

Sun Prairie Soccer Club

Meeting Minutes / Action Items - Corrected

Meeting Name:	Monthly Board Meeting – March	Location:	Prudential Realty Office
Recorder:	David Nelson	Time / Date:	Sunday, March 9, 2008 7:00 p.m.

Invitees/Attendees: (y/n - in attendance)

	Name		Name		Name		Name		Name		Name
Y	Ryan Baker, In-House Program, Communications	Y	Tom Gehrmann, Boys Travel	N	Sergio Loureiro, Boys Travel	Y	Tim McDowell, Member at Large	Y	Dave Nelson, Secretary	Y	Rachel Olson, Girls Travel
Y	Vince Padilla, Girls Travel	Y	Rich Tomscak, President	Y	Tom Veroeven, Member at Large	Y	Jack Wilkinson, Treasurer	Y	Mike McIntosh, Kinderball Director		

Agenda:

Item No.	Subject	Leader(s)	Item No.	Subject	Leader(s)
1.	February Meeting	Rich	6.	Boy Competitive Update	Tom G
2.	Club Financials & Incorporation	Jack, Vince	7.	Girls Competitive Update	Rachel
3.	Fields	Tom G	8.	Registrations	Rachel
4.	Skills Development	Ryan, Rich, Rachel	9.	Tryouts	
5.	Recreation Update	Mike, Ryan			

Minutes

1. February board meeting was not held due a lack of a Quorum.
2. Financials & Incorporation:
 - a. Jack has opened SPSC checking account. Initial deposit from SPYSA and ZIA. Access limited to club officers. Can open additional accounts, but account creation rights limited to Jack. Checks cost \$21.75. Endorsement \$33.75
 - b. Discussed Debit Card. Equipment, purchases have to be made on-line at time. Motion passed to acquire a Tyme card. Jack will control card(s), limit use to club Officers.
 - c. PO Box for SPSC done per Jack. Will acquire cell phone immediately after checkbook arrives. Web page blank spot open for #
 - d. General Casualty (GC) has donated \$3,000. A big thank you to Randy Kaminski! GC requires a copy of 503c. Ryan will put a thank you to GC on SPSC web site. Discussed need for fund-raising program including incentives and recognition for donors. Great Wisconsin Credit Union has

Sun Prairie Soccer Club

indicated desire to support. Discussed firming up our disadvantaged players program. Not only a good thing to do, but would be a component desired by donors. Agreed to discuss fund-raising at a follow-up meeting.

- e. Now that checking acct set-up incorporation will follow per Vince. Vince discussed process with MAYSA on how to merge clubs.
 - f. Press release on new club out to Star, WSJ, Cap Time and MAYSA. Spring In-house Registrations news blurb was in recent issue of Star.
3. Fields:
- a. Urgent issue – need another U-10 field for Spring! Trying to get Wetmore for Spring. Shift Northside U10?
 - b. Second field at Northside and Carriage Hills possible? Nets were lost at Horizon – trying to find, school does not have. See what we can do at Horizon. Tom G to work through Trevor to make contact with Bob Holling at City regards fields for Spring and Fall. Field coordinator e-mail went out – only one response for Fall
4. Skills Development:
- a. Coaching clinics Wednesday night at PAC going forward. Would like to continue coach play outdoors in Spring. Action closed.
 - b. Rachel, Rich met w/PAC regards field time next winter. Likely 10 hr/week. PAC response positive, may buy mid-field divider. Next action book time.
5. In-House Program :
- a. Registrations in-process. Positive – seeing growth!
 - b. Spring Kinderball have plenty of coaches. Fall Kinderball a go per Mike McIntosh. Mike will get registrations before Fall season. Best method a blurb in school newspapers.
 - c. 175 U8 kids registered for Spring , up from 166 in Fall. Organizing teams now. Not enough coaches! Prefer 8 players/team, may have to go 12. If so will go 2 teams playing on 2 fields to maintain the touches. Coaches moving up from Kinderball should help in coming years. Use Scottish Highlands for U8? Drier than Stoneridge! Consider Survey Monkey on interest in U9/U10 in-house only vs. travel option?
 - d. Motion passed to offer U9/U-10 in-house program. Consider short distance travel – to Cottage Grove, Madison east side?
 - e. Still working on Rec structure & volunteers. Will do Rec committee meeting on Profit & Loss for rec program, cost per player. Starting an e-mail database.
6. Boys Travel Program:
- a. Tom G discussed with Sergio combined U11/U12 travel. Have not discussed with coaches. Have some interest from other potential
7. Girls Travel Program:
- a. Rich proposed each high school player “adopt” a SPSC player. Show up 1X per week at practice or game. Team would show up at HS game a cheer player in return. Do in Fall with boys high school. Rachel will run by players & parents.
8. Registration:
- a. Rachel took us through Fall registration program documents. She showed us a draft of registration letter and each individual program registration and information sheets. Board accepted format – except need photo release and Coaches names need to be in registration packet for classic teams. Registration forms to carry SPSC logo. Players register for team they want to make, refunded difference if do not make. Thursday, May 1 registration night at SPHS girls soccer game.

Sun Prairie Soccer Club

- b. Board agreed to continue player/parent contract regarding zero tolerance.
 - c. Rachel took board through a detailed analysis of projected registrations and operating costs. Ball included in U6 fees. She proposed fees and calculation for the 2008-9 season. Board accepted fee proposal.
9. Tryouts:
- a. Propose to use outside evaluators, t-shirt for player with # on sleeve. Coaches can be involved & pick a certain % of team. Need policy for kids who cannot make tryout. Can give a “preliminary” placement? Tryout dates look fine. Rachel will reserve tryout field
10. Other:
- a. Motion passed to adopt privacy policy that SPSC will not sell member information.
 - b. Not sure what to set uniform fees for this year. Rachel will e-mail needs to Rich, Rich will forward to uniform store.
 - c. Discussed parents advisory group - Tony to run. Ryan to e-mail coaches requiring each team to name a team manager – retain in a database.

Action Items

Item No.	Action No.	Open Date	Action Description	Lead(s)	Target Date
2	A	Oct 07	Request funding from Alan at SPYSA, Make ZIA deposit	Ryan, Vince	Closed
2	B	Oct 07	Open up SPSC checking account at Bank of Sun Prairie	Jack	Closed
2	C	Oct 07	Press Release announcing new club	Vince	Closed
2	D	Oct 07	Arrange legal 503 non-profit status and incorporation	Vince	Feb 08
2	E	Oct 07	Send letter to state soccer assoc notifying them of new club	Vince	Feb 08
5	F	Oct 07	Consider a Fall Kinderball program and report to board recommendation	Ryan	Closed
5	G	Oct 07	Recommend suggested structure for In-House program and how to solicit volunteers	Ryan	Dec 07
5	H	Oct 07	Consider U10 in-house recreational program and make recommendation to board	Ryan	Closed
5	I	Oct 07	Estimate profit / loss for In-House program and present to board with any recommendations	Ryan	Dec 07
3	J	Oct 07	Estimate future field demand vs. field availability and report to board on “inventory of available vs. needed”	Tom G	Closed
2	L	Jan 08	Set-Up PO Box for SPSC	Jack	Closed
2	M	Jan 08	Set-Up Cell Phone for SPSC, Publish # on web page	Jack	Feb 08
4	N	Jan 08	Coordinate coaches clinics @ Wednesday night coach play @ PAC, Survey later needs	Ryan	Closed
4	O	Jan 08	Meet with PAC, book indoor field for 2008-9 season	Rachel, Rich	Apr 08

Sun Prairie Soccer Club

Item No.	ActionNo.	Open Date	Action Description	Lead(s)	Target Date
	P	Jan 08	Document 2008 calendar for SPSC, post to web site	Dave	Closed
2	Q	Mar 08	Acquire TYME card for SPSC	Jack	Apr 08
2	R	Mar 08	Thank you note for General Casualty on web page	Ryan	Apr 08
3	S	Mar 08	Contact, work with Bob at City. Additional U10 Field for Spring, Discuss Fall Field needs	Tom G	Apr 08
5,8	T	Mar 08	Changes to Fall registration: Logo, photo release, coaches names. Add Fall Kinderball, U9/10 in-house. Implement board approved fees.	Rachel	May 08
5, 10	U	Mar 08	Set up e-mail database. E-mail coaches requiring team manager be named	Ryan	Apr 08
9	V	Mar 08	Reserve field for June Tryouts	Rachel	Apr 08
9	W	Mar 08	Lead tryout committee meeting. Prepare proposal for tryout process & rules	Vince	Apr 08

Next Meeting

Date: 2nd Sunday in April, 13th

Agenda Items

1. Spring Season preparation
 - a. Fields Update
2. Fundraising
3. Tryouts & tryout committee
4. Uniforms & costs
5. Soccer camps