



Brockport Soccer Club

Board Meeting Minutes: 11/16/2020

Attendees:

President: Patrick Saeva

Vice President: Shane Camman

Treasurer: John Cooling

Secretary: Jamie Beers

Registrar: Abby Bristol

Webmaster: Chris Szabo

Special Counsel: Bryan Moulton

Director of Teams: Robert Hammer

Director of Facilities: Matthew Jarman

Director of Communications: Amanda Nau

Assistant Treasurer: Chris VanDeMark (*ex-officio*)

Absent: **Tournament Director:** Tracy Brugger

Meeting called to order by President at 7:03 pm

Approval of 10/19/2020 Board Meeting minutes

Motion (Chris Szabo)/Second (Abby Bristol)/All in favor

1. Old Business

a) **Webmaster and Director of Communications positions**

*Brian's position into two new positions. Amanda Nau, Director of Communications and Chris Szabo, Webmaster. Communicate new board members to the club and start onboarding process.

b) **Budget Review**

*Reached out to all remaining unpaid players and have secured the majority of payments.

*Updated budget with TSE director and technical director costs.

*Expect to make up any deficit with a successful tournament.

c) **Indoor practice updates**

*Salmon Creek – everything is going well with the exception of a power outage on 11/15 during two practice sessions. Working to receive a credit towards our next bill from SC to cover that lost time.

*TSE – practices started last week and everything seems to be going well.

Patrick to share any parent concerns/player issues/potential scheduling needs with Matt for resolving. Matt to work with Amanda on a communication to the club addressing any concerns/issues and reminder to fill out waivers for facilities.

d) **Equipment needs/coach requests**

*Cones are inexpensive and will be purchased along with corner flags.

*Need to research pinnies before purchasing. Will hold off on purchasing

coaches bags.

e) **Coach Credit Policy** (Bob, John, Chris)

*Propose to refund coaches at the end of each year, regardless of whether or not they plan to return. Establish tournament as the official end of the season and issue refund checks the Monday prior to the tournament.

*In regard to a coach who doesn't have a child playing, it is proposed that we should not give them any funds for coaching. We can honor these coaches in another way.

Bob/John/Chris to provide proposed language for coach credit policy and board will vote.

2. New Business

a) **COVID-19 Contingency**

*Need a contingency plan in the event that there is another shutdown.

*Many of our contracts (TSE, Salmon Creek, Technical Director) are written to protect us financially in the event of a shutdown.

*Uniforms: hold off on purchasing uniforms until closer to the start of the season.

*Refunds: to be prorated based on duration of shutdown

*Consider offering online practice videos/outdoor clinics/camps

Craft and communicate a contingency plan to club members and include information about how we will calculate any refunds should we get to that point. (Amanda, Bryan, Pat and Shane)

b) **Team in Formation (TIF) Planning**

*Propose to lower TIF number by one for this year only due to the pandemic. This will bring two of our teams to full formation and three other teams closer to being formed.

*Parents should be aware of this potential change

*From a financial standpoint, we should take into consideration the fines we may incur in the event that we do not have enough players at games and need to forfeit.

Bob to draft a letter to the coaches and parents of teams in formation to communicate a possible TIF-relief plan that the board will vote on in December. These teams can play indoor and by January 15, must have a full roster in order to continue.

Possibly recruit new players for specific teams who need more players:
Scholarships available – don't let finances hold you back from playing.

Motion to reduce TIF number by one for this year only and recruit actively to get teams up to a full roster: 8 yes/1 no/1 abstained

Bob and Abby to work on communication with Amanda

c) Uniforms/Coaches gear

*Uniforms: we will delay ordering uniforms as a part of the COVID contingency plan. Sizing kits have been ordered and sizing will be done at Salmon Creek. Parents will not have input in sizing. Disinfect uniforms with Lysol in between practice sessions.

*Coaches' gear: first year coaches get a jacket and a polo shirt. Every year after, you get an option for an additional gear item if you'd like.

*Board gear: stadium jackets available for board members – let Pat know if you'd like one, along with your size.

3. Committee Reports

- a) Fundraising Policy
- b) Budget Committee
- c) Fall League Committee

4. Director Reports

- a) President – Hand sanitizer vendor is making a donation to the club of additional masks and hand sanitizer. Also, with donations we received last year we need to provide receipts.
Jamie to write acknowledgment letter to be sent to donors. Chris V. to provide receipt sample and Bryan to provide list of donors.
- b) Vice President – If Salmon Creek falls into the yellow zone, will notify everyone – wouldn't be a major change – kids would have to wear masks.
- c) Secretary – Important deadlines/to do lists for year
- d) Treasurer – continuing progress with all treasure-related responsibilities
- e) Teams
- f) Registrar
- g) Facilities – weekly reports for attendance tracking at Salmon Creek going well so far.
- h) Soccer Festival
- i) Website (Bryan) – created an assistant treasurer email account for Chris V.
- j) Communications – will work to outline specific club responsibilities and will reach out to Lancers for pro bono goalie work
- k) Website (Chris) – will reach out to Bryan to work on transition

5. Election

Succession planning, accountability and communication

2018 Election – President, Teams, Secretary

2019 Election – Treasurer, Registrar, Tournament

2020 Election – Vice-President, Web and Communication, Facilities

Executive (none)/

Adjournment

Motion to adjourn Shane/Second Matt at 9:28 pm

Next meeting: 12/14/2020 at 7 pm

FUTURE PLANNING:

- Parking lot
- Soccer Wall
- Social Media Help
- Communications Committee