



**San Ramon Soccer
2206 Camino Ramon, Suite E
San Ramon, CA 94583
Board of Directors Meeting
Minutes**

January 8, 2014

The January 8, 2014 regular meeting of the San Ramon Soccer Board of Directors was called to order at 7:35 pm. Roll call was taken and quorum certified.

Board Attendees: Mr. Alexandrian, Ms. Franza, Mr. Balza, Mr. Kimble, Mr. Bried, Mr. Yolland, Ms. Rutter DeVilbiss, Mr. Motta, Mr. Lee, and Mr. Ramirez. From the staff, Mr. Mittler and Mr. Kepcija attended. Mr. Todd Diehl also attended representing the Referee Committee.

Absent Board Members: Ms. Ellicott-Pesic

Mr. Alexanderian appointed Ms. Franza to take the minutes for the meeting.

Introduction of Guests

There were no guests.

Public Comment

There was no public comment.

Electronic Voting and Actions Taken Since Last Meeting

On December 11, 2013, during Closed Session, the 2014 Board-Elect elected the following members to the Executive Board:

1. President - Yuri Alexandrian
2. Executive Vice President - Maryann Franza
3. Director, COMP - Steve Bried
4. Director, REC - Jan Rutter DeVilbiss
5. Treasurer - Sean Lee
6. Secretary - Heidi Ellicott-Pesic
7. Committee assignments were also made and Board members were encouraged to reach out to others in the membership to join committees, with particular emphasis on the candidates to the Board that were not elected. Committees are to meet to elect a chair, recruit members and define 2014 goals/priorities:
 - Audit Committee
 - Compensation Committee
 - Finance Committee
 - Investment Committee

- Protests & Appeals Committee
- Rules & Regulations Committee
- Special Events Committee

Approval of Minutes

December meeting minutes approved as presented and are to be filed for audit. The December AGM minutes were reviewed and will be posted. They will be presented for approval to the membership at the next General Membership meeting.

Referee Coordinator Report

Mr. Todd Diehl was available for questions. Mr. Diehl reported that they are working to get a trainer to do a referee course for last two weeks of February (for college and adults primarily).

Introduction of Staff

Mr. Kepcija and Mr. Mittler introduced themselves and explained their roles as well as the roles of the staff to help the new board understand functional responsibility.

STAFF REPORTS

-- Technical Director

Ivan Kepcija provided an update on the status of the COMP coaches for the 2014 season. Mr. Kepcija and Mr. Bried are conducting exit interviews of the coaches who will not be returning and will work on creating a process for exit interviews of coaches going forward.

Mr. Kepcija moved to approve the following as SRS coaches for the 2014/2015 season: Felix Jaekel, Darrel Wilkins, Missy Strasburg, Paul D. Swanson and Matt Mitchell. Motion carried unanimously.

Mr. Kepcija also moved to approve the coaching slate for 2014/2015 as presented. Motion carried unanimously.

-- General Manager - Mr. Mittler

Mr. Mittler reviewed the two bids for the flooring for the Futsal facility (SnapSports- \$52,500 and Sports Court \$71,000). Mr. Mittler recommended that SRS engage SnapSports based on several factors, including: SnapSports has a longer warranty - 16 years, it has a cushion on the snaps, so we don't need a rubber underlining, and the vendor will paint the lines on the floor. He also noted that with this product, we can get volunteers to install the floors and the vendor will supervise. The board concurred with Mr. Mittler's recommendation.

Mr. Mittler reported that the City is adding a Sanitary Fee (\$10,000) to make the changes to the restrooms. Mr. Mittler will contact the City to explain what we are doing and see if we can reduce or eliminate the fee.

Mr. Mittler reported that the architectural cost went up a little (\$4,250). The additional costs will be pulled out of the contingency line item; reducing the contingency line item to \$15,750.

Mr. Mittler will go over the REC, Copper Select, COMP surveys at the end of the meeting.

Mr. Bried moved to approve the expenditure of not to exceed \$196,000 for the Futsal Facility

build-out, including equipment and flooring, which budget will come out of the Reserves budget/line item. Ms. Franza seconds. Motion carried unanimously.

Ms. Franza moved to authorize the purchase of goals for the outdoor fields and new futsal facility at a cost not to exceed \$33,000 out of the Equipment budget line (\$20,000) and Reserves budget/line item (\$13,000). Motion carried unanimously.

The goals and nets need to be locked up to keep them safe and maintain them when not in use. With the purchase and use of these new goals, SRS will ask that TVSC, adult soccer league and the City of San Ramon contribute to the cost of nets, etc.

Mr. Yolland moved to authorize the extension of the PCA contract which is slightly below the budget line item and sign the agreement. Motion carried unanimously.

There will be a Positive Coaching Alliance session for the 2014 SRS Board on Wednesday, February 19 at 7:30 pm at the new facility for ALL 2014 Board members to attend. Mr. Alexandrian asks that all board members make every effort to attend in person, and worst case, call in if unable to be there.

Mr. Mittler raised the request by some of the older competitive girls teams that they have a third jersey option. Parents are requesting this option because the current jerseys do not fit the older girls. Mr. Mittler will come back with a more formal detailed proposal at the next meeting.

-- Office Manager - Ms. McQuiston
No report.

-- Equipment Manager
No report.

-- Marketing Manager
Ms. Holden resigned. The Board and staff discussed finding a replacement. Mr. Kimble offered to assist with try-out marketing until the position is filled.

Ms. Franza noted that Ms. Ellicott-Pesic was trying to work through PTA channels to find out how to get information out to the schools through PTA. **Action item: Ms. Ellicott-Pesic**

PRESIDENT'S REPORT - Mr. Alexandrian

Mr. Alexandrian proposed to hold a 2014 Board and Executive Staff goals setting session during the SRS Board Executive Committee meeting on Wednesday, January 22nd at 7:30 for ALL Board and executive staff to attend (may have a PCA facilitator).

Mr. Alexandrian appoint Mr. Kimball to lead the Fundraising/Sponsorship committee with committee members to include: Mr. Mittler, Mr. Warrington(?), Marketing Director, Mr. Ramirez, and possibly follow up with those that ran for the BOD.

Mr. Kepcija brought up the idea of joining with other Clubs on training sessions (1x/week or 1x/ month and maybe tournaments). Mr. Bried asked to have a laid out proposal with more details and an action plan. **Action item: Mr. Kepcija**

EXECUTIVE VICE PRESIDENT REPORT - Ms. Franza

Ms. Franza will remain the Referee Liaison.

Ms. Franza proposed a way to reduce the inventory of Body Armor. The Board agreed to give a bottle to players trying out as they leave tryouts and to sell a case for \$10 as a "donation" for the new shed to be placed at Rancho Ramon.

TREASURER'S REPORT - Mr. Lee

Mr. Lee just gained online access to the accounts today. He is working on creating a form for us to track the budget more closely. He asked Ledgers to start the new fiscal year in January 2014.

Mr. Lee moved to allow the SRS General Manager [or Technical Director] to be a signatory on the SRS checking account and be authorized to sign one of the two signature lines, so long as at least one authorized Board member also signs the checks. Authorized Board Members to include the Board President, Executive Vice President, Treasurer and Secretary. In the absence of the GM or TD, two authorized Board members may sign the checks. Mr. Ramirez seconded.

The Board discussed the need to review whether this is a delegatable authority under the current bylaws, and if not, whether a minor change to bylaws is in order. The bylaws were reviewed and it was determined that this authority was not delegatable. Therefore, the motion was withdrawn.

Mr. Lee moved to limit cash withdrawals from the checking or savings accounts to \$500 per day unless two authorized Board signatories authorize in writing to raise the limit in an unforeseen circumstance for approved expenses. Motion carried unanimously.

VP OF ADMIN REPORT - Ms. Ellicott-Pesic

There were no questions on the report.

Director, COMP Programs - Mr. Bried

Mr. Bried stated that Mr. Warrington will be informally providing him support and assistance this year.

Mr. Bried asked that all BOD members sign up to attend/assist at Tryouts (including clean-up) and wear SRS gear. He urged that we need to communicate to players, including Copper Select, that they should attend all days of tryouts. Copper Select coaches are expected to attend all tryout sessions applicable to their gender/age group.

Mr. Bried and Mr. Kepcija are working on ways to incentivize and recognize coaches that are doing a great job. Mr. Kepcija would appreciate any input on ways to do so, not just monetary.

Mr. Motta and Mr. Kimble suggested that at tryouts, the presentation to parents include technical points on expectations and how we care for their children (evaluations, futsal facility, quality coaches, licensing, etc.).

An updated version of the Tryout Flyer from last year will be provided at tryouts. Mr. Kepcija and Mr. Bried are working on the update.

Director, REC Programs - Ms. Rutter DeVilbiss

Ms. Rutter DeVilbiss met with Mr. Rogers and Mr. Cervantes on how to increase numbers for REC and Copper Select.

STANDARD COMMITTEE REPORT

Rules & Regs/Bylaws

No report as the committee has not yet met.

Finance

No report as the committee has not yet met.

Nominating Committee

No report as the committee will not be formed until summer.

Special Events

No report as the committee has not yet met.

Fundraising/Sponsorships

Mr. Kimball provided a brief overview and asked for volunteers to join the committee to meet and come up with a formal proposal for a later date

Review of Action Items:

Action item: Mr. Mittler / Ms. Franza

Ask the other user groups (TVSC, adult soccer, City of San Ramon) to help contribute to nets, etc. If not, we need to lock them up. Also review which fields need goals and whether we need a storage shed at Rancho.

Action item: Mr. Mittler

He will come back with more information regarding the third COMP jersey: design, colors, reasons why they want a third uniform.

Action item: Mr. Kepcija

Bring a detailed proposal about joining with other Clubs on training sessions (1x/week or 1x/ month and maybe tournaments).

Action item: Ms. Ellicott-Pesic

To inquire about sending information to the schools through the school PTA websites.

Adjournment

There are being no further business before the Board, Mr. Alexandrian adjourned the meeting at 10:15 pm.

Maryann Franza
ACTING FOR Heidi Ellicott-Pesic
Secretary
SRS Board of Directors

Date Approved