

**Stafford Area Soccer Association
Board of Directors Meeting Minutes
September 15, 2010**

I. Call to Order:

The meeting was called to order at 7:10 pm by Sean Harrigan.

Board Members Present: Sean Harrigan; Randy Sparks; Bill Myers; Rick Thoroughgood; Frankie Petrino; Carla Smith

Board Members Absent: Tim Conklin

Others Present: Barry Hill

II. Public May Address the Board

Doug Sheaff, a current U8 and U10 Recreation Coach, addressed the Board concerning the development of a sponsorship and summer camp program aimed at increasing the revenues of SASA and providing SASA with more resources to put back into its programs. Coach Sheaff also discussed his ideas concerning nine potential private fields located off of Route 610 and six potential private fields located off Courthouse Road.

Motion was made to move forward with the exploration of Coach Sheaff's ideas and passed by a vote of 6-0. Sean Harrigan will head the exploratory efforts and will arrange a meeting with Coach Sheaff to get more details on the proposal.

III. Other Reports

SASA Technical Director – Barry Hill

Reported that Heidi has run a report of the number of hits on the SASA website. The use of the website appears to be increasing. It was suggested that we consider redoing the website to make it easier to use.

Reported that the U5 program starts this week.

Reported that a new administrative assistant, Stacy, started on September 10, 2010. The hiring of Stacy should free Heidi up to focus more on the financial side of SASA's operations.

Frankie Petrino inquired whether anyone was tracking the budget. Barry replied that Heidi was tracking the budget to an extent. Barry stated that SASA needs a new computer to operate Quickbooks which will help in tracking the budget and that the hiring of Stacy would hopefully allow Heidi to spend more time on the finances.

Reported that the office would be closed on Saturday, September 18, 2010. Barry is looking into later hours for the office and will put a plan together for the Board to review and consider.

Reported that SASA experienced a few in game problems that highlighted the need to deal with such problems at the appropriate time before things get out of control. One of the issues revolved around a new referee that allowed games to get out of control. The

**Stafford Area Soccer Association
Board of Directors Meeting Minutes
September 15, 2010**

Board discussed potential ways to deal with our referee problems, including the potential of seeking a new vendor.

IV. Coordinator Reports – None

V. Approval of the Minutes – Minutes from the General Membership Meeting of August 13, 2010 were reviewed. Rick Thoroughgood moved that the Minutes be approved, and Carla Smith seconded the motion. The Minutes were approved by a vote of 6-0.

VI. Action Items

Frankie Petrine moved that the votes of individual Board members on issues brought before the Board be made public. The motion passed by a vote of 6-0.

VII. Board Reports

President – Tim Conklin

No report.

Vice President – Sean Harrigan

No report.

Secretary – Randy Sparks

No report.

Treasurer – Bill Myers

Distributed updated Profit/Loss Statement and Balance Sheet. Copies of these reports are attached to these Minutes.

Reported that SASA is trying to track which Travel players have paid their fees. Demosphere does not allow SASA to track from where registrations come, and the switch to Demosphere hindered ability to ensure that all Travel registration fees are paid. Heidi is working to compare the registrations with VYSA against our payment information to determine which Travel players still owe fees.

Recreation Division – Carla Smith

Reported that Rec games started with only one incident where the lights went off on a field.

Reported that Rec received more requests for refunds this season than in the past.

Reported that an issue came up regarding Rec teams allowing non-registered players to participate. An e-mail is being sent out to all coaches. Carla will be following up on the issue. It was suggested that any coach found to be allowing participation by non-registered players be referred to the Rules and Discipline Committee.

**Stafford Area Soccer Association
Board of Directors Meeting Minutes
September 15, 2010**

Classic Division – Frankie Petrine

Reported that Classic is running smoothly.

Reported that Classic training sessions have started. Frankie has asked Barry Hill to keep track of the teams attending the training sessions. Any coaches not attending the training will not be permitted to coach next season.

Requested that Classic be allowed to include an “all star” team in each age group of the Explorer Tournament at no cost. Discussion ensued about whether that would be possible and what was going on with the tournament. Sean Harrigan and Carla Smith advised that they would follow up with Tim Conklin and Sean Rose and provide information.

Travel Division – Rick Thoroughgood

Reported that Travel is auditing the VYSA rosters against Demosphere.

Reported that Travel coaches are signing their contracts with SASA and that today is the first payday for them. Bill Myers is in the process of issuing the checks to the coaches.

VIII. New Business

Frankie Petrine requested that the registration numbers for the Fall season be provided.

Carla Smith suggested that the Board consider scheduling meetings for weekends. After discussion over the motion, Frankie Petrine moved that Board meetings be scheduled for the second Wednesday of each month, and the motion was seconded by Carla Smith. The motion was approved by a vote of 6-0. It was suggested that, in an effort to streamline meetings, Board members send out reports in advance of scheduled meetings.

Randy Sparks stated that SASA’s By-Laws need to be reviewed for potential revisions. The elections at the General Membership Meeting highlighted some holes in the By-Laws, and the By-Laws themselves require that they be reviewed annually. The Board agreed that everyone would review the By-Laws in advance of the next meeting.

The Board went into executive session to discuss issues relating to the employment of Barry Hill and Tom Armstrong.

IX. Adjournment

At approximately 9:56 pm, the meeting was adjourned.

Stafford Area Soccer Association
Balance Sheet
As of September 15, 2010

| | <u>Sep 15, 10</u> |
|--|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Office Cash Box | 297.93 |
| SunTrust General Account | 344,665.91 |
| SunTrust Land Account | 1,501.18 |
| SunTrust Savings Account | 755.43 |
| SunTrust Tournament Account | 29,514.16 |
| SunTrust Travel Account | 4,870.18 |
| Wachovia Money Market | 92,865.86 |
| Total Checking/Savings | <u>474,470.65</u> |
| Total Current Assets | 474,470.65 |
| Fixed Assets | |
| Land - Operating | 597,200.00 |
| Total Fixed Assets | <u>597,200.00</u> |
| TOTAL ASSETS | <u>1,071,670.65</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Payroll Liabilities | 5,836.39 |
| Total Other Current Liabilities | <u>5,836.39</u> |
| Total Current Liabilities | <u>5,836.39</u> |
| Total Liabilities | 5,836.39 |
| Equity | |
| Land Equity | 347,200.00 |
| Opening Balance Equity | 320,875.46 |
| Unrestricted Net Assets | 120,268.85 |
| Net Income | 277,489.95 |
| Total Equity | <u>1,065,834.26</u> |
| TOTAL LIABILITIES & EQUITY | <u>1,071,670.65</u> |

Stafford Area Soccer Association
Profit & Loss
 June 1 through September 15, 2010

| | <u>Jun 1 - Sep 15, 10</u> |
|------------------------------------|---------------------------|
| Ordinary Income/Expense | |
| Income | |
| Interest | 0.09 |
| Membership Dues | |
| B99 Blue Player Fees | 300.00 |
| Recreation/Classic/Travel fees | 292,443.99 |
| Registration/Merchandise | 76,160.10 |
| Travel Teams Dues | 825.00 |
| Total Membership Dues | <u>369,729.09</u> |
| Tournament Income | |
| Merchandise | 30.00 |
| Total Tournament Income | <u>30.00</u> |
| Training Fees | 4,500.00 |
| Total Income | <u>374,259.18</u> |
| Cost of Goods Sold | |
| Cost of Goods Sold | |
| Patches | 1,425.00 |
| Total Cost of Goods Sold | <u>1,425.00</u> |
| Total COGS | <u>1,425.00</u> |
| Gross Profit | 372,834.18 |
| Expense | |
| Advertising | 1,732.00 |
| Bank Card Charges | 416.03 |
| Bank Service Charges | 539.00 |
| Club League Dues | |
| NCSL Dues | 11,416.00 |
| ODSL Dues | 6,295.00 |
| WAGS Dues | 12,739.00 |
| Total Club League Dues | <u>30,450.00</u> |
| Dues and Subscriptions | 39.00 |
| Field Expenses | |
| Field Lining | 5,610.00 |
| Field Use | 16,156.25 |
| Total Field Expenses | <u>21,766.25</u> |
| Licenses and Permits | 1,885.00 |
| Miscellaneous Expenses | 2,190.82 |
| Office Salary Expense | |
| Salary-TD | 10,612.50 |
| Office Salary Expense - Other | 624.88 |
| Total Office Salary Expense | <u>11,237.38</u> |
| Payroll Expenses | 32,282.03 |
| Postage and Delivery | 98.41 |
| Professional Fees | |
| Trainer Fees | |
| U5 academy | 420.00 |
| Trainer Fees - Other | 14,030.00 |
| Total Trainer Fees | <u>14,450.00</u> |
| Total Professional Fees | 14,450.00 |
| Recreation/Classic Fees | 9,055.00 |
| Referee Expense | 13,054.00 |
| Refunds | 765.00 |
| Registration Expenses | 4,200.00 |
| Rent | 6,286.36 |
| Returned Checks | 895.00 |

6:10 PM

09/15/10

Accrual Basis

Stafford Area Soccer Association
Profit & Loss
June 1 through September 15, 2010

| | <u>Jun 1 - Sep 15, 10</u> |
|--------------------------------------|---------------------------|
| Supplies | |
| Coach Supplies | 361.97 |
| Office Supplies | 1,128.66 |
| Total Supplies | <u>1,490.63</u> |
| Technical Director | |
| mileage and cell phone | 1,248.85 |
| Total Technical Director | <u>1,248.85</u> |
| Telephone | 1,702.27 |
| Tournament Application Fees | 28,060.00 |
| Travel & Ent | |
| Meals | 123.42 |
| Travel | 207.30 |
| Total Travel & Ent | <u>330.72</u> |
| Travel Coaches Expenses | |
| Hotels | 221.80 |
| Meals | 76.00 |
| Mileage | 75.00 |
| Salary | 2,250.00 |
| Total Travel Coaches Expenses | <u>2,622.80</u> |
| Uniform Expense | 11,449.45 |
| Utilities | |
| Gas and Electric | 464.84 |
| Total Utilities | <u>464.84</u> |
| Total Expense | <u>198,710.84</u> |
| Net Ordinary Income | <u>174,123.34</u> |
| Net Income | <u><u>174,123.34</u></u> |