

**Stafford Area Soccer Association
Board of Directors Meeting Minutes
May 11, 2011**

I. Call to Order:

The meeting was called to order at approximately 7:30 pm.

Board Members Present: Tim Conklin (via telephone); Sean Harrigan; Randy Sparks; Bill Myers; Andrew Breithaupt; Rick Thoroughgood

Board Members Absent: Carla Smith

Others Present: Barry Hill; Renee Frey

II. Public May Address the Board

Clark Lemming and Debrarae Karnes from the law firm of Lemming & Healy addressed the Board on behalf of D.R. Horton, Inc. Horton is scheduled for a public hearing before the Planning Commission on May 18, 2011 on its plan for the Clift Farm Quarter development. Clark advised that Horton is proposing to give 262 acres of land to the County as its proffer and will build soccer fields as part of the process. Clark indicated that the design of the fields would be up to the County and that development of the fields would be driven by the market. Currently, they anticipate a phased development of the fields, with two fields being built at a time, tied to the sale of the housing units in the development. If all is approved with the rezoning and the subdivision process, Horton is looking to break ground in the Spring of 2013 and is looking at a 5 year time frame. Horton is looking for support in the form of contact with Supervisors and Commissioners and attendance at the Planning Commission hearing.

III. Other Reports

SASA Technical Director – Barry Hill

Reported that SASA received over 300 applications for the vacant office position.

Reported that SASA is holding a D license course in late July.

Reported that he is working on a plan for the U7/U8 Academy that will emphasize skill development and will create single age groups. However, SASA is losing some field space for Fall 2011 which will not allow the program to replace all U7/U8 programs in SASA. Barry proposed that a U7 and U8 Academy be created that will replace the U8 age group in the Classic Division and indicated that he would send out an e-mail with more details on the proposal.

Reminded Board that other matters were addressed in his earlier e-mail summary (copy attached).

SASA Rules & Discipline Committee – Sean Harrigan

No report but will be sending e-mails on recent situations.

SASA DOC Recruiting Committee – Renee Frey

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Reported that advertisement for vacancy will be running through May 15, 2011. So far, SASA has received 48 resumes. Barry and Renee have conducted a preliminary review of the resumes and agreed on 6 potential candidates, with 4 identified as strong candidates. The resumes will be reviewed by the committee, interviews will be conducted, and a hiring recommendation will be presented to the Board for consideration and vote.

IV. Coordinator Reports

None.

V. Approval of the Minutes – Minutes from the Board Meeting of April 13, 2011 were reviewed. Sean moved that the Minutes be approved; Rick seconded the motion. The Minutes were approved by a vote of 6-0.

VI. Action Items – None.

VII. Board Reports

President – Tim Conklin

Reported that the documents on the land sale are in the final stages and that SASA should be exempt from taxes on the land.

Reported that Tom Armstrong has agreed to stay in his position until June.

Vice President – Sean Harrigan

None.

Secretary – Randy Sparks

Reported that SASA's Annual Report and fees were submitted to the Virginia State Corporation Commission.

Reported that a draft of the revised Operations Manual was e-mailed to everyone for review and consideration.

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. Indicated that we are working with a new format for the reports.

Recreation Division – Carla Smith

None.

Classic Division – Andrew Breithaupt

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Reported that he is playing with the evaluation format for the upcoming U10, U12, and U14 tryouts. The evaluation form will not define what the numerical scores mean.

Reported that he has mandated that division coaches complete an After Action Injury Report whenever a player is injured and cannot return to practice/game.

Reported that a number of division teams will be participating in the Dynamo Tournament in June.

Proposed that the Board consider changing the name of the Classic Division to better identify its purpose. The matter was discussed, and Andrew indicated that he would e-mail the Board with a proposed new name.

Travel Division – Rick Thoroughgood

Reported that U14 Boys team wants to travel to Argentina and has requested to use Duff for a 3v3 fundraising tournament. They have indicated that they need SASA to sign off on the VYSA paperwork. After discussion, the Board suggested that the team approach the Fredericksburg Fieldhouse as a possible venue and indicated that a plan for the tournament would be required before any further consideration of the issue.

Reported that a Travel tryout meeting will be held with the coaches on May 25, 2011.

VIII. New Business

After discussion of the presentation by D.R. Horton, Inc., the Board discussed SASA's potential support. Rick moved that SASA support proposals that would build soccer fields in the County; Sean seconded the motion. The Board approved support of the proposal by a vote of 6-0. Barry will prepare a draft letter of support.

Barry raised a question about the direction of the Classic Division's High School program. The matter was discussed, with much discussion involving the prior vote of the Board to create one High School program for SASA. Randy moved that SASA create a High School program that would not be affiliated with any particular division, but would service all of SASA's high school aged participants. Rick seconded the motion. The motion was approved by a vote of 6-0.

Andrew asked whether it would be possible to rent advertising space at Smith Lake for revenue. Barry will check with the County.

Andrew inquired about SASA's position on uniforms, as the Classic Division is experiencing issues with teams wearing non-SASA socks. Randy advised that the Operations Manual includes a policy that teams wear the standard uniform kit, and the Board agreed that uniforms should be standard.

Andrew inquired about the status of the proposal on volunteer incentives.

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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

Rick moved to adjourn, and Bill seconded the motion. At approximately 11:49 pm, the meeting was adjourned.

Randy C. Sparks

From: Barry Hill [technical@staffordsoccer.com]
Sent: Wednesday, May 11, 2011 4:39 PM
To: Andrew Breithaupt; Conklin, Tim; cSmith@doc.gov; Frey, Renee; Myers, Bill; Sean Harrigan; Smith, Carla; Randy C. Sparks; Thoroughgood, Rick; Thoroughgood, Rick
Cc: 'Barry Hill'
Subject: Board meeting tonight

Board,

Here are my points for tonight board meeting. With the DR Horton group coming in time might be tight, so if there any questions on these point I can answer tonight or we can discuss

- Office admin position
 - Over 300 applicants
 - Will start initial interviews this Friday
- Are fees going to be increased? My suggestion is they stay the same
- Direction of Classic High school program.
- Have dates for coaching courses.
 - To run a D course we will have to pay about \$800 for the facility.
 - E and F courses are in county
 - C and NYL are running at Fredericksburg Academy
- First aid kits
 - Still looking into ideas on First aid kits for all coaches. Been talking with groups such as Red Cross and Mary Washington about getting kits from them and training course.
 - Cost for a basic kit is between \$10 and \$15 per kit
- Looking to get relevant dates together for fall season for each division
- Tryout information on the web. Will be out in paper next week
- Gave the Credit Union people dates to come out to fields to promote the partnership. Unfortunately all their personnel are booked out this month. Looking at putting a flyer out. Waiting on their flyer
- Attended meeting with Parks and rec director about field issues. They have moved a member of staff due to re occurring issues
- Attended a meeting for Stafford UDA. More of a fact finding meeting on what groups are looking for and what we would like to see
- Office
 - Working in getting bigger office space. Put offer in for building/office 241-102 but another offer is in
 - Working with the office owner

Heidi wanted everyone to know that all players for this season have paid!

Thanks and see everyone tonight

Barry Hill
 General Manager
 Stafford Area Soccer Association
Technical@staffordsoccer.com

3:05 PM

05/11/11

Accrual Basis

Stafford Area Soccer Association
Balance Sheet
As of May 11, 2011

	<u>May 11, 11</u>
ASSETS	
Current Assets	
Checking/Savings	
Office Cash Box	226.20
SunTrust General Account	210,542.72
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
Total Checking/Savings	<u>410,379.34</u>
Total Current Assets	410,379.34
Fixed Assets	
Land - Operating	<u>597,200.00</u>
Total Fixed Assets	<u>597,200.00</u>
TOTAL ASSETS	<u><u>1,007,579.34</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	<u>5,893.18</u>
Total Other Current Liabilities	<u>5,893.18</u>
Total Current Liabilities	<u>5,893.18</u>
Total Liabilities	5,893.18
Equity	
Land Equity	347,200.00
Opening Balance Equity	320,875.46
Unrestricted Net Assets	227,765.74
Net Income	<u>105,844.96</u>
Total Equity	<u>1,001,686.16</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,007,579.34</u></u>

Stafford Area Soccer Association
Profit & Loss
January 1 through May 11, 2011

	Jan 1 - May 11, 11
Ordinary Income/Expense	
Income	
Donations	525.00
Field Usage Fees	350.00
Membership Dues	
Recreation/Classic/Travel fees	196,717.85
Registration/Merchandise	66,550.57
Membership Dues - Other	512.03
Total Membership Dues	263,780.45
Membership Dues/merchandise	520.00
Membership Dues/registration	21,601.23
Merchandise	1,007.50
Tournament Income	
Advertising	3,330.00
Merchandise	30,789.55
Registration	99,279.10
Total Tournament Income	133,398.65
tournament sponcership	250.00
Uncategorized Income	30,807.74
Uniforms	
Coach Supplies	140.00
Total Uniforms	140.00
Total Income	452,380.57
Cost of Goods Sold	
Cost of Goods Sold	
Patches	1,425.00
Cost of Goods Sold - Other	1,176.50
Total Cost of Goods Sold	2,601.50
Total COGS	2,601.50
Gross Profit	449,779.07
Expense	
Bank Card Charges	453.09
Bank Service Charges	48.00
Banking supplies	162.72
Club League Dues	
NCSL Dues	4,760.00
ODSL Dues	4,200.00
WAGS Dues	8,325.00
Total Club League Dues	17,285.00
Coach Education	2,230.00
Contributions	200.00
Director; Mileage & Cell Reimbu	1,173.06
Dues and Subscriptions	501.64
Equipment	2,637.24
Field Expenses	
Field paint and Other supplies	6,048.30
Field Use	9,585.00
Goals, nets, field mnx	51.44
Field Expenses - Other	350.00
Total Field Expenses	16,034.74
Licenses and Permits	198.00
Miscellaneous Expenses	
Building use	60.00
Miscellaneous Expenses - Other	1,134.98
Total Miscellaneous Expenses	1,194.98

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05/11/11

Accrual Basis

Stafford Area Soccer Association
Profit & Loss
January 1 through May 11, 2011

	Jan 1 - May 11, 11
Office Equipment	265.60
Payroll Expenses	62,240.73
Postage and Delivery	112.06
Professional Fees	
Legal Fees	100.00
Trainer Fees	1,907.50
Total Professional Fees	2,007.50
Referee Expense	6,482.72
Refunds	570.00
Registration Expenses	5,794.00
reimbursement	196.00
Rent	7,861.97
Returned Checks	115.00
Soccer Balls	800.00
Supplies	
Coach Supplies	685.68
Office Supplies	1,062.83
Supplies - Other	178.19
Total Supplies	1,926.70
Taxes	
Penalty	17,760.00
Taxes - Other	35.00
Total Taxes	17,795.00
Technical Director	
conventions	150.00
lodging	365.54
Meals	75.58
mileage and cell phone	750.56
Total Technical Director	1,341.68
Telephone	827.72
Tournament Application Fees	22,585.00
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	17,717.58
Total Tournament Expense	119,720.19
Travel & Ent	
Entertainment	60.00
Meals	1,174.03
Total Travel & Ent	1,234.03
Travel Coaches Expenses	
AGC Salary	3,700.00
Coach Salary	14,900.00
Hotels	825.19
Meals	285.43
Mileage	698.70
Travel Coaches Expenses - Other	350.00
Total Travel Coaches Expenses	20,759.32
Travel Coaches Expenses; cell p	336.00
U8 Academy Expenses	391.02
Uncategorized Expenses	2,891.61
Uniform Expense	18,052.88

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Accrual Basis

Stafford Area Soccer Association
Profit & Loss
January 1 through May 11, 2011

	<u>Jan 1 - May 11, 11</u>
Utilities	
Gas and Electric	832.54
Total Utilities	832.54
VYSA Fees	6,714.00
Total Expense	<u>343,971.74</u>
Net Ordinary Income	105,807.33
Other Income/Expense	
Other Income	
Interest Income	37.63
Total Other Income	<u>37.63</u>
Net Other Income	<u>37.63</u>
Net Income	<u><u>105,844.96</u></u>