

**Stafford Area Soccer Association  
Board of Directors Meeting Minutes  
July 20, 2011**

**I. Call to Order:**

The meeting was called to order at approximately 7:01 pm.

Board Members Present: Tim Conklin (via telephone); Randy Sparks; Bill Myers; Rick Thoroughgood; Paul Bertrand; Carla Smith

Board Members Absent: Sean Harrigan

Others Present: Barry Hill; Kyle Lessig; Andrew Breithaupt; Mark Bowman; David Rao

**II. Public May Address the Board**

David Rao, President of One Shirt LLC Clark addressed the Board about a fundraising proposal. One Shirt sells t-shirts and donates proceeds from the sales to Veterans Hope, a 501(c)(3) organization. Mr. Rao explained that One Shirt had piloted the fundraiser with two Travel teams and sold 147 shirts in two weeks and that One Shirt had a commitment from two Travel AGC's to do the fundraiser for the upcoming Fall 2011 season. One Shirt proposes to run the fundraiser through SASA as a whole, with SASA receiving \$5 from the sale of each shirt to be split between SASA and the individual teams. Mr. Rao explained that there was no commitment required from SASA except assistance in soliciting the teams to engage in the fundraiser. The Board thanked Mr. Rao for his interest, advised him that the matter would be discussed, and that he would be contacted with the decision. At that point, Mr. Rao left the meeting.

**III. Other Reports**

**SASA Technical Director – Barry Hill**

Reported that Kyle Lessig is on board as SASA's Director of Coaching and that they have been meeting to discuss the direction of SASA.

Reported that he heard from the attorney for DR Horton and that the Planning Commission approved Horton's development plan. DR Horton is now looking for SASA's support when the issue goes before the Board of Supervisors. Barry understands that the County is looking for 12 fields with lights and irrigation. Mark Bowman added that the County has expressed a desire to have all baseball fields at one site and all soccer fields at another site. According to Mark, the County is supposed to decide within the next two weeks whether Clift Farm development will have baseball or soccer.

Reported that SASA held a D license course over the past two weekends, that a C license course was held at Fredericksburg Academy, that E and F course are planned for August and the end of July, respectively. Barry expressed some frustration with VYSA and the lack of administration provided by it in the running of these courses.

Reported that the uniform shipment has been received. They are working on sorting out the equipment. He reported that the size 5 balls from Bremen are too small. He is trying to work a deal with Score for size 5 balls but they might not have SASA logos.

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Reported that Sean Rose is probably moving out of the area and, if so, will not be running the St. Patty's Day tournament next Spring. Barry has spoken with the person that ran the recent Dynamo tournaments, and an e-mail blast and posting on the SASA website will advertise for a Tournament Director.

Reported that the landlord is still working on the office next door, but that the office will be moving on Monday.

**SASA Director of Coaching** – Kyle Lessig

Expressed his pleasure to be with SASA and spoke generally about his philosophy and objectives for SASA. Kyle has been meeting with Barry regularly to get to know SASA.

**SASA Rules & Discipline Committee** – Sean Harrigan

None.

**IV. Coordinator Reports**

None.

- V. Approval of the Minutes** – Minutes from the Board Meeting of May 11, 2011 were reviewed. Carla moved that the Minutes be approved; Rick seconded the motion. The Minutes were approved by a vote of 6-0.

**VI. Action Items**

The Board discussed the fundraising proposal presented by David Rao. After discussion, the Board decided that: (1) it would not engage in a club-wide fundraising effort; (2) individual teams could fundraise if they desired; (3) SASA would create and maintain a fundraising link on its website; and (4) SASA would include a fundraising policy in the revised Operations Manual. Randy Sparks indicated that he would contact Mr. Rao with the decision. [On July 21, 2011, Randy sent an e-mail to Mr. Rao advising of the decision and spelling out some parameters for any individual team fundraising efforts.]

The Board discussed the status of the Operations Manual. The Board decided that the most current draft would be circulated again, with comments to be provided by the members. The Board would then consider those comments and vote on the approval of the revised Manual.

The Board then discussed the status of the High School program. The Board confirmed its prior decision to move forward with creating a separate High School program that would not technically fall within either the Recreation or Revolution Academy programs, but, instead, would be a program designed for all of SASA's high school age players. Carla asked about how to handle move-ups for the High School division, and the Board decided that, if a player was in high school, the player would be eligible to participate in the High School program.

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**VII. Board Reports**

**President** – Tim Conklin

Reported that SASA had a great turnout for the D license course.

Reported that SASA has been receiving feedback on the Revolution Academy program, with differing opinions on the concept. There appears to be a contingent of parents of high school age players that is not pleased with the loss of the older age groups in Revolution Academy.

Reported that everything is still status quo with the sale of the land.

Reported that he still wants to hold the Columbus Day Explorer tournament in the Fall 2011 season.

**Vice President** – Sean Harrigan

None.

**Secretary** – Randy Sparks

None.

**Treasurer** – Bill Myers

Reported that Heidi had distributed updated Profit/Loss Statement and Balance Sheet prior to the meeting. Copies of these reports are attached to these Minutes.

Reported that the information for the 2010 tax returns is with the accountants and that SASA should be able to file on time.

**Recreation Division** – Carla Smith

Reported that 5 AGC's are on board for the Fall 2011 season and that registration numbers are way down.

**Revolution Academy** – Paul Bertrand

Reported that he intends to continue with the concept started, that he is bringing AGC's on board to help with the program, and that his goal is to mathematically balance teams based upon the tryout results.

**Travel Division** – Rick Thoroughgood

Reported that U14 Boys team probably will not travel to Argentina now.

Reported that issues have arisen over whether registration deposits are refundable and that the issue needs to be addressed before registration opens for Spring 2012 season.

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**VIII. New Business**

Barry reported that the biggest field challenge is the loss of three fields (one each at Smith Lake, Duff, and Patawomack) to football. Barry is confident that SASA can make it work with the available fields and noted that Victoria is already working on it, but is waiting on the County. Barry reported that, as part of the solution, the High School program will change its training structure and just play games once the season starts.

Barry reported that the General Membership meeting will be held on August 13, 2011 at Colonial Forge HS. Both he and Kyle will speak at the meeting and will hold some coaching training afterwards. Randy confirmed that two positions – Treasurer and Revolution Academy Director – are up for election. An e-mail blast will be sent out about the meeting and the need for nominations for the positions. Randy reported that he will prepare ballots for the election, but that he would be out of town on August 13<sup>th</sup> so someone would need to be responsible for running the election.

Barry reported that Heidi put together an operating budget and will e-mail it out to the Board for review.

Barry and Heidi will prepare a proposal on scholarships that will include incentives for coaches and financial hardship cases. Once prepared, it will be presented to the Board for consideration and approval.

The Board then went into executive session to discuss personnel issues. During the executive session, a course of action for handling the personnel issues was approved by the Board.

**IX. Adjournment**

Carla moved to adjourn, and Rick seconded the motion. At approximately 9:35 pm, the meeting was adjourned.

11:58 AM  
07/20/11  
Accrual Basis

**Stafford Area Soccer Association**  
**Balance Sheet**  
As of July 14, 2011

	Jul 14, 11
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Office Cash Box	226.20
SunTrust General Account	184,313.14
SunTrust Land Account	1,501.18
SunTrust Savings Account	725.89
SunTrust Tournament Account	97,562.25
SunTrust Travel Account	6,685.18
Wachovia Money Market	93,135.92
<b>Total Checking/Savings</b>	<u>384,149.76</u>
<b>Total Current Assets</b>	384,149.76
<b>Fixed Assets</b>	
Land - Operating	597,200.00
<b>Total Fixed Assets</b>	<u>597,200.00</u>
<b>TOTAL ASSETS</b>	<b><u>981,349.76</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
Payroll Liabilities	12,052.52
<b>Total Other Current Liabilities</b>	<u>12,052.52</u>
<b>Total Current Liabilities</b>	12,052.52
<b>Total Liabilities</b>	12,052.52
<b>Equity</b>	
Land Equity	347,200.00
Opening Balance Equity	320,875.46
Unrestricted Net Assets	227,765.74
Net Income	73,456.04
<b>Total Equity</b>	<u>969,297.24</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>981,349.76</u></b>

11:57 AM  
 07/20/11  
 Accrual Basis

**Stafford Area Soccer Association**  
**Profit & Loss**  
 January 1 through July 14, 2011

	Jan 1 - Jul 14, 11
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Donations	525.00
Field Usage Fees	350.00
Interest	0.09
<b>Membership Dues</b>	
Recreation/Classic/Travel fees	343,584.53
Registration/Merchandise	66,550.57
Membership Dues - Other	512.03
<b>Total Membership Dues</b>	410,647.13
Membership Dues/merchandise	7,716.10
Membership Dues/registration	48,490.38
Merchandise	4,179.55
sponsorship	175.00
<b>Tournament Income</b>	
Advertising	3,330.00
Merchandise	30,789.55
Registration	99,279.10
<b>Total Tournament Income</b>	133,398.65
tournament sponcership	1,320.00
<b>Uniforms</b>	
Coach Supplies	140.00
<b>Total Uniforms</b>	140.00
<b>Total Income</b>	606,941.90
<b>Cost of Goods Sold</b>	
<b>Cost of Goods Sold</b>	
Patches	1,425.00
Cost of Goods Sold - Other	1,176.50
<b>Total Cost of Goods Sold</b>	2,601.50
<b>Total COGS</b>	2,601.50
<b>Gross Profit</b>	604,340.40
<b>Expense</b>	
Advertising	2,052.02
Bank Card Charges	721.14
Bank Service Charges	62.00
Banking supplies	162.72
<b>Club League Dues</b>	
NCSL Dues	17,967.00
ODSL Dues	4,200.00
WAGS Dues	23,100.00
<b>Total Club League Dues</b>	45,267.00
Coach Education	4,100.00
Contributions	200.00
Director; Mileage & Cell Reimbu	1,173.06
Dues and Subscriptions	576.49
Equipment	3,542.87
<b>Field Expenses</b>	
Field Lining	5,760.00
Field paint and Other supplies	6,128.06
Field Use	41,601.25
Goals, nets, field mnx	211.44
Field Expenses - Other	350.00
<b>Total Field Expenses</b>	54,050.75
Housing	2,172.50
League Representative expenses	677.23

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 Accrual Basis

**Stafford Area Soccer Association  
 Profit & Loss  
 January 1 through July 14, 2011**

	<u>Jan 1 - Jul 14, 11</u>
Miscellaneous Expenses	
Building use	60.00
Miscellaneous Expenses - Other	780.89
<b>Total Miscellaneous Expenses</b>	<b>840.89</b>
Office Equipment	285.50
Payroll Expenses	93,339.10
Postage and Delivery	112.06
Professional Fees	
Legal Fees	1,145.00
Trainer Fees	
U5 academy	1,067.00
Trainer Fees - Other	3,407.50
<b>Total Trainer Fees</b>	<b>4,474.50</b>
<b>Total Professional Fees</b>	<b>5,619.50</b>
Referee Expense	21,180.72
Refunds	570.00
Registration Expenses	5,794.00
reimbursement	196.00
Rent	11,485.14
Repairs	
Building Repairs	550.00
<b>Total Repairs</b>	<b>550.00</b>
Returned Checks	115.00
Soccer Balls	800.00
Supplies	
Coach Supplies	685.68
Office Supplies	1,135.99
Supplies - Other	178.19
<b>Total Supplies</b>	<b>1,999.86</b>
Taxes	
Penalty	17,760.00
Taxes - Other	144.80
<b>Total Taxes</b>	<b>17,904.80</b>
Technical Director	
conventions	150.00
lodging	365.54
Meals	85.59
mileage and cell phone	750.56
Signing bonus	0.00
<b>Total Technical Director</b>	<b>1,351.69</b>
Telephone	1,290.59
Tickets	720.00
Tournament Application Fees	36,635.00
Tournament Expense	
Advertising	380.00
Athletic Trainers	1,790.00
Awards	7,299.00
Field expense	16,460.00
Merchandise	16,082.90
Referee Expense	48,394.13
Staff Salary	10,000.00
Supplies	1,082.05
Web Services and Registration	514.53
Tournament Expense - Other	17,837.58
<b>Total Tournament Expense</b>	<b>119,840.19</b>

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07/20/11  
Accrual Basis

**Stafford Area Soccer Association**  
**Profit & Loss**  
January 1 through July 14, 2011

	Jan 1 - Jul 14, 11
Travel & Ent	
Entertainment	618.29
Meals	1,266.64
Travel	50.00
<b>Total Travel &amp; Ent</b>	<b>1,934.93</b>
Travel Coaches Expenses	
AGC Salary	10,200.00
Coach Salary	45,575.00
Hotels	825.19
Meals	317.50
Mileage	989.90
Travel Coaches Expenses - Other	350.00
<b>Total Travel Coaches Expenses</b>	<b>58,257.59</b>
Travel Coaches Expenses; cell p	596.70
TRYOUT EXPENSES	83.48
U8 Academy Expenses	391.02
Uncategorized Expenses	8,222.97
Uniform Expense	18,052.88
Utilities	
Gas and Electric	1,280.60
<b>Total Utilities</b>	<b>1,280.60</b>
VYSA Fees	6,714.00
<b>Total Expense</b>	<b>530,921.99</b>
<b>Net Ordinary Income</b>	<b>73,418.41</b>
Other Income/Expense	
Other Income	
Interest Income	37.63
<b>Total Other Income</b>	<b>37.63</b>
<b>Net Other Income</b>	<b>37.63</b>
<b>Net Income</b>	<b>73,456.04</b>