

**SMSC Board of Directors Meeting  
Club Administrator Report  
April 20, 2009**

**Coaches/Teams:**

- All fall teams are required to renew their US Club cards. I will need 2 new photos of every player who wishes to participate in the fall.
- GBYSL player registrations will be due in July after tryouts. The fall is the start of the new soccer season.
- All coaches will need to be registered in the fall with GBYSL. New photos will be required.

**Meeting space:**

- Currently using the Sierra High School classroom for Parent Advisory and Coach classes.

**Sponsorship:**

- Finished IV/TC sponsor database with help of a volunteer. IV businesses will be mailed sponsor letter and brochure. We are focusing on STP.
- BOD is helping with contacting Truckee businesses as follow-up.
- Continuing to help Amy research local/National grant opportunities
- Created team sponsor database. A few teams need to secure spring sponsor. See handout.
- Continuing to use The Real Graphic Source for our printing.
- \$4250 in team sponsors so far. \$150 towards scholarship \$500 towards our Summer Program \$250 Tournament sponsor.

**Web site:**

- Currently have 2 parent volunteers helping update the web site. Updated weekly.

**Scholarships:**

- Scholarship database is up and running. \$5775 in scholarships so far this year.

**Team Managers:**

- Sent out pre-season reminders to managers. Always welcome comments, suggestions from our managers. Will set up post season meeting.

#### **Background checks:**

- Still need copies of CPR/First Aid cards from coaches who have completed their training.
- Have logged into the DOJ site and was able to check off 10 coaches who completed their DOJ check.
- All coaches have completed their US Club and GBYSL requirements.

#### **Hotline**

- Up and running 587-2633. People are using it!

#### **STP:**

- 2300 flyers have been distributed to all TTUSD elementary students
- Incline student flyers have been distributed
- Starting to receive registrations for the STP. Will continue to register participants in the upcoming weeks. As of today we have 90 spots filled.
- Will send out 2<sup>nd</sup> round of school flyers this week
- Hanging banners around town announcing STP/Free Clinics and walk-in sign-ups
- Have extended registration deadline

#### **Player Database:**

- Created database of all players thanks to team managers and coaches who provided me with player/parent information. We are using this information to communicate more effectively with our club members and parents. Still correcting some email addresses

#### **Awards BBQ**

- Date is June 27<sup>th</sup> Will assist Robin.

## **SMSC Tournament**

- **Date set for Labor Day weekend. Fields secured. Will work on tournament application and assist Amy with insurance. 1<sup>st</sup> flyers sent out to GBYSL announcing tournament.**

## **Adult Tournament 7v7**

- **Date set for August 1<sup>st</sup> and 2<sup>nd</sup> in Tahoe Vista. Fields secured. Will assist Amy with insurance. 1<sup>st</sup> flyers sent out to GBYSL announcing tournament.**

## **Triathlon**

- **SMSC has signed up to help this event by providing 30 volunteers. We will be compensated for our work. Date is July 19<sup>th</sup>. Need coordinator.**

## **Newsletter**

- **Creating a Club newsletter. Will be sent via email. Hope to have it out in the next month. May be monthly or bi-monthly.**

## **Open House-Glenshire**

- **Table at Open House. Answered questions about the STP.**

## **Suggestions:**

- **Uniforms-Club owned uniforms should be returned at the end of the season by all players. Club should re-issue the uniforms in the fall season for a cost. New uniform kit costs \$80. I suggest we sell the Club owned uniforms in the fall/spring season for \$50 - \$60. 150 players X \$50 = \$7500 for the Club. Another \$1500 for the Club in the spring season with the sales of the additional 30 uniforms.**
- **Sponsorship coordinator-I would like to suggest that we actively search for a sponsorship coordinator for our Club. I do not have enough time to properly contact businesses and people in the community for sponsorship donations/contributions.**

