

## February 27, 2018 CSC Board Meeting

### Meeting Participants:

Jeff Capellini	Andy Ganas
Alan Moy	Dan Bales
Kendal Barlow	Carlos Barona
Cindy Grotz	Janet Regan

### Meeting Minutes:

#### 1) Treasurer/Bookkeeper Report

- a. It was noted that we have not been successful in our “extra” events like the Scrimmage fest and camps. We are running too high based on overhead and we need to start the budget process in March.
  - i. We need to have cash available at the end of June to pay referees and fees.
  - ii. We should consider restructuring the travel payments so that they end in November. Having payments go through February is not working because we need to field teams for Icebreakers and the St. Patrick’s Day tournaments and we can’t allow players who have open accounts. Travel acceptances and down payments are made at the end of May so we should structure six payments from June through November.
  - iii. Dan suggested that as far as secondary programs, we should consider summer camps for travel soccer players. Potential options include striker and finishing camps. By request, we could include skilled Rec players in these camps as well, as an introduction to travel soccer.
    1. Dan was directed to choose some potential dates for travel camps and bring those to the board.
  - iv. Jeff suggested that we consider some free pre-season camps for Rec players, like the mini skills camps that Carlos does for the Academy.
  - v. Next spring we can have a camp to get players ready for JV/Varsity tryouts at the high school. Our community seems to want this type of training.
- b. We are currently collecting Travel and Academy payments. Any players who are not attempting to get their accounts up-to-date will lose their cards on March 1<sup>st</sup> and not be able to play in upcoming tournaments.
  - i. Those on travel scholarships will need signatures on hours worked.
- c. Tax situation update – Andy and Janet have established a good rapport with our IRS rep, named Cara. They have told her the payments our club can afford and were advised to stay on top of current payments. The hope is to have penalties removed and to catch up with back taxes as quickly as possible.

#### 2) Office Manager Report

- a. Chamber of Commerce meeting report:
  - i. We could join the Chamber as a Business Partner for \$495 and this would give us a free booth at Culpeper Fest plus a free booth at the teacher fair (BPIE Day) as well as our name on the Chamber banner and some other

benefits. The Board agreed that this would make sense for us since we pay \$250 for CulpeperFest alone.

**1. Action Item: Cindy will talk to Lorraine about establishing our Club as a business partner of the Chamber.**

- ii. Lorraine agreed to do a free email blast for us to invite Chamber members to come set up at our fields for free advertising. Our goal is for businesses to see how many families we have and be motivated to sign on as sponsors.

**1. Action Item: Cindy will create a flyer and send it to Lorraine for distribution.**

- b. While hanging signs at Doctor's offices, Cindy met Landon Rasnick of Cintas who asked about whether we do T-shirts. Cintas would be willing to do 800 shirts for our Classic with one color ink for \$4.00 each if they could put their logo on the back.
  - i. Jeff commented that this is the same price we were paying for shirts last year with two color ink AND we may not need 800 shirts for the Classic.
  - ii. **Action item: Cindy will contact Landon when we have a better idea of our numbers and ask whether Cintas can still meet the \$4.00 price and provide two colors of ink.**
- c. Cindy reported on other tasks performed this month, including: weekly newsletters; inventory of the shed and uniform order plans; on-site registration at Dick's and upcoming discount day; field reservations; banner reservation for Main Street; registrations; cancellation of scrimmage fest and Futsal Clinic; attendance at Board of Supervisors meeting; plans for picture day; Culpeper Star Exponent ads and article; and other tasks.
  - i. **Action Item: Cindy to contact Pat Hawkins at Culpeper Power and Light and check the state of our banner and see whether repairs and/or website updates are needed.**

3) Travel Updates

- a. Dan reported that Winter Little Comets is wrapping up and went very well.
- b. Travel teams need more space for winter practice. It would be great if we had an agreement with Epiphany Catholic School for next year as it would be a better format and would allow teams to play outside when weather permits.
- c. Some travel coaches are not up-to-date with their children's travel fees. It was agreed that when we process their winter paychecks, we should put the invoices in the same envelope.
- d. Dan spoke with Bill Harte who is the Nike rep for NoVA clubs. He may be able to provide us with more "bang for our buck" so we should look at a potential move for the 2019 travel uniforms. We will stay with soccer.com for this upcoming season.
- e. On Monday, March 5, Dan will attend VYSA training for Technical Directors at Mary Washington College.
- f. On March 10 there will be a referees meeting at the complex.
- g. On March 16, we should get scholarship parents out to prepare fields for the season.
- h. There are 3-4 new players to add to the roster from the winter tryouts. Their fees will be prorated by 50% minus the cost of winter soccer.

- i. Updated CCL II Application has been submitted - CCL Match Day was requested for 3/24 or 3/25. We will host Fauquier from 11 am to 4:30 pm.
  - j. We need to provide detailed instructions to coaches and they need to follow the rules and get things in on time.
    - i. We need to make it clear that the Academy will be on the lower fields.
    - ii. All travel coaches have provided their practice schedules and most are requesting Monday/Wednesday.
  - k. Matt Lacey is coming on March 19 to do Coach Education.
  - l. U8 is registered for the Vienna tournament. Other teams are doing the Cannon Cup.
- 4) Academy Updates
- a. Fundraisers are going well. The Buffalo Wild Wings event last Saturday night was very successful, with cash donations in addition to the funds we will receive directly from BWW.
  - b. It would be nice to have the Academy involved with Travel at the end of the season. Carlos has rented the Roller Skating Rink for an end-of-season party for the Academy. He would like to have trophies for the MVP and Coaches Award on each team and medals for all participants as well as certificates for U10 players graduating from the academy.
  - c. The Mini Skills camp is coming up next week so we will start pushing the advertising.
  - d. A new location is needed for winter Academy practices as the Rec Club is too small and we make too much noise for the dance classes below, plus, we have to go through those classes to use the rest rooms.
- 5) Recreation Update
- a. It was suggested that we start sending out emails in Spanish as well as English.
  - b. We need to get volunteer coaches for Little Comets. We barely break even on this program with the cost of shirts and balls and would prefer not to pay coaches.
  - c. Kendal will hold a meeting for new referees on Saturday, March 10 to introduce herself and her expectations and offer orientation.
    - i. She will be assessing referees this season and Ryan McAninch has offered to help mentor refs.
    - ii. Kendal suggested that we keep stopwatches on hand because referees often forget to bring one and should not be timing games on their phones.
  - d. Volunteers should set up the fields on Friday nights. The tent can be put up on Saturday mornings. We still need to find someone to paint the fields.
  - e. We need to teach and enforce rules at the U6 level to set a good foundation for players and parents.
  - f. By the March Board meeting, we need a plan in place for Rec season kick-off.
  - g. The coaches meeting will be March 16, to distribute rosters and equipment. Kendal is telling coaches she is here to support them and be a resource.
  - h. Once registration closes and teams are formed, Kendal will send an email blast with key dates for all players, to include game dates, picture day, the classic, etc.
  - i. Kendal is handling Facebook Messenger.

6) Miscellaneous Issues

- a. Jeff and Dan will attend the Board of Supervisors meeting next Tuesday to support the discussion of whether we will be charged to use fields for travel soccer.
- b. Epiphany Catholic School has offered us use of their fields for a good price. There are approximately 2 U12 fields and one full size and they are in good shape. We could move all our equipment and gear from Emerald Hill which is not in good shape. Epiphany will handle all mowing and maintenance as part of the agreement.
  - i. **Action Item: Jeff and Dan to go back to Epiphany and see whether we can get gym space there in the winter, as well. We would like to have 3 days/week, 2 hours/day for at least 8 weeks.**