Loudoun Soccer Board Minutes
Monday, August 6, 2012
National Conference Center

Calling of the Meeting to Order: Tom Thomas at 7:17 p.m.

Board Members Present:

Tom Thomas	Steve Szczypinski
Chris Stanley	John Warner
Polly Downey	

Board Members Absent:

Frank Mencini	Rob Russell
Robin Phillips	Mark Ziegler

Also in attendance: Craig Koch (Director of Business Operations), Darryl Gee (Technical Director), Sharon Wells (TOP Soccer)

Proceedings:

Tom began the meeting by reading the Loudoun Soccer mission statement and club core values.

New Business:

1. **<u>Meeting Minutes – Chris</u>**
   a. Chris handed out copies of the July meeting minutes, previously distributed via email to board members, for review and approval.
   b. After review, Tom motioned to approve the July minutes with minor amendments. Steve seconded so minutes were approved.

2. **<u>Operational Update - Craig</u>**
   a. Travel Revenue continues to come in and will continue up until the Labor Day Holiday weekend tournaments.
   b. Recreation Spring 2012 Survey scheduled to be analyzed this week.
   c. 2012 Fall registration is underway and as of 08/05/12 currently at 90% of goal. Looking for ways to increase number of Recreation players.
   d. Travel Team websites – approximately 2 dozen teams have contacted Craig about setting up team websites using Blue Sombrero.
   e. Soccer Fiesta with R.O.C.K of Leesburg – 2nd event of the summer to be held 08/10/12 with the Leesburg Police targeted at the neighborhoods that they feel are considered “at risk”.
   f. Adult League to launch 08/10/12 with 5 leagues – mass email has been sent to 20,000 homes announcing the start of the league.

3. **<u>Financial Updates – Craig</u>**
   a. January to June 2012 has been seasonally adjusted to include only Spring 2012 Revenue and Expenses.
   b. Accounting system to be upgraded to include various classifications based on programs offered – this will allow for a better tracking of revenue/expenses by program and season.

4. **Loudoun Soccer Park Project Plan – Craig**
   a. Lights are up and parking lot is being graded. The last of the field base level is going in then the paving will begin.
   b. 08/13/12 – the Field Turf is scheduled to arrive, pending completion of the paving.
   c. Scheduled use of the fields for playing is the week of 09/08/12.
   d. Storage, bathroom and concession stand to start week of 08/13/12 and scheduled to be completed by 3rd week of September.
   e. New Office – developer has drawings and will be pulling permits to begin demolition by the end of September.
   f. Contingency Plan – Craig to ask for extension of current office space lease until end of October
   g. Park manager – interview two candidates and hope to make offer to one by 08/10/12.
   h. Sponsorship – Craig met with local company to work with Loudoun Soccer to sell sponsorship at Loudoun Soccer Park. Board agreed there will be no rentals to competing clubs, no alcohol advertising, however; wineries/restaurants are permitted.
   i. Capital Campaign – currently developing campaign and Craig will be meeting with companies to retain their services to assist in the Capital Campaign.
   j. Entity Formation – agreed to setup Loudoun Soccer Park LLC to oversee the new complex.
   k. Lease – final redline of lease to be completed by 08/10/12.

5. **Technical Update – Darryl**
   a. Tryouts – over 1,700 players tried out and we formed 73 teams, with over 1,000 players participating in the Fall of 2012.
   b. Finalized an agreement with Cheers Sports for them to be the official uniform provider of all Loudoun SFL teams
   c. Finalized an agreement with Sterling Soccer to be the official Adidas uniform provider for the new U8 Academy Program.
   d. Dave Scruggs hosted the E License coaches course – was very successful. Also, the D License course coming up 08/10/12 to 08/12/12 is sold out.
   e. The final counts are in from the Summer Camp Series and a significant increase from prior year.

Tom motioned to adjourn the meeting, Polly seconded the motion. The regular meeting was adjourned at 9:34 p.m.

Executive Session

- Held following a brief recess after the regular meeting with attendance by the Board members and Craig covering the following:
  1. Events/Planning/Tournament Coordinator – Craig is putting together a job description for this full time position.
  2. Compensation – approved salary increase for Director of Travel.
  3. 403K Status – agreed to reinstate match to 4% of pay with $3,000 maximum – to start upon hiring.
  4. Strategic Planning 2013 – Board to hold meeting with staff to come up with ideas and plan for 2013. Currently scheduled for 08/30/12 at local restaurant.