

ASA Board Meeting

August 27, 2018

Minutes

Attendees: Marc Garufi, Sabine Schlorke, Allie Signorelli, Margaret Core, David Tyahla, Mia Petree, Paul Bobeczko, Kristin Allen, Shaara Roman, Bryan King for John Mingus, Adam Brick.
Absent: Jason Mugg.

The meeting was called to order by Allie at approximately 7:35 PM.

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

2. Board Business

A. Review of feedback for use of reserve – Allie reported that the priority for use of excess reserve as reported by all respondents is to find office space for Arlington Soccer.

- Some respondents feel that the space ideally would have classroom space and practice space in addition to administrative and storage space. It was noted that having a home enables things like volunteer training, youth involvement, and a place where people feel connected to us.
- Other proposals included an investment fund and a charitable foundation.
- Adam reported that Cushman-Wakefield performed, at no cost, a market study for Arlington Soccer, which revealed 5 potential options in Arlington County and 1 in Falls Church City. He feels that having practice space is an essential part of the requirements, in addition to office space, meeting space and storage.
- Other points of discussion included the possibility of partnering with another organization, whether the space should be income-producing, whether it's better to buy outright or leverage the excess reserve to secure a mortgage.
- A motion was made to task the Finance Committee with exploring the following two options: 1) a new home for Arlington Soccer, and 2) a charitable entity through which Arlington Soccer's charitable efforts can be run. The motion was seconded and approved by voice vote.

3. Executive Director report

- **Organization redesign** – Adam continues to consider the best organizational structure for Arlington Soccer, looking at 4 main categories of employees: club operations, coaching staff, finance, external relations. Other considerations include exempt and non-exempt positions, changes in job descriptions.
 - The consultants engaged for the recently-completed HR audit will look at current job descriptions.
 - The final organizational chart should be done in 1-2 months.
- **Interim Rec director** – David Gould has done an excellent job as Interim Rec program director. Adam will meet with the Human Capital Committee to

consider next steps. The job has not yet been posted. It was noted that the job of Rec director is more administrative, like a Commissioner role.

• **Improvements coming for the fall –**

- Coaching education: Matt Badiee has been hired as Director of Coaching Education (replacing Karen Kelsner), assisted by Eddie Lima. Matt has an “A” coaching license.
- Scheduling similar ages and abilities on practice fields. This will enable some efficiencies and allow teams to work together more easily.

• **Technology –**

- Rec team formation is in process. Demosphere has been a challenge.

• **Child safety –**

- Child safety/background system is being run through Demosphere. There was some discussion about the fact that different jurisdictions handle disclosures differently. The Risk committee will look at this.
- VYSA has gone to a more detailed background check system, and now requires online sexual abuse prevention training of all staff, coaches and volunteers.

• **Social media –** The Risk and Human Capital committees will look at how other clubs are handling social media relationships between players and staff, looking at best practices with a view to proposing a policy covering this area. The issue of player privacy was also discussed in the context of the Travel program.

• Adam is meeting with Rob Kaler of the USSF Foundation, which wants to partner with local clubs to install mini-pitches.

• **Summer highlights –**

- A boys’ team and a girls’ team went to USYS Nationals in Frisco, TX, and the boys’ team won Arlington Soccer’s first national championship.
- Arlington Soccer offered 9 weeks of summer camp and approximately 750 players participated.
- The Optimists made a generous gift to support Arlington Soccer programs.

4. Program reports

A. Rec program– Report sent by John via email; Bryan King attended the meeting.

- a. Demosphere - There have been significant challenges with Demosphere. Coaches now have to register in the system to get practice fields, and there is some concern that there may be some coaches who have not yet registered.
- b. Select policy – There is currently a limit of 1-4 “select” (travel or ADP) players per team, depending on age group. This poses challenges because approximately 10% of the rec player pool plays in rec and select.
- c. Referees – David Gould is doing referee assignments. We want to implement holistic education that covers referees, parents, and coaches with respect to the Laws of the Game.

- i. Demosphere has a referee assignment module.
- ii. Referee assignments for grades 2-6 are handled within Arlington Soccer, and for the higher age groups assignments are done by an external ref assignor.

B. Travel program –

- 1,287 players have accepted spots in the travel program, out of 1,308 budgeted slots. There is a waiting list for financial aid.
- The Travel Committee will consider whether there should be a policy regarding consistency among team fees for different teams.
- Elections – The Travel Committee would like to extend the term of the Treasurer by 1 year so that the terms of the President, Treasurer and Secretary don't end in the same year. This will provide greater continuity. The Committee would also like to make the ADP rep as a voting member. These modifications would require changing the Travel Committee charter.

5. Committee Reports

- **Finance** – The Finance Committee has been awaiting instructions from the Board, and will look into acquiring permanent space for Arlington Soccer, and establishing a charitable entity.
- **Human Capital** – Requests feedback on the Executive Director's performance by Friday.
- **Community Outreach & Fields** – Will be meeting with Jane Rudolph and Katie Cristol.
- **Risk** – Needs to undertake the following risk assessments and gather benchmarks from other clubs and sports: operational, environmental, social, safety and emergency preparedness. Need to recruit for this committee.
- **Fundraising** – No report; needs to meet.

6. Meeting time – The Board decided that future meetings will be held at 7 PM.

7. Executive session