



## **Brockport Soccer Club**

### **Board Meeting Minutes: 10/19/2020**

Attendees:

**President:** Patrick Saeva

**Vice President:** Shane Camman

**Treasurer:** John Cooling

**Secretary:** Jamie Beers

**Registrar:** Abby Bristol

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

**Special Counsel:** Bryan Moulton

**Director of Teams:** Robert Hammer

**Director of Facilities:** Matthew Jarman

Absent: **Tournament Director:** Tracy Brugger

Vacant Position: **Director of Communications and Web**

**Meeting called to order by President at 8:08 pm**

**Approval of 8/31/2020 AGM/Board Meeting minutes and 9/21/2020 Board Meeting Minutes: [Motion \(Bryan\)/Second \(Matt\)/All in favor](#)**

#### **1. Old Business**

- a) Webmaster position  
Consider creating a Director of Communications (DOC) and have two different board positions – Webmaster and DOC. To discuss further with candidates.
- b) Budget Review  
Reviewed budget YTD including unanticipated COVID-related purchases such as thermometers and hand sanitizer.
- c) Indoor plan  
Took field trip to Salmon Creek with coaches (four coaches did not attend) on 10/18 to review procedures for using the facility. Meeting went over well. Consistent times provided to each team for all practices through April. Also provided COVID-related supplies (i.e. hand sanitizer, masks, thermometers...) to head coaches. Attendance tracking process also implemented with all coaches. Players must complete and sign waivers for all practice facilities ASAP.
- d) Technical director  
Schedule is set and we are close to finalizing contract.
- e) Equipment needs/coach requests  
Cones and pinnies most needed. Move forward with purchase of cones,

pinnies and corner flags. Continue collecting back equipment from coaches from last year. Once we receive everything back, we will figure out quantities for larger ticket items.

- f) Coach Credit Policy – Options for moving forward include 1) coaches to pay, then receive a refund at end of year or a credit the following year OR 2) at end of year, coaches will receive a reimbursement in form of a check. Coaches would pay tryout fee but not membership fee. No receiving/returning money. Also, need to determine what to do with coaches who do not have a child playing.  
\*To form a coach credit committee: Bob, John and Chris. Committee to share a proposal at the next meeting.
- g) Registration update  
John/Chris to send out emails to individuals with unfulfilled payment plans. U-18 could use more players – multiple emails have went out to individuals who have not yet registered.
- h) Manager Meeting to take place on 10/21 via Zoom
- i) Risk Management (RM)  
Two new coaches missed the deadline and will complete RM on or after November 1<sup>st</sup>.
- j) Nike credit – cannot use on sale items.  
Use credit for purchase of up to 30 royal/black bags to sell to club. To purchase balls down the road. Also, use to purchase jackets for board members.  
*Coach gifts:* First-year head coach to get a polo shirt and a jacket. All other coaches receive polo shirts. Upgrade to nicer polo shirts for new coaches.

## **2. New Business**

- a) Use of alternative practice locations  
If we are an invited guest somewhere, we need to ensure that they/we are registered/insured with NYSW. Submitted for the Futsal Factory and for Doug Miller.

## **3. Committee Reports**

*All committees to provide updates at the next meeting*

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

## **4. Director Reports**

- a) President – masks and neck gaiters available for sale. We need to sell tryout shirts again at some point (setup a table at Salmon Creek in near future)
- b) Vice President - NA

- c) Secretary – Organize shared drive; create calendar of events and start reviewing standard operating procedures manual
- d) Treasurer - NA
- e) Teams – Junior Blizzards very successful.
- f) Registrar – Need to figure out what to charge practice players who become a part of the team moving forward.
- g) Facilities – Filled two Sunday slots – almost complete
- h) Soccer Festival - NA
- i) Website and Communications – Merchant account provides a breakdown of each registration piece – will show treasurer how it works.

## 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 (Abby)/Second (Matt)/All in favor**

***Next meeting: 11/16/2020 at 7 pm***

## **FUTURE PLANNING:**

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