

David Douglas Soccer Club, Inc.

www.ddsoccer.org

DDSC Minutes January 4th, 2016

Attending:

Club Officers

Justin Elliott	President
Sandra Hardy	Director of Coaching
Jose Deza	Micro Coach Coordinator
Heladio Cruz	Referee Coordinator
Michael Shean-Jones	Secretary
Greg Shaffer	Director at Large
Josiah Lute	Vice President
Brett Kimball (via phone)	Treasurer

Guests

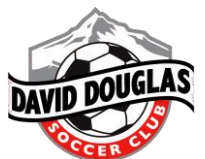
Erika Lute
Angela Smith

Call To Order: 7:13pm

Adjourned: 8:55pm

Discussion

1. Roberts Rules of Order
 - a. As a club in order to encourage discussion and participation we're going to focus on a couple of points:
 - i. Everybody speaks once before anyone gets a second chance to speak
 - ii. Non-Agenda items can be brought up, but only between other discussion items
2. Monthly Meeting motion approval
 - a. Instead of approving each item as it comes up, vote on each item at the end of review period
3. Fall Soccer Survey
 - a. Mike to send to Joey
 - b. Joey to send to coaches
4. Marketing, Fundraising and Sponsorship Coordinator appointment tabled
5. OYSA AGM Registration
 - a. Everybody needs to get registered if they already haven't
6. Club Email Addresses





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- a. Use Club email whenever communicating with non-board members
7. Club Financials
 - a. Each month's meeting will review/approve financials through the previous month
 - b. The Treasurer will email the Transaction Detail and Profit and Loss (PnL) statements prior to the Monthly meeting. The Board will review and approve the PnL statement at the meeting.
8. PYSA AGM
 - a. Tuesday, January 5th 2016
 - b. Heladio, Justin, Greg, Dave
9. PYSA Registrar's Meeting
 - a. Monday, January 11th 2016
 - b. Erika
10. School Outreach
 - a. Create Flyers to go in School Wednesday Flyers
 - b. Get information into Happenings Flyers
11. Spring Registration
 - a. Add a Registration question for new registrations asking how they found out about the club (Friend, Internet, School Flyer/Happenings)
 - b. Contact Coaches and ask them to email/contact parents to encourage early registration
 - c. We need to have an idea of how many teams we will have by the PYSA Team Registration deadline: March 7th, 2016
 - i. We don't have to have team rosters, but we do need to register teams.
 - ii. What happens if we don't fill all the teams?
 - d. Coaches
 - i. Sandra reported that so far 60% of the coaches are planning on returning and she hopes to confirm with the rest soon.
 - e. Coordinator & Registrar need to communicate regarding the number of players and estimated number of teams
 - f. Tablet/Laptops available for In-Person Registration
 - i. Joe & Erika may have some available
 - ii. Connection may be an issue
 - g. Other Venues for In-Person Registration

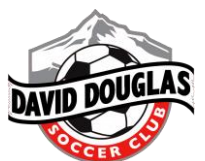




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- i. Starbucks, Troutdale Indoor?
 - ii. Greg will look into other options
- 12. Social Media (FaceBook etc)
- 13. Club Emails
 - a. Set up email accounts for Coordinators
- 14. Uniform Exchange
 - a. Collect and track extra jerseys so we can make them available to other players who may need
 - b. Parent Volunteer to manage?
- 15. Volunteer Benefits
 - a. Board members, Appointees, and Coaches are currently eligible for Registration Reimbursement at the end of the season per the Club_Registration_Benefit_Proposal_20150112 document.
 - b. Assistant Coaches *may* be considered in the future.
- 16. Registration Assistance
 - a. Payment Plans and Registration Assistance *may* be available depending on funds per the Club_Registration_Assistance_Proposal_20150112 document.



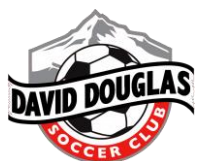


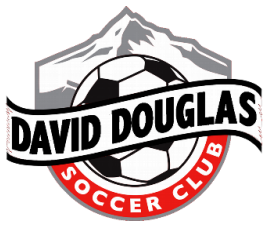
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Motions

1. Review/Approve Agenda, Previous Meeting Minutes and Current Financials; Mike/Justin, n/o
2. Appoint Coordinators
 - a. Registrar – Erika Lute; Mike/Greg, n/o
 - b. Recreational Soccer Coordinator; Joe/Justin, n/o
 - c. Offer School Outreach Coordinator to Kristi Burke; Mike/Joe, n/o
3. Financial Policy Revision 1 Jan 4th 2016; Joe/Greg, n/o
 - a. Presented by Treasurer Brett Kimball
4. DDSC Spring Season
 - i. Season: April 2nd – May 21st
 - b. Registration
 - i. Open: Target Date January 15th, 2016
 1. We can't open until after the PYSA AGM because we need to work in line with their processes
 - ii. Close: March 6th
 1. Late Registration: March 7th, 2016 – April 1st, 2016 (Friday before the first game)
 2. Hard Close after first game of the season
 - a. Players may be added based on team openings
 - c. Games
 - i. Currently Six (6) games
 - ii. We need to add two additional games
 - d. Practice
 - i. Start Date: March 14th, 2016
 - ii. One practice per week
 - iii. Justin to talk with PYSA regarding 30% field fees because we only use their fields for 50% of the games (away games).
 - e. Registration Fees
 - i. \$95
 - ii. We're going to keep the current Registration fee pending more information on actual costs
5. Volunteer Benefits

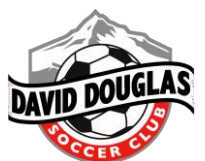




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- a. Board members, Appointees, and Coaches are currently eligible for Registration Reimbursement at the end of the season per the Club_Registration_Benefit_Proposal_20150112 document.
6. Registration Assistance
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Action Items

1. Mike to send Joey Fall Soccer Survey
2. Joey to send to coaches
3. Club Coordinators
 - a. Justin to talk with Coordinators to work out meeting with OYSA Coordinators on using Affinity

Important Dates

January 5th, 2016 – PYSA AGM

January 11th, 2016 – PYSA Registrar Meeting

January 15th, 2016 – DDSC Spring Registration Open Date target

January 29th, 2016 – OYSA AGM

March 14th, 2016 – DDSC Practice Start Date

March 6th, 2016 – DDSC Registration Close

March 7th, 2016 – DDSC Late Registration Open

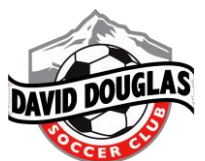
April 1st, 2016 – DDSC Late Registration Close*

April 2nd, 2016 – DDSC/PYSA Spring Soccer Season Open

May 21st, 2016, DDSC/PYSA Spring Soccer Season Close

Justin Elliott President

Michael Shean-Jones Secretary





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Club_Registration_Benefit_Proposal_20150112.txt

Club Volunteer Registration Recognition

In order to encourage and appreciate both Administrative and Coaching volunteers, the David Douglas Soccer Club provides a single non-transferable Registration Reimbursement for each Board, Head Coach, and/or Appointed Club position or role an individual fills. The Club also provides 50% reimbursement for a single Assistant Coach for each team.

Each Member is eligible for reimbursement for each position they fill.

To discourage too much responsibility falling on a single person, and to make as many opportunities as possible available to Club Members, each person is limited to a maximum of three (3) reimbursements.

Reimbursement will be made at the end of each season a person fulfills their positions' commitments.

If a person fails to fulfill their positions' commitments, either because of resignation or their removal, the board has the option to invalidate their reimbursement by a majority vote.

For full transparency, recipients of this benefit will be available as public knowledge to Club Members.

Estimated Effects of this Benefit:

Estimated Registration Cost	75	
Estimated Player Registrations	300	\$22,500.00
Board Members	5	\$375.00
Estimated Appointees	5	\$375.00
Estimated Teams/Coaches	25	\$1,875.00
Estimated Assistant Coaches	0	\$0.00
Estimated Total Benefits:	35	\$2,625.00

Estimated Total Benefit Cost to League \$2,625.00

Estimated Total Benefit Cost to Each Player \$8.75

Estimated Benefit Cost Percentage of Registration Revenue 11.67%





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Club_Registration_Assistance_Proposal_20150112.txt

Registration Scholarships and Payment Plans

In order to encourage and enable as many children as possible to participate, the David Douglas Soccer Club may provide Registration Assistance in the form of Scholarships and/or Payment Plans.

Members/players requesting Scholarships at the time of Registration should still be registered and informed who they can contact.

[[Alternatively, should we collect their information tell them we will contact them?]]

Whenever possible, the Club should encourage Payment Plans.

Club Scholarships

A family/player requesting a Scholarship either at the time of registration or otherwise should be directed to a specific person appointed by the Board.

A minimum fee of Uniform Cost + Insurance is highly suggested.

The DDSC Scholarship person will work with the member to determine:

- 1) If a payment plan would work for their needs?
- 2) How much can they contribute/how much do they need?
- 3) What Volunteer contributions can they be available for?
ex: Jamboree, Registration, other?

The contact person will forward all scholarship requests to the Registration Assistance Committee.

Scholarship Decisions will be made by a Scholarship Committee of at least three(3) Club Members as Appointed by the Board based on information from the Club Treasurer on available funds.

The Registration Assistance Committee will consist of the Registrar, Treasurer and Director at large will be Registration Assistance Committee.

The contact person will then communicate the committee decisions to the requestor and the member can then work with the Registrar to complete the registration.

Payment Plans

The Club Registrar will work with members on setting up Payment Plans based on the member's ability to pay and will document the agreement with the member.

The Registration Assistance Committee will review and make the final decision.

A \$20 deposit is requested at time of registration.

Full payment is due before the player is placed on a team.

Effects of Registration Assistance

Without accurate information regarding how much was given out in the past, it's not possible to say.

