



## **Board Meeting Minutes November 28, 2022**

The meeting was held in person at Long Bridge Aquatic Center and via Zoom.

Attendees: Brian Plessler (President), Jon Temin (Vice President), Mark Merrill (Treasurer), Marc Garufi (C&D Chair), Michal Simek (Rec. Chair), Candace Bryan Abbey, Trinh Lieu, Laura London, Jason, Mugg, Brent Polly, and Frank DeMarco (Executive Director).

Absent: Shaara Roman (Secretary).

Michal took minutes in Shaara's absence.

Meeting called to order at 7:35 PM.

Approval of Minutes from September 29 Meeting:

- Call to approve minutes from prior Board meeting held on September 29 was tabled and approval will be done through electronic vote later this week.

Executive Director Report:

(1) Uniform Vendor Update:

- Club has decided to renew uniform vendor contract with Adidas.
- Senior staff conducted thorough review of options, and collectively believe continuing relationship with Adidas at this time presents the least impact economically to existing players.
- Adidas will also help defray some costs and provide opportunities to help professional technical staff with Coaching Education and Licensing.
- Senior staff looked at feasibility of moving to one uniform vendor for entire all Arlington Soccer programming. Currently, uniform vendor for Rec. and ADP is Score while uniform vendor for "Travel" is Adidas. Senior staff agreed at this time consolidating to one single uniform vendor is not feasible at this time, but remains under consideration in future years.

(2) Winter Programming Update:

- Arlington Soccer has launched an elite futsal program (EFP) this winter.

- Given limitations on accessible indoor space the program is currently available to U9-U12 (approximately 90 players selected through tryout process).
- The EFP teams will play in the Premier Futsal League and participate in one to two regional tournaments.
- Winter Camps and Clinics: Expect approximately 500 players to participate in winter programming.
- Board Member asked about access to the Gunston Bubble this winter. Arlington Soccer working with County to provide programming at the new Bubble.

(3) Financials Update:

- Internal Advisory Committee (IAC) has been advised of the findings of financial audit. Last full audit occurred approximately five years. The Board, IAC, and Senior Staff voiced concerns that audits were not being conducted more regularly.
- Audit firm has made recommendations, but has not determined that club has areas of exposure that need immediate attention or remediation.
- Employee 401(k) discussion with recommendation that either Board or IAC review plan on annual basis.
- The club needs to conduct a comprehensive review of policies and procedures, which will be tasked through the IAC.
- Club will endeavor to review goals and strategic objectives. Board Member pointed to intentional action to recruit and retain female technical coaching staff as an example. Progress has been made with key appointments, but the Board Members would like to see a continued and sustained pattern of practice.
- February 2023 Board Meeting will focus on the Budget.

(4) Banking Partner Update:

- Club is reviewing banking options and has considered a number of financial institutions. Old Dominion National Bank (ODNB) is a finalist. Mark Merrill, advised the Board ODNB is his full time employer, and after discussion it was agreed he will not assist in the selection process but once a decision is made he will continue to provide his expertise on banking matters to the club. If a potential conflict arises Mark will advise and Board prior to acting on the matter.

(5) Social Media Update:

- Club intends to share Goal of the Week and Play of the Week on Social Media
- Club will continue to promote a local college Game Of the Week on Social Media

(6) Fields Update:

- Marymount continues to pursue additional field capacity to include 26th Street site and Quincy Park
- A Public meeting is scheduled for later this week. Arlington Soccer will speak at the Public Meeting; Participating with the intent of providing information about Arlington Soccer programming and that we support more fields; greater access in the community, in general

- Kenmore Middle School Meeting later this week. We plan to enter into Letter of Intent (LOI) with Arlington County and Memorandum of Understanding (MOU)
- Funds will be needed for the Kenmore project and Arlington Soccer will provide some level of funding
- Since fields at Kenmore are part of Arlington Public Schools (APS) there are rules on donor recognition and partnering. Sponsorships at Kenmore might be complex and require easements from APS to Arlington County in order to permit limited donor recognition.
- Expectation is Kenmore fields would be completed by 2026

(7) Sponsorships and Fundraising:

- Soccerthon netted approximately \$27,000. Is viewed as a great success, but seen as providing some growth opportunities too in the future with greater stakeholder engagement; inclusion and sponsorships.
- Recognition and thanks were given to all sponsors.
- End of Year Fundraising Initiative has kicked off; Looking at Employee Matching Program and feasibility of participating in CFC campaign.
- Seeking to build partnerships with global entities as well community-based; focused.

(8) Board and Subcommittee Structure and Volunteer Recruitment:

- A review of Board structure and subcommittees continues. Many of our stakeholders have vast expertise in areas that could greatly benefit the club and we want to engage them to assist. We hope expanded engagement will also foster more stakeholders seeking to serve on the Board, subcommittees, and club initiatives and events.
- Some proposed subcommittees include those focused on Real Estate, Fields, and Fundraising/Event Planning.

Committee Reports:

(1) Rec. Committee (presented by Michal Simek, Rec. Chair) -

- Looking at possible Rec. Tournament for upcoming spring for age groups above second grade (4 v. 4 format), but would also be below high school (11 v. 11 format) since it has the Fall Cup Tournament.
- Considering eliminating slide tackling throughout Rec. programming.
- Discussion and possible rules changes related to runaway games

(2) C&D Committee (presented by Marc Garufi, C&D Chair) -

- Open Seat (ECNL Girls) on the Committee has been filled

(3) Internal Advisory Committee (presented by Mark Merrill, Treasurer) -

- Reiterated important work the Committee is discussing regarding audit, employee 401(k) program, and policies and procedures review.
- Treasurer is meeting regularly with Finance Director in anticipation of formulating budget

- IAC looked at potential exposure (i.e., cyber attack) to the club in various areas, and discussed insurance policies and coverage.

(4) External Advisory Committee (presented by Jon Temin, Vice President)

- Given the discussions surrounding Board and subcommittee structure it did not formally meet between current and past Board meeting.

Board Business:

- Frank and Diane Oden (Finance Director) seeking Board action to remedy bank card access to an older; aged bank account. Bank signature cards and credit card need to be updated to reflect current staff and Board personnel.
- Frank recommended that he, Diane Oden, and Brian Plesser (President) be approved through Board action to execute bank signature cards on behalf of Arlington Soccer.
- Board voted unanimously to approve authorization for Frank, Diane, and Brian to execute signature cards and Frank to maintain custody of Arlington Soccer credit and/or bank card(s) associated to this account.

Executive Session.

Meeting Adjourned 9:35.