

# Eugene Metro Fútbol Club

## Board Meeting Minutes

Date: March 12, 2007

Location: Smith Family Book Store

Start Time: 6:00 pm

End Time: 8:30 pm

Attendees: Evon Smith, Guy Arbogast, Steve Cooney, Mac Wilson, David Davini, Chuck Wilson

### **Minutes:**

#### **Introductions –**

#### **Treasurer's Report – Evon Smith/Flo DeLaney**

There is no treasury report available tonight. We will go over financials at the next board meeting

#### **Director of Coaching – Mac Wilson**

a) Proposal for coach's salaries. Questions on increase in coaches pay from multiple members. We must stay aware of the older team's coach's costs in cases where the roster size is low. Some concern about percentage increase of coach's pay..

b) Discussed fees for summer tournament. Discussed whether fees to cover hotel room for coach every night, plus \$40/day stipend. Concern over whether a coach's room should be paid if they choose to drive home each night from the tournament.

c) Discussed importance of coaches resting properly at tournaments and encourages coaches to spend time with their team's families off of the soccer field.

d) Discussed procedures on how to reserve hotel rooms ahead of time for tournaments. Estimate 8-10 hotel rooms per team. Primary concern is Seattle tournament availability of hotel rooms.

e) Board approved purchase of two portable & lightweight goals to store at 32<sup>nd</sup> and Main St. fields.

f) Discussed the potential need for a credit card for situations such as the need to reserve hotel rooms in advance. Discussion left undecided.

g) Discussed the potential of DOC to offer coaching packages to perspective new coaches. Discussed the need for the board to be aware of financial offers made to coaches that are beyond one season in advance.

h) What are next steps for informational meeting on April 16? Flo, Evon, and Mac will establish a list of details that need to be addressed ahead of the informational meeting and tryouts. Questions/issues:

Advertising, fee structure, forms, organization of actual tryouts  
\*\*Plan to have information for tryouts ready to hand out at Spring break C amp. Flyer with specific details on the tryouts location, age groups, etc.

### ***EMFC Board Officers***

Proposal to keep all of the officers intact made by David Davini. (See Motions)  
Decision to table the vote until tomorrow so all board members can vote via email on this proposal.

David Davini proposed the idea of adding a new role on the board starting in 2008. New role would be "Past President." Out going president would maintain board position and voting rights but assume a non-executive role.

Steve Cooney stated that we would probably need to amend the bylaws. Steve C. will look into bylaw issue..

### ***New Paid Positions***

#### ***1. Book Keeper and Office Clerk***

a) Discussed plan to write a simple job description and send it out to members in the club at the same time as advertising externally. We will get the advertisement out by the end of this week. David D. suggested placing an ad in Sunday's paper and email club families on Friday. Request a cover letter, resume.

b) Twenty hours/week. Must have knowledge and experience with financial book keeping software, good communication skills, background check.

c) Discussed whether to pay the new staff member hourly or as a salaried position. How can we clarify, supervise, check the hours actually worked? David Davini suggested that we agree to approve the position but leave the pay scale out for now. A proposal will be created and emailed out to board members at a later date for approval.

d) Motion by David D. to begin process of interviewing for a part time office worker. Seconded by Guy A. and approved by board. (See Motions)

#### ***2. Club Registrar - David D. suggested a monthly salary of \$175/month over twelve months. Board recognized that this pay does not fully recognize the number of actual hours put into this job. This position will not be advertised but will be offered to a qualified person.***

Steve Cooney made a Motion to define a position called Registrar and pay that person a yearly salary of \$2,000= \$175/month. Vote is tabled for now until full vote can be completed via email tomorrow. (See Motions)

#### ***3. Web Site Coordinator- Web Site Coordinator- A motion to pay this role at a salary of \$1,200/year or \$100/month. (See Motions)***

### ***Player Fee Proposal***

Discussed combining fees for fall and spring into one annual fee versus two separate seasons/fees. Discussed whether there is a need to raise spring fees due to longer spring season and high costs of field rental with lights. Motion made by David D. to maintain fall fees at \$795 and increase spring fees to \$300 to cover additional cost of lights and overall field rental. Seconded by Steve Cooney . Vote will be tabled until full board can vote on motion through email tomorrow.

Discussed whether club can sustain cost of added positions without raising fees.

### **Sponsorship Proposal**

Chuck checked clubs all over the world to see what options are being used by other non-profits to solicit corporate sponsors. There are a variety of options being used by different organizations. Numbers selected/proposed were in the middle range of other organizations numbers. Discussed the suggestion of offering one bank, one car dealer, etc. and ensure that each company does not have any of their competitors also become a sponsor.

Sponsors donations would be channeled directly to a player's scholarship need. Suggested creating a profile defining "who the company is actually sponsoring."

Discussed how much is the correct amount to request from companies.

Board gave general approval for Chuck to pursue these potential sponsorships. Board requested that Chuck run specific companies names by them before soliciting those companies.

### **Risk Management**

Evon talked about organizing all club policies into easy to find formats that are easily accessed. Evon asked for assistance in identifying what specific policies we need to maintain and clarify, which ones we lack, which ones we need to improve. I.e.- a more business approach to hiring leadership positions. Make sure to check references of new coaches before hiring.

### **Motions:**

- Minutes from last meeting were approved unanimously.
- Motion to retain current Club Officers through 2007/2008 passed unanimously on e-mail vote.
- Motion to approve the hiring of a Book Keeper/Office Clerk passed unanimously.
- Motion to pay Club Registrar passed unanimously by e-mail vote.
- Motion to pay Web Coordinator passed unanimously.