Loudoun Soccer Board Minutes
Monday, October 4, 2010
Morven Park Boardroom

Calling of the Meeting to Order: Tom Thomas at 8:05 p.m.

Calling of the Roll:

Tom Thomas	Robin Phillips	Lou Arroyo	Kendra Davenport
Frank Mencini	Peter Walther	Jim Bonfils	Polly Downey
Alan Foy	Dave Edwards	Darryl Gee	

Guests: Frank Milligan- Executive Director, Morven Park, Sharon Wells

New Business/Review of Open Action Items:

1. **Presentation from Morven Park**
    a. Frank Milligan presented an overview of Morven Park and some of Morven Park's initiatives to generate revenue for the Association. Several areas of collaboration exist where Frank and the Morven Park Board of Directors are interested in exploring with Loudoun Soccer.

2. **Approve Minutes**
    a. The September minutes were not presented. Lou will get the minutes from Kendra and present to the board for approval at the following meeting along with the revised August and October.

3. **Review and approve revised expense approval process**
    a. A recommendation was made to reduce the signature authority for checks to the following:
        i. Office Manager: up to $500
        ii. Executive Director: up to $1999
        iii. Executive Director: $2000 and up after receiving approval by the President or Treasurer.
    b. The aforementioned recommendation was adopted unanimously.
    c. As a result of the revised policy, Jim will augment section 706 of the financial policy and submit for approval by November.

4. **Review working hours/OT/vacation approval process**
    a. After review of the current operational guidelines for reviewing working hours, overtime, vacation, etc. the following actions were adopted:
        i. Alan will now absorb payroll, working hours, vacation as well as sick days approval.
    b. The change in operating policy will also be reflected in the financial policy.
    c. Alan will revise office hours and stagger office staff accordingly to enable the office being open longer.

5. **Update on U8 Dev Academy**
    a. Darryl Gee gave an update on the early success of the U8 Development Academy. We had a record number of players tryout. The final count for the tryouts was 98 boys and 87 girls. Several emails from the parents of those players that attended the tryouts complimenting the coaching staff and how organized the tryout process went were also presented.

6. **KidSafe Risk Management /Compliance Brief**
    a. Due to time constraints, the KidSafe Risk Management presentation was postponed until next month.

Tom motioned to adjourn the meeting. Lou Second the motion. The meeting was adjourned at 10:11 p.m.

Executive Session: