

## Dexter Soccer Club Board of Directors Meeting

**Date:** September 19, 2011

**Location:** Dexter District Library, 3255 Alpine St., Dexter, MI 48130

**In Attendance:**

- |                                      |  |
|--------------------------------------|--|
| ✓ Nick Janosi, President             | ✓ Tom Feight, Marketing  |
| ✓ Chuck McGonigle, Vice President    | ✓ Katherine Gaetino, Special Events  |
| ✓ Brooke Bonilla, Secretary          | ✓ Jim Graham, Fields   |
| ✓ Jenny Tu, Development              | ✓ Carla Rogge, Financial Administrator   |
| ✓ Vern Powell, Treasurer (outgoing)  | ✓ Hope McGonigle, Guest Member   |
| ✓ Steve Panoff, Treasurer (incoming) | ✓ Jim Zeitutian, Guest Member  |
| ✓ Chris Poterala, Registrar          | ✓ Administrative Assistant Candidates: Kimberly Durliat, Sara Even, Brian Harreld, Jenny Tu, Kim Wheeler |

**Call to Order:** 6:30 pm

I. Old Business

- Election of DSC Vice President to replace Doug Daugherty
  - Chuck McGonigle nominated at 8/15/11 Board Meeting
  - **Vote** to elect Chuck McGonigle as DSC Vice President (done online prior to meeting)
    - **Passed:** 6 yes, 0 no, 2 no response
  - Hope McGonigle to assist with the position without a vote
- Nick King Golf Outing sponsorship
  - Nick Janosi proposed that the DSC sponsor a hole (\$100) at the Nick King Memorial Golf Outing on Sept. 10<sup>th</sup> at Reddeman Farms
  - The money raised will be used to construct a pavilion at the DHS soccer field in honor of former student Nick King who passed away in 2010.
  - **Vote** to sponsor (done online prior to meeting)
    - **Passed,** 7 yes, 0 no, 2 no response
- Referee class reimbursement/bonus
  - Rates for entry level ref classes went up from \$55 to \$60
  - After a Dexter ref completes 10 games and fills out paperwork for each game, they get their class fee reimbursed
  - **Vote** to increase reimbursement from \$55 to \$60
    - **Passed:** 8 yes, 0 no
- Coaching license course reimbursement
  - Reimburse DSC coaches who have successfully completed D & E level coaching courses with half of the cost up front, other half at the end of the season if weekly objectives (MBOs) are adequately performed as determined by DOC(s)
    - To apply to courses taken from Summer 2011 forward
    - Reimburse up to \$150 for D license course and up to \$200 for E license course
  - **Vote** to reimburse coaching license courses as outlined above
    - **Passed:** 8 yes, 0 no
- Host housing payments

- Motion for DSC to pay host families for Tom, Johnathon, and Ashley \$200/month for the duration of their occupancy or supplement coaches' own housing costs in the same amount
  - Beginning July 2011 for Tom and Johnathon
  - Beginning June 2011 for Ashley
- **Vote** to pay host families \$200 per month as outlined above
  - **Passed:** 6 yes, 0 no, 2 abstained (as beneficiaries)
- Mandatory tournament payment of coaches
  - Each coach at a mandatory tournament to receive \$25 per day for food/expenses (up to 2 days)
  - Gas mileage to be reimbursed at the IRS rate (currently 55.5 cents per mile) for any miles over 60 per direction
  - Hotel rooms to be covered directly by the Club at mandatory tournaments beyond 60 miles from Dexter
    - Occupancy and number of nights per room to be determined on a case by case basis
  - Costs to be covered beginning July 2011
  - **Vote** to cover mandatory tournament expenses as described above
    - **Passed:** 8 yes, 0 no
- Optional tournaments
  - Each team is responsible for registering and paying tournament fees, paying coaches and providing lodging for them for tournaments that are not part of the team's mandatory package.
    - DSC will not be involved in these financial transactions
    - The club recommends \$75 for a full day of coaching fees
      - This number should be prorated if a coach can't make all the games, games are 1 off friendlies, or the time commitment is minimal
      - Managers should calculate all of these expenses and divide by the number of players playing for player fees (\$50 may not be enough)
    - If the coach of the team cannot make the tournament, the DOC should be involved to assign a different DSC coach whenever possible
      - If not sanctioned by the club, insurance and liability might be an issue
      - Club to create a "tournament request" document that includes liability disclaimers in case they do register as a DSC team without a DSC coach that ALL teams fill out for ALL non-mandatory tournaments
        - Would go to DOC(s) for approval and, if necessary, coach assignment
  - Enforcement of guest player/extra tournament fee
    - If players are participating in mandatory tournament(s) with team(s) other than their primary team the cost is \$50 per player across the board
      - May not be enough beyond this season with coaches payment for tournaments going up and including more expenses
        - Will revisit at the end of the season to assess
- Release of Liability form
  - Attorney suggests that the DSC needs revise our Release of Liability form immediately
    - Provided a proposed draft
    - Court ruling that parents cannot release liability on behalf of their child(ren) because 1) we cannot make contracts for other people, and 2) even if we could, we can't make a contract for a person who is legally unable to contract, and kids under 18 are legally unable to contract
    - Keep in mind that when a child turns 18, he/she will need to sign his/her own version

- Attorney suggests getting new one signed by all club members ASAP
    - Pass on to managers to collect from each team sometime in the next two weeks
  - **Vote** to implement new Release of Liability Form as provided by attorney effective immediately
    - **Passed:** 8 yes, 0 no
  - Does the club have Directors and Officers Liability (D & O) insurance (Per Chuck)?
    - Not at this time (per Vern)
    - Chuck to look into and pass information on to Vern
  - DSC Fan Apparel
    - Promote online (marketing director?)
    - Brooke to bring and sell apparel at Dexter Soccer night (October 13 at DHS) and other special events
    - Is there a way to have managers help to promote fan apparel and accessories to individual teams?
    - Club to buy member's car decal overstock (use as handout at Dexter soccer night?) to avoid conflict with sponsor's sales
      - **Vote** to purchase member's unsold car decals at \$3 each (~75 decals remaining x \$3 = \$225)
        - **Passed:** 8 yes, 0 no
      - Tom Feight to follow up with member on exact figure
- II. Open board positions
- Treasurer
    - Vern nominated Steve Panoff for Treasurer
    - **Vote** to elect Steve Panoff DSC Treasurer
      - **Passed:** 9 yes, 0 no (Katherine arrived)
- III. Board Member Reports
- Vice President's Report (Chuck McGonigle)
    - Attended WSSL meeting last week, new rules
      - Goal kick: U10 teams will start off with a goal kick
      - Passcarding
        - Lots of confusion among attendees over passcarding rules
          - Main concern was that what was published about passcarding no more than twice in one week, was not discussed or voted on at the meeting
        - Primary concern of members was "cheating" would occur by stacking teams (especially at the end of the season) with passcarded players
          - Was decided that a player could only passcard 2 divisions down (i.e., D1 to D3)
        - WSSL recreational players can passcard onto a WSSL select team
      - New MSYSA poaching guidelines which include managers and players in addition to coaches, board, employees, etc.
        - Managers and coaches should be encouraged to only *respond* to players and parents' requests and to avoid any type of recruiting
        - Not clear when any of this becomes enforceable
        - DOC and Chuck to put together a constant contact regarding new poaching guidelines and rules
  - Treasurer's Report (Vern Powell)
    - Draft financial report provided
      - To e-mail final draft in the next few days; will vote on it then

- Last constant contact sent out got most people up to date on payments
  - Jim Z. question: what's the process for managers to get payments (especially confusing with multiple kids/teams on one check) to treasurer?
    - Can use the P.O. Box as a drop box if necessary
- Registrar Report (Chris Poterala)
  - Need to start registration process earlier in the summer; underestimated the time required to get through everything ahead of the start of the season
  - Confusion about kids on multiple teams, especially regarding kids dual rostering between WSSL and Premier teams and kids who will passcard often from one WSSL team to another
    - Remind coaches/managers of roster minimums
  - Will be pushing some tasks of the registrar to the managers in the future
    - Managers to do most of the document/paperwork collecting after the registration open house
      - Gather complete sets of paperwork for ALL players (no "only new players" listed on rosters generated at registration)
  - Putting together online file sharing of photos/rosters/passcards for all teams
    - Rather than chase down a manager for a passcard, print out your own copy
  - Send a note to managers about what the registrar can and cannot do in GotSoccer
    - Example: Only WSSL can generate new, official passcards
- Fields Report (Jim Graham)
  - Corner flags on order via Miguel
  - Port-a-potty in at Webster now
- Development Report (Jenny Tu)
  - Adam's petition update
    - Received 2 of 3 letters back so far (none from Bryan Thorpe yet); Jenny/Brooke/DOC to pick up letters from Bryan and Droo
      - To attorneys next to approve and prepare the rest of the documents
    - H2B audit is still in process and are asking for more information;
      - Need to determine whether we can handle the request ourselves or if we need attorney (thus extra funds) to do it.
  - All payments for optional programs (esp. tournaments) need to be collected before the season—too hard to track after the fact
  - Missing some funds for summer programs, but many have been logged and not entered yet
  - Can we have a drop box in addition to P.O. Box (or use the P.O. Box as a drop box)?
- Special Events Report (Katherine Gaetino)
  - Dexter Soccer Night, Thursday, October 13
    - Waiting to find out about doing a bake sale again
  - Ball boys/girls: not many have signed up to do it
  - Started volunteer list; will put in google doc to send out to board
    - Give members an idea of how they can get involved/volunteer on website, etc.
  - Summer program money still needs collecting
  - Still on Blue Sombrero as contact person, would like to be taken off and put on whoever is officially in charge of it at some point to eliminate confusion
- Marketing Report (Tom Feight)
  - Quick look at new team pages, calendars, and website
  - Shared document with team naming system and site addresses
    - Can overlay calendars this way and know which is which

- 30 calendars and 30 websites designed around new naming system
- Training class for managers on Tuesday, 9/20 about team sites and calendars
- Ashley volunteered to help managers with this if needed
- We won't retain admin authority for team sites (unfortunately) once each password is changed
  - Suggest leaving it the same then?
- Director of Coaching Report
  - Coaches manual completed
    - New coaches technical program, game reports, expense reports, session plans
    - Provides a way to review what each coach is doing and how
  - Management by Objectives (MBOs; task list with deadlines) tracking for each coach
    - Will provide summary of MBOs at board meetings in the future
  - Evaluations of coaches underway
  - Coaches meetings every two weeks unless more necessary -- weekly not generally necessary as things are more organized this year and there are lots resources online
  - Tournaments now finished, brackets have generally been good for DSC teams
  - Dynamo going well (training and tournaments)
    - Looking to add a la carte stuff for the group
  - Goalkeeper training has started and is getting Ash more involved
  - DSC is NOT joining the alliance (per rumors)
  - Coaches have begun using iSoccer program
    - \$200 would allow all club coaches to have their own accounts and track player progress club-wide
    - **Vote** to approve \$200 for iSoccer account for the year
      - **Passed:** 9 yes, 0 no

#### IV. Admin candidate interviews

- Board discussion

#### **Next meeting:**

**Monday, October 17, 2011, 6:30 PM**

Meeting adjourned at 8:55 PM

*Post Board Meeting, a follow-up meeting to continue Administrative position discussion and voting was scheduled for Wednesday, September 21 at 7:00 PM at Colorbok in Ann Arbor.*

*Minutes from second meeting to follow.*