

RCSC Board Meeting Minutes
4/18/10

In attendance – Anne Fetters, Jeff Fetters, Troy Lowder, Karin Steuer, Erik Surbrook, Robin Peterson, Rob Gabris, Todd Wheeler

- I. Follow up from previous meeting
 - A. articles of incorporation – Robin will follow up with State. Board approved paying the fee if needed.
 - B. Team formation policy – Erik passed our a copy of the Team Formation Policy. See handout for details. The following changes or additions were suggested:
 - i. Jeff suggested bumping the cap for the older kids teams. PYSA max is 18 but the decision is up to coaches. Rob will talk to Jean at PYSA about playing older teams back to back so they can swap players.
 - ii. Club has the right to change teams under special circumstances.
 - iii. Jeff suggested adding a line to the registration form stating that the by-laws and guidelines are available on the website.
 - a) Erik will publish the policy on-line.
 - C. Financial assistance and refunds. Erik asked for clarification regarding scholarships & refunds. The board agreed on the following:
 - a) Kid receiving free lunch can receive a full scholarship, those receiving reduced lunch can request 50% off.
 - b) Erik will list on the website that families must contact the treasurer if they are interested in a scholarship.
 - c) The board will keep track of how many scholarships are granted.
 - d) We will not offer discounts for uniforms. However, if a family has extenuating circumstances the Club will loan them a uniform for the season.
 - e) Refunds - Refunds are available prior to the first game. All refunds will include a \$5 handling fee.
 - f) Returned checks – a fee will be charged for returned checks.
 - g) Uniforms – players are responsible for replacing lost or destroyed uniforms.
 - D. Bank account update – Robin will set up the new account at Albina Bank this week. Karin will be added as a signer later.
 - E. Budget subcommittee – Erik emailed the proposed budget to the Board. The goal of the budget is to cover costs. Last year the Club's costs exceeded revenues so this years budget need to either raise fees or reduce costs. Several suggestions were made:
 - i. Additional fundraisers – Karin was going to check with a company she works with through Little League about low cost fundraisers.
 - ii. Addi a tournament to the season. Possibly using the Little League snack shack to increase revenue.
 - iii. Increasing registration fees. The Club's cost per player to PYSA is \$50.
 - a) The Board agreed to raise fees and other requirements:
 - \$50 for kick and chase
 - \$70 for all other levels
 - \$20 late fee `
 - Multi player discount – full price for 1st two players in family, \$35 off any additional players in family.
 - There is \$4000 available for scholarships in the proposed budget. The Board

- agreed to keep that amount and reexamine if more scholarships are needed.
- b) Erik will send out an updated budget by April 30th.
- F. 2008 tax filing update – Karin met with the accountant. She submitted a letter to accountant asking to absolved of our fines. She will follow up with accountant in the next month. The Board needs to be diligent about filing our taxes in a timely manner going forward.
- G. Indoor soccer – Anne explained that she never received the sponsorship money she was verbally guaranteed. She is is still working with the company to see if she can get the \$500 owed to the Club.
- a) If nothing else, Anne will try to cover the sponsorship money from additional sponsorships she hopes to get for the summer camp.
- b) Anne talked about making a plea to coaches and other volunteers to talk to their companies about matching grants for volunteer services. Community marketing stuff. Karin will talk to Legacy about sponsorship.
- H. Troy Lowder talked about what he would like to do to help the Club.
- a) He is willing to work on creating additional fundraising opportunities for the club. Would like to involve the kids in this as well.
- b) He will work with Anne for get sponsorships for the summer camp.
- c) He will also help with uniform sales.
- The Club will offer 3 separate uniform pick up dates. Troy will work with any families that can't make it to those dates
- d) He will work with Anne on the Field coordinator job in July/August.
- I. Coaches checklist – Cindy
- a) Cindy sent a copy of her check list for new coaches. See handout for more information. The Board also discussed:
- Registering on-line will start the background check.
 - Adding something to the website seeking coaches.
 - Registration forms should also ask for coaches
 - Cindy should follow up with anyone who expresses an interest in coaching.
- II. Fall Registration – group discussion
- A. Opens May 1st.
- B. The Club should offer walk-in registration.
- C. Walk-in registration is typically held at RWH. The Board talked about also offering walk-in registration at Jason Lee, Harvey Scott and Rigler schools.
- D. Possibly have a presence and sign-up opportunity at RWH's Family Fun and Fitness Night.
- E. Todd's Wheeler presented his thoughts about reaching out to schools other than RWH.
- a) Todd passed out a handout with a break out of what schools the kids in the club attend.
- b) He would like to talk to the PE teachers at the 4 schools that the club pulls from.
- c) He suggested the Club offer scholarships to kids in these schools.
- The proposed 2010-2011 budget has \$4000 budgeted for scholarships.
- d) Todd and Anne will work on developing a flyer to pass out in these schools.
- e) Todd suggested putting something on the registration form asking for donations. Over 50% of families in our capture area receive free or reduced lunch.
- f) Todd passes out a handout with different fundraising ideas.
- F. Booths at school events
- G. Stand at the Hollywood farmers market
- i. The club has a large banner we can use at these venues.
- III. Club Banner – There is a \$100 fee per year to hang the Club banner in the little league field at

RWH. The Board agreed to pay the fee. Anne will look into getting a discount.

IV. Website changes – Erik told the Board about changes.

A. The Club website is now completely on Bonzi.

B. PYSA has also upgraded to Bonzi.

II. Soccer camp – Anne gave a brief update and will also send out an email to Board with more information.

A. Camp will cost \$50

B. Will be held August 16th – 19th, 5:30 – 8:30 at Glenhaven park.

C. Hopes to find multiple sponsors. Company names will be printed on back of t-shirts.

D. Anne is working on a letter to solicit sponsorships.

E. Anne will act as Registrar for the soccer camp. She will make scholarship and family discount decisions. The Club will accept cash or checks as payment.

F. Anne will talk to Sandra about getting t-shirt discounts.

G. Anne wants to advertise in the neighborhood newsletters and The Hollywood Star.

There was no discussion about future meetings.