

ASA Board Meeting

October 22, 2018

Minutes

Attendees: Adam Brick, Shaara Roman, Allie Signorelli, Margaret Core, Marc Garufi, Kristin Hanmer, John Mingus, Jason Mugg, Mia Petree (via phone), Sabine Schlorke. Absent: David Tyahla, Paul Bobeczko.

The meeting was called to order by Allie at approximately 7:33 PM.

1. **Minutes:** The September 2018 minutes were approved.

2. Board Business

- A. Revised membership structure proposal** – The committee tasked with examining the club membership structure revised their proposal to include a total of four Travel Committee members (Travel Committee chair plus three additional members). The Travel Committee requests that they be allowed to designate the three additional members; the intent is that the ADP rep to the Travel Committee will be one of the voting members. Adam is also reviewing bylaws for things that need to be updated or clarified, so that the new membership structure and bylaw changes can be voted on at the same time. Bylaw changes will be sent to the Board, then to the membership, for approval. The changes are expected to be approved with no issues.
- B. Committee charters status update**– Kristin sent committee charters out to the committees and requested input. The Board discussed whether the Finance and Risk committees should be combined; this topic will be further discussed with the Finance committee chair. With respect to the Risk committee, some issues were explored, including:
- How often to review the club's insurance
 - What other risk types might exist on the operational side
 - What our legal risks are
 - If we should undertake an overall risk review, and if so, at what level of detail
- C. Board meeting frequency and role of committee chairs** – Allie proposed alternating Board meetings and committee meetings, in order to give the committees more time to work. The Board discussed this proposal; some points of discussion:
- If we adopt this proposal, committees must be empowered so the Board does not rehash committee deliberations
 - The role of committees should be to make recommendations and move things forward
 - It would be healthy to rotate people through committees, so that there is greater institutional knowledge about the work of each committee
 - One member expressed concern that bimonthly Board meetings are not optimal for new Board members to get caught up and begin contributing
 - We have an opportunity to engage more non-Board members on committees, which would help with continuity and accountability

- Should there be minimum/maximum numbers of committee members
- If we expand the committees, that potentially expands the level of staff involvement, which could be a strain on resources
- We need to get committee charters in place and activities memorialized before next May
- As an aside, it was proposed that Board member bios and photos should be posted, so the club's constituents know who they are
- Renewed effort to post all Board meeting minutes timely

D. Sports Commission opening – The Arlington Sports Commission is an advocacy group chaired by Shirley Bothwell which “ensures that Arlington has high-quality sports activities, facilities, and policies. It serves as a conduit for information about sports and physical fitness programs among community organizations, agencies of the County government and the Board” (from <https://commissions.arlingtonva.us/sports-commission/>). The Commission meets on the 4th Thursday of every month at Langston Brown, and would like a representative from Arlington Soccer. The Commission advocates for the POPS process, which calls for more rectangular fields and the conversion of existing fields to turf. There is a well-organized group that is currently advocating for more open space rather than fields.

E. Communications – Communications are an ongoing issue for Arlington Soccer. Allie and Adam are discussing ways to improve both internal and external communications. Should the club create a position for someone to manage all club communications? Such a role is not currently in the budget, but it's important to improve this piece.

3. Executive Director report

- A. Operations Director** – Interviews for this position are scheduled for this week.
- B. Referees** – Despite extensive recruiting efforts, there are not enough soccer referees, particularly in South Arlington. This is a problem across all sports. Adam noted that referees feel threatened.
- C. Fields** – Long Bridge 1 will be renovated starting in March, followed by Long Bridge 4. Long Bridge 3, recently renovated, has extra pellets which will take six months or so to settle.
- D. Camps** – Arlington County's 5-year RFP for camp is out, and Arlington Soccer will be responding to the RFP with a proposal.
- E. The County's new field allocation** does not affect Arlington Soccer. There is a new (but unchanged) MOU for us to sign.
- F. Arlington Soccer clubhouse** – The property that has been identified as a potential location for an indoor training facility would require a special use permit. Note that the priority is for indoor training space, not new office space. Arlington Soccer will need to engage a real estate attorney at some point to advise the club.

4. Program reports

- A. Rec program**– Report sent by John via email.
 - Select player policy – propose that no travel players should play rec soccer in 5th grade and up; ADP players would not count as travel players. Marc will notify the

Travel Committee of this proposal; the Joint Program Committee will consider it; the Board will decide in the end. Some things to consider:

- Is this good for the club as a whole? What is the objective?
- Interaction with return to team policy
- Any other operational impact?

B. Travel program – Marc Garufi.

- Considering the impact of team fees on players who receive financial aid.
- Repeated that the ref shortage is impacting the travel program
- ADP has a representative on the Travel Committee; should the DA program also have a member? Should they be voting members?
- Travel program has developed a newsletter, which Adam is reviewing

5. Committee Reports

A. Finance - The Finance committee continues to look at the two scenarios that the Board identified for the reserve: creating a charitable endowment scenario and finding a permanent home for Arlington Soccer.

- **Fundraising** – Charter is complete, met with Gretchen to find out status of fundraising activities. Will make a budget request for WealthEngine, a platform that uses data analytics to improve efficacy of fundraising. Need to write an external annual report. Considering whether to participate in Giving Tuesday, undertake a direct mail solicitation, or both.
- **Human Capital** – Meet to discuss background checks, organizational structure and recommendations, social media policy. Has provided advice to Adam on the organizational structure.
- **Risk** – Waiting for charter; no other activity.

6. Executive session

The meeting was adjourned at 9:41 PM.