

St. Vrain FC Board of Directors (BOD) Meeting

Wednesday, December 8, 2010, 7:10 – 9:10 PM

Present: Bill Zietlow, Mike Clayton, Keith Malang, Steve Lepper, Timothy Laxson, Eric Grabau, John Stringer, Chris Rzepiennik, Hector Rubi

Minutes/notes by: Bill Zietlow

Action Item Summary

Action Item 1: Mike and Eric will continue to work on revenue and cost forecasting methods and present a first draft at the next BOD meeting.

Action Item 2: The BOD and staff will budget approximately \$2000 for a new server and Microsoft Office software for the office for 2011.

Action Item 3: The BOD unanimously agreed to authorize a maximum of \$1400 to send competitive coaches to the Boulder Coaches Symposium on January 29 and the staff will get a list of coaches who will attend by next BOD meeting. We all will also consider a coaches' training budget item for next year.

Action Item 4: The Club-wide survey will go out at end of the week. Rich and Steve are still working on separate survey to ask coaches about voucher policy.

Topic 1: President's report - Keith

Essence of Club

We, the BOD and staff, need to present a unified front to the community and Club members, even if we have internal differences of opinions. The BOD, staff, and membership are equal parts of our organization and each need to consider the opinions of the other parts and focus on the greater whole and our players.

Finances

Later this month we should be able to transfer approximately half of the \$xxx transferred last month from savings into check back into savings due to receipt of competitive registrations for Spring 2011. Keith and Steve will work on developing predict revenue tools over the winter to anticipate cash flow issues like this.

Topic 2: Staff report – Steve

Since the last BOD meeting, staff has been developing big-picture Club organizational and strategic plans; not ready to present yet.

Topic 3: Old Business

Winter indoor t-shirts – Keith

Although the process of the decision to provide shirts for indoor teams was somewhat flawed due to rushed timing and incomplete communication, the intent was to reward Club members and promote the Club. The BOD will try to follow process more with future decisions. For now this program is suspended for the remainder of this winter season. If the Club wants to do this again next year, the process will be planned ahead of time.

Topic 4: New business

Scholarship fund donation - Steve (on behalf of Michelle)

Thank you note from girls' team with donation for scholarship fund

Proposed office server – John

Total required software, hardware, and labor for set-up will be approximately \$1800 for server and network, including Microsoft Office update. This would enhance our information security and improve document sharing among staff rather than moving to “cloud” storage. We all agreed that this seems to be a good idea and we will budget this item for 2011.

This leads to a separate issue of difficulty of setting a Club budget due to our current lack of good revenue and cost forecasting methods. Mike and Eric will work on this and present a first draft at the next BOD meeting.

The phone messaging system isn't great due to the limit of 15 messages. An upgrade would be separate from the server and network.

Boulder Coaches Symposium – Steve

January 29, approximately \$100 per person. Training sessions by college and Rapids coaches. Staff proposed to take all advanced staff coaches, 10 to 15 people total (U11 and above). BOD agreed to authorize a maximum of \$1400 and staff will get a list of coaches who will attend by next BOD.

Mike is working on coaches' reimbursement procedure.

January BOD meeting – Steve

Staff proposed moving January BOD meeting to January 19. We will have BOD executive session January 12.

Survey- Steve (on behalf of Rich)

Club-wide survey will go out at end of week. He and Steve are still working on separate survey to ask coaches about voucher policy.

Topic 5: Club communication - Eric

Staff and BOD should focus on direct communication, inside the Club, and present a unified front to the community, membership, and other Clubs.

Topic 6: Chamber of Commerce – Keith

In order to maintain a presence in the community, the BOD unanimously agreed to continue membership in the Longmont Chamber of Commerce. We will all try to go to Chamber events more often and we will re-evaluate the benefit of this membership to the Club as we go.