

**SMSC Board of Directors Meeting
Club Administrator Report
September 28, 2009**

Coaches/Teams:

- **Registration continues as new players are added to the teams.**
- **Working with Amy to streamline the registration process for the new players for insurance purposes. Players need to be properly registered before taking the field for training and/or games.**
- **US Club cards are finished.**

Sponsorship:

- **Asking teams to provide sponsors in the amount of \$500 each. Currently, we have \$3500 collected & \$1500 to go.**
- **Fundraising efforts will kick-off this month with Robin Redmond in the lead. We have asked each team to provide the Club with at least \$500 in fundraising funds.**
- **Tad was able to secure a \$2500 donation to SMSC from a family foundation.**
- **Amy secured \$1000 grant to SMSC.**

Web site:

- **Web site is currently being updated with all new coach/team official info.**

Registration software and payment plans:

- **Will continue to research GotSoccer as a possible registration product for our Club. Will meet with Amy and Rick to decide if this product will meet our needs.**
- **Entered payment plan families into Quickbooks and sent statements out. Needed to streamline this process since so many families took advantage of the payment plan option. I have ideas to improve the current system for spring.**

Scholarships:

- **Currently, we have 24 scholarship requests for the fall season. Most of our scholarship requests came in the last month with the new additions to the Club.**

- We are requiring scholarship players to pay a \$100 fee per calendar year. They are required to work 15 hours per soccer season as a referee, AR, fundraising event, or tournament. Phebe Bell is coordinating the scholarship program and is currently working with Heidi Reynaud, Referee Assignor, and our team managers.

Background checks:

- All Coaches need to complete their background checks every 2 years for GBYSL and US Club soccer. Once a year for DOJ check

Newsletter

- Creating a Club newsletter template. Would like to find someone who fills in template every month during the soccer season for updated info. Send out as email attachment and post to the web site.

Team Managers:

- Had a great meeting with our team managers. Everyone is up and running and learning the role. After this season, we will get together and create a formal team manager binder.
- Team managers have been asked to make notes on how to streamline their duties for next season.

Labor Day Tournament

- Assisted every committee member as needed.
- Registration (check-in) ran smoothly with the help of our wonderful volunteers.
- Attended wrap-up meeting and everyone present had fantastic ideas to make our event even more successful next year.
- 29 teams attended with \$13,000 in team fees including our SMSC teams.
- Tournament committee secured 18 paying and in-kind sponsors for the tournament.
- Tournament committee agreed to start meeting in January for our next event, but want to advertise now.

Looking forward:

- Tryouts (Evaluations) will occur mid-November for our spring season.
- Flyers can be distributed throughout the school district starting around October 1st. The last day to distribute will most likely be towards the end of May. I will obtain this information and place it on our office calendar

Suggestions:

- Sponsorship coordinator-I would like to suggest that we actively search for a sponsorship coordinator for our Club. Someone who knows the community and local businesses. A person who feels comfortable entering businesses and sharing our vision and willing to ask for a sponsorship.
- Start advertising our tryouts (Evaluation Sessions) very soon. We won't have exact dates for the tryouts, but I highly suggest we start getting the word out about what we offer and what we can provide.
- I would like to discuss the current \$225 price tag we have on the developmental side of our program. Would it be more attractive to families if we had a lower price point? We want families to give us a try, but I have been receiving feedback that our \$225 price is too high. Do we add something to the package? Ideas?
- Scholarships for spring season: How many can we afford as a Club per season? Should we divide scholarships evenly throughout the teams? Scholarship application deadline? Do we still accept apps towards the end of the season? If max is reached, what are our options? What structure is in place with other Clubs/Leagues? Would like to create a Club "timecard" to use for next season to help with tracking hours with AR/Referee/Volunteer hours. Heidi and I discussed earlier this week and we feel this would be a great tool for Phebe and Heidi. It makes people accountable for their own time.