



Ocean State Soccer School

Minutes of Board Meeting - Tuesday, March 7th, 2017

Board Approval ***Follow-Up item***

Present: John Montanaro, Sunjay Patil, Bill Gallagher, Shaye Siciliano, Lorna Thompson, Stephen Souls, Scott Parks, Mike Potorski, Shannon Cuthill

Follow-Up items from December Board Meeting:

1. Stephen Souls will arrange a marketing meeting.

Follow-Up items from January Board Meeting:

1. The **Policies & Procedures** document needs to be refreshed – John will send out an email for a meeting.
2. The Board approved that signs for the field will cost sponsors \$350 for the initial sign and \$200 p.a. thereafter for renewals. The Board also approved a “package deal” of \$600 for a sign and for team uniform sponsorship for a year. The cost of sponsoring a team uniform sponsorship is otherwise \$300.
 - a. Rosemary will input the above prices into the on-line form.
 - b. Greg undertook to refresh the PDF brochure for the foundation.

Follow-Up items from March Board Meeting – all below

1. **Minutes**
 - a. **Minutes from January meeting approved as presented**
 - b. No minutes from February as there was no formal meeting
2. **President’s Report**
 - a. Discussed back well at informal February meeting
 - b. John has sent contracts for Marriott in Nashua, WWIS, and Dick’s, as well as current insurance certificate, to Rosemary; and contacts for Soccer Recycle to Shaye
 - c. Dick’s contract renewed to sponsor team and will send case of cones
 - d. Greg Hall resigned
 - e. Back room of Cold Spring is booked for Tuesday 3/14 rec team formation
 - f. **Bill to make sure alarm is working and contact phone company to request reimbursement for time phone lines were not working**
3. **Registration Report**
 - a. 326 rec registrations (more to come), typically 450-500
4. **Treasurer’s Report**
 - a. Cash position is down \$24k compared to prior year
 - b. Player registration income is down \$31k compared to prior year and down \$53k compared to budget (budget is full year so not apples to apples comparison)



- c. Expense items discussed: player development costs (training, practice costs, league fees, and uniforms), porta-a-johns, player insurance and field maintenance costs
 - d. Shaye to reach out to Jeff regarding classification of summer camp profits, reclassification of \$700 in training costs to OSS University, understanding whether we've been invoiced for Academy training, and understanding whether player insurance includes Spring 2016 fees (timing issue).
 - e. Areas for future focus: concessions, sponsorships/fundraiser, and practice costs
 - f. We will need to really focus on budget for 2017-2018 and consider raising tuition costs
- 5. Member Comments**
- a. None noted
- 6. Old Business**
- a. Calendar Fundraiser – Calendars have been distributed to all but one competitive team, and will be distributed to recreational teams at Coaches Meeting on 3/23. We were not able to secure calendar sponsors to offset the printing costs, but are hoping that the incentive of the iPad reward for the highest selling player will entice the players to sell more.
 - b. Soccer Recycle – Shaye has contacted David and Christiana Layman to find out details for Soccer Recycle Program.
 - c. Team Formation
 - i. Mark to work with recreational referees to track scores to identify uneven/stacked teams. Also, provide scores to coaches to aid in identifying competitive prospects.
 - ii. John to discuss Gianluca Minopoli qualifications with his parents to encourage transition to competitive or higher level recreational team.
- 7. New Business**
- a. Budget Planning – Shaye to send email with potential dates for budget meeting.
 - b. Concession Pricing / Controls
 - i. Shaye and Lorna to work together on budget for Spring concession stand.
 - ii. We need to do a better job communicating with parent volunteers for assigned time slots in the concession stand.
 - 1. Mark to prepare concession stand schedule in conjunction with game schedule.
 - 2. Sunjay to send email reminders to coaches a couple of days in advance of assigned day/time.
 - iii. Bill to discuss policies and procedures with Concession workers prior to start of season.
 - iv. Bill and Shaye to research and price cash registers.
 - v. Price for cookout will be \$5.
 - c. Scholarship App / Committee – Shaye to join committee; Rosemary to reach out to past volunteers as John would like to have 5 committee members.
 - d. Summer Camp Flyer / Website Link – Rosemary request to advertise for \$300 in Southern RI Camp Guide approved.
 - e. Board Notice – John to send out notice for Board positions up for election. We also have open positions for VP, VP Competitive, Director of Foundation and



Director of Operations and can accept nominations. Mike Potorski interested in VP Competitive position.

- f. Field Use Request – Board decision is based on info in application; Higher Level to fill out application and Board will consider.
 - g. Complimentary Rooms on Marriott Contract – 4 available, typically go to non-parent coaches. We know of Craig Cook and Adam Howarth. John to review list of coaches to ensure no other non-parent coaches and send email to Board with list prior to next Board meeting.
 - h. We are in need of recreational coach volunteers and academy volunteers. We discussed reaching out to higher level competitive players (U16-U18) to help with academy; could be used as required community service hours.
- 8. Monthly Reports**
- a. Equipment – Uniforms ordered. We discussed guidelines on what equipment to offer coaches (i.e. ice packs, goalie jerseys, cones, etc.). Coaches kits to be provided to new rec coaches only.
 - b. Safety – Nothing noted
 - c. Referees – Nothing noted
 - d. Operations – Bill getting quotes on back well from Russell, Water Works and D&D Irrigation.
 - e. Development –Nothing noted
 - f. Competitive – Nothing noted
 - g. DTT – Academy volunteers previously discussed
 - h. Marketing
 - i. Del's inquired about potential for a presence on the fields; Board agreed to week days and Sundays on front/back fields. Stephen to work with Del's to agree on a donation/profit sharing.
 - ii. Stephen to put together event calendar.
 - iii. John to give Stephen list of team managers to encourage them to send team photos, memorable events, etc.



SUMMARY OF FOLLOW UP ITEMS

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