this year.
 - v. PYSA requests that we submit our team number forecast by July. Final numbers are due in September. First payment is due in July with the balance due in September.
 - vi. Rigler field is currently listed now as an Alameda field. Jean, the PYSA rep., said it is our field if we need it this fall.
 - a) The board discussed the the need for a Field Coordinator.
 - b) Jeff suggested doubling up on field's for practice to keep fees down. Try to keep the ages together so that they can scrimmage if they want.
- B. Spring Registration Update
- i. 12 teams are signed up.
 - ii. There are 17 new players and 1 new coach.
 - iii. Everyone but 4 players have paid. The board agreed that players will not be allowed to play or receive uniforms until payment is made. *Erik will contact the coaches to let them know about this policy.*
 - iv. Erik recommended that uniforms purchases need to be tracked separately during registration and that we need to take this into consideration for fall registration.

II. Treasurer's Update - Karin

A. New Albina account

- i. *Karen & Robin will have the bank account open by April 15th*

B. Budget

- i. Erik handed out a first draft of the 2009/2010 budget.
 - a) It is hard to estimate some of the line items because we don't have a good breakdown of the numbers from previous years.
 - b) There is a variance remaining – which is anything left to spend before April.
 - c) The Board decided that we don't need to buy Quickbooks this year.
 - d) *A sub-committee of Erik, Rob & Karin will meet April 13th to prepare a 2010-2011 budget.*
 - *Carrie will send uniform numbers to the sub-committee before the meeting.*
 - e) The 2010-2011 budget will be distributed for Board review and approval before April 30th.
 - f) Scholarships – the Board discussed our policy going forward.
 - Players that can provide proof of free lunch (full discount) or reduced lunch (half discount) can receive a scholarship. Full scholarships are available and will be decided on a case by case basis.
 - We will ask players to pay for uniforms. If they can't we will make exceptions but will ask for the uniforms back at the end of the season.
 - We would like to have a uniform exchange in the fall.
- ii. 2008 Tax Filing
 - a) Karin continues to work with the CPA to get this completed. *She will write a letter to IRS explaining the Clubs situation and asking for any fees to be forgiven.* The CPA believes that we will not be held liable for any fees and that we do not need to budget for this expense. If there are fees we will revise the budget.

iii. Indoor soccer

- a) Jeff Fetters believes that parents are going to pay the remainder owed to the club. *He will check with Anne to see where we are on this.*

III. Volunteers

- i. Todd Wheeler has expressed an interest in developing relationships with other schools and player recruitment.
 - a) He would like to help translate flyers that go out to the schools.
 - b) Wants to go to schools and promote the club.
 - c) *Erik invite him to the next Board meeting, ask him to bring an example of a flyer.*
- ii. Troy Lowder would also like to help. *Carrie will contact him to see what he wants to do.* Maybe field coordinator, maybe uniform coordinator, or both.
- iii. *Cindy is going to develop a coaches checklist and will bring it by the next meeting.*

IV. Soccer Camp

- i. Jeff Fetter provided an update from Anne Fetters.
 - a) Anne wants to expand the camp outside of our own membership. Target is 100 kids up from 50-60 last year.
 - b) *Rob will ask PYSA if they will list the camp on their website.*
 - c) *Anne wants to advertise in local neighborhood newsletters and will find out more information about the costs and possibility of doing this.*
 - d) She would like to put camp information on the registration flyer and on the website

- e) Would like registration for the camp to be available through Bonzi.
 - Erik didn't see a problem with this. There will be a \$2.50 fee per kid.
 - f) She would like to collect \$2000 in sponsorship money. All of this money will go directly to the Madison program.
 - *Sandra might be able to help with corporate sponsorships.*
 - g) Camp costs will be \$50 for the week and a family discount will be available.
 - h) Would like to offer discount if player registers for the camp during fall registration.
 - i) Kurt Krohn is interested in offering a coaches clinic and a keeper's clinic during the camp.
 - j) Considering offering special pull-out training to any team that registers a majority of it's players.
 - k) There are no expenses other than t-shirts, snacks, water and some other miscellaneous expenses.
- ii. *Next steps -*
- a) *Anne will confirm dates with Kurt*
 - b) *Anne will check into prices for advertising*

V. Fall Registration

- A. We will talk about the timeline and how we want to promote fall registration at our next meeting.

VI. Next Meetings

- A. Next meeting is April 18th, 7pm at Brickhouse Pizza.
- B. No meeting is May or June (tentative)