



**HSC BOARD MEETING MINUTES**  
4/22/2013, 7:00-8:30+ pm, Round  
Table Pizza, DVC Pleasant Hill

**Attendees:**

Ellen Lawrence  
Gina Pfaff  
Andrea Barrios  
Kristy Safarians  
Jill Montaquila

Julie Hood  
Greg Young  
Phil Arnold  
Julio Borge  
Deby Vaughn

Kim Ban  
Susie Mendelssohn  
Cesar Chavez  
Loren Irwin

**Commence: 7:13 PM**

**1. Review minutes from last meeting**

- passed

**2. Old Business**

- Julie Hood to research storage facility in Pleasant Hill near police station
  - ✓ Did not hear back from the storage facility
- Indoor Leagues
  - ✓ We are done;
  - ✓ All deposits from all teams have been paid
  - ✓ We need a final invoice from the facility
- 2012 Budget
  - 4/22/2013, owed \$7,732 (2%)
  - 3/18/2013 508 players, owed \$13,217 (3%)
  - 1/22/2012 508 players, Owed \$16,314 (4%)
  - 12/17/2012 508 players, Owed \$18,354 (4%)
- Closing up 2012 budget – still in progress
  - There are a just few line items to review, 2012 Taxes Due May 15<sup>th</sup>.
- HSC Volunteer Concord High Coach Incident
  - Email sent to Travis Watson and Alonso Jimenez with the board's decision
- Carlos Torres asks that Julio and Board address the issue of how complaints are handled. See Review Board Agenda Item. Recommendation that we consider including in our contracts that if not notified by a certain date then safe to assume that their contract will not be renewed; will need to discuss at next meeting when we are scheduled to discuss contracts. Need formalized education tool to create process in which complaints are discussed and resolved; need open communication

**3. Ken Dami, Tesoro, is unable to make the meeting. Rescheduled for May 20.**

**4. 6v6 ~ Gina**

- Discussion regarding tshirt press to make shirts online
  - ✓ would be good idea to have shirts available for tournaments
  - ✓ caution against ordering boxes of shirts that may not sell
  - ✓ better to have logos rather than premade shirts
- Sponsors
  - ✓
- Fundraising
  - ✓ Need to decide how the credit will be allocated
  - ✓ Action photographer
  - ✓ Charging for parking?
    - Other clubs do this to raise funds
    - We should NOT do this with Tesoro because they have rules regarding no stopping along fence, they have employees coming and going, they likely will not appreciate anyone charging to park at their facility
- Volunteers
  - ✓ Julie Hood will assist with getting volunteers

- ✓ In an effort to get volunteers, will require teams that want a booth will need to provide 3 volunteers for the club fundraising events; we need someone to manage this.
- ✓ Gina will check with Martinez baseball whether they will have a tournament that weekend; if so we won't be able to use the snack shack
- Marketing
  - ✓ Will provide information ahead of time of what foods/services are available
- Booths
  - ✓ other than the ones being handled strictly by the club (merchandise), should be up for grabs by lottery (food shacks)
  - ✓ we need to have garbage dump runs throughout the day to keep the trash under control
  - ✓ all premade food must be prepackaged; cannot make food onsite
  - ✓ would be good to have coffee booth in the morning
- Gina needs to know which teams want to play in the 6v6 so that they don't get left out

## 5. DOC Update ~ Julio

- **Contracts**
  - ✓ Almost done; a couple of coaches still need to reply
  - ✓ Should have everything done by Friday
  - ✓ We have new coaches in the older age groups so we need to get the finger printing done before we sign them
  - ✓ Direct deposition takes about a week and most of the new coaches are aware of this.
- Collecting money
  - ✓ The coaches will get emails daily re money owed
  - ✓ need to send their rosters and we will collect \$300 non-refundable by 4/24
  - ✓ we have 360 players registered so far (should be closure to 500)
  - ✓ the players who still owe are either not returning to the club; those returning must pay their arrears plus the \$300 deposit
  - ✓ one player left for DFC who will not allow the player to register until he pays our club first
  - ✓ we don't have recourse to get the money, typically, if the player leaves soccer altogether
  - ✓ we only lost 2%
  - ✓ Got Soccer have a feature where those who owe can be notified by email reminders
  - ✓ Ellen would like to have a form for everyone on financial aid where these issues are addressed
  - ✓ Need to make sure it is clear that the club is following through with collecting fees
  - ✓ Hope Fund? Should look into possibility of getting some players nominated for this award: Phil will look into this (Lee Kirmsee)

## 6. Referee Update ~ Loren

- We are still short a couple of people for May 6, 8, 13 18 class
- Will talk to Gina re 6v6
- Will need to buy some things and he will give list to Jill
- Coins will be in at end of month
- If board wants to see his observation emails see him individually
- Wants feedback on good referees

## 7. By Laws Update (see attached) ~ Phil

- Phil has made edits; please review; send email to Phil with comments
- Intent was to make it as concise as possible without being too rigid
- Created coaches review board so that we have an audit trail
- Jill will work with Phil on completing this

## 8. Roles/Responsibilities of Board (see attached) ~ Ellen

- Ellen will email each members roles out individually

## 9. Older Player Registration Day ~ Julio

- 4/24 from 7-9
- Kim will send email to Julio re what she needs from the players for registration

## 10. Financial Aid Recipients ~ Ellen

- **Volunteer hours with amounts**

## 11. Marketing

- Announcements to club, flyers, eNewsletter, facebook, twitter, etc
- Updated Web: teams, all club info, resources.
- NEED to update Coaches bios/info – announce new coaches/consultant Marco Sanian
- Mark DeSaulnier's resource fair: Sponsor donor letter/Yellow Flyers

**12. Behavior on the Field (Respect Program and CRB) ~ Phil and Ellen**

- Created to help assist coaches with their responsibilities as well as support

**13. 2013 All Club Meeting – date/location**

- Venue options: Fuddruckers or contra costa water district
- Ideas on how to get people to the meeting: awards, raffle, prizes (\$100 of registration, 6v6 parking space)

**14. New location for board meetings**

- Fuddruckers
- Chief Swanger's Community Service Room, Concord
- CCCOE 77 Barbara Rd, PH

**15. All - Calendar Update– Post on Web and Facebook**

- Ongoing Fridays Academy and HSC
- Goal Keeper – Caillin Mullins, Bojan, Pablo Training starting within a week or two
- All Club Meeting – date/location tbd
- Referee Training
- 6v6
- Board Meetings May 20, 2013
- Need better way to get updates out; possibly team managers (Deby will look into getting list of team managers)

**16. Fields: Greg**

- Alhambra High not available for practices or games in September or October; however, we will probably be able to use the grass;
- Greg will meet tomorrow to take a look