

## Futsal San Jose (FSJ) Board Meeting Minutes

Claudio Fleiner Residence

April 11, 2007

8:00 PM

A. Call to Order

Bruce Yost called the meeting to order at 8:15 PM.

B. Roll call (all were present)

President	Bruce Yost
Vice President	Alan Chase
Secretary	Vacant
Treasurer	Laura Lewis
Registrar	Rosemary Alvarez
Coach and Referee Director	Paul Nishimatsu
Operations Director	Kurt Kanavel
Referee Scheduler	Rick Domenici
Communications/Promotions	Claudio Fleiner

C. Guest business

No guests present.

D. Agenda approval

Rosemary motioned that the board accept the agenda as presented, Alan seconded. Motion carried.

E. Acceptance of minutes

Acceptance of the February minutes will be postponed (deferred to old business at next board meeting).

F. Correspondence

Bruce provided some IRS and tax related documents to Rosemary. She will ask her husband to evaluate them for the league.

G. Board Member Reports

1. President

- a. Bruce stated that the board should budget for and obtain liability insurance for all board members. From discussions with other outdoor leagues, FSJ should be able to buy \$2M of coverage for \$850/year. Bruce agreed to bring a proposal from an insurance provider to the next board meeting.
- b. AGM – by Constitution and By-laws, FSJ must hold an Annual General Meeting (AGM). This meeting could be very short and could be combined with the next board meeting. All board positions will be up for election. A tentative date of August 27, 2007 was set for the AGM and August Board meeting. The meeting should be held somewhere where all coaches and parents can be accommodated. The Gunderson gym was suggested. Kurt will look into that.

2. Vice President

Nothing to report.

3. Treasurer

- a. Laura reported that the league had a balance of ~ \$1500 as of this week. Items already accounted for in this number:

Refund to Steve Lum  
Registration fee to CFAN/USFF  
Gym lease payment to Gunderson  
Referee payments  
Equipment – goals and balls

- b. Laura recommended that the league have about \$1000 on hand for next session start-up costs.

- c. A discussion about the funds generated from the Snack Shack ensued. Kurt reported that FSJ was not under obligation to share any proceeds with Gunderson since we did not end up using the school's snack shack facility. Kurt also reported that the snack shack and tee shirt sales generated (net) about \$125/weekend, or roughly \$1200 over the session. Kurt did not submit any receipts or revenue from the snack shack or tee shirts, and therefore, operated it as a stand-alone business. Laura and others stated that parents will not be asked to staff the snack shack, since it has no benefit to the league, if operated as before.

4. Secretary

Vacant.

5. Registrar

- a. Rosemary reported that she will have a registration plan for the board to review at the next meeting. Things went fairly well the first session, but we can and should relieve Claudio of some of the administrative support he provided to get the database established and the player's passes generated. Some of these activities can be automated for the next session.

6. Referee Director

- a. Paul reported that he will require all refs for next session to be USFF certified. Also, a number of refs were wearing US Soccer badges (outdoor), and they should be wearing USFF badges, which they are supposed to receive after registering online. Bruce mentioned that some of the refs complained that they never received their badges, although they did sign up online and pay their \$25.
- b. Paul also suggested that the playing boundaries be reduced to the inner brown line at Gunderson, since it is very difficult to see the far touch line. After some discussion, it was agreed to keep the boundaries as they were this past session.
- c. Refs will be required to wear proper attire, as well. Paul will decide on what proper attire (color) is for FSJ.

7. Referee Scheduler

- a. No report.

## 8. Facilities Director

- a. Kurt reported that FSJ had no agreements in work with Gunderson for a Spring session, but that court time for practices still might be possible for teams playing State Cup or going to Nationals. Teams would have the full court for 1-hour slots. All players must be registered with USFF for insurance coverage.

It was noted that the payment made to the school for use of the gym covered the league through the end of May/early June.

A motion was made by Alan with a second from Rosemary to charge teams that did not play in the winter session \$45/hr for court use to practice for the Futsal nationals and other Futsal tournaments. Motioned carried unanimously.

- b. The schedule of the next session (Winter Session) was discussed and proposed to start on December 1 and run for 10 weeks, ending February 16, allowing for a break in the session for the holidays. The Spring Session would begin on March 1 and run through May 3.
- c. Kurt also reported that he incurred costs in starting up and operating the league, and requested reimbursement of \$218 for the sound system. Laura argued the fact that since none of these expenses were approved by the board beforehand, and that Kurt earned approximately \$1000 this past session on snack shack and tee shirt sales, which were not run through the league treasury, he should not be reimbursed for these other expenses. Rosemary stated that if the league benefited from the costs, then the league should cover them, after approval by the board. Kurt withdrew his request for reimbursement of the sound system. Bruce asked Kurt to provide receipts for all costs he incurred during the session. *(A summary listing of these costs have been received and are shown below).*

Item #	Date	Item	To	Amt	Comments
1	3/6/07	Sound System	Roy Hammond	218.00	PA system
2	1/22/07	Banners, signs	West Coast Designs	546.00	Vinyl banner (\$384) and signs (\$180)
3	1/13/07	Velcro, signs	Hancock Fabrics	13.95	5 @ 2.75
4	1/20/07	Rubber strap	OSH	2.14	For Banner
5	1/12/07	Badges, lanyards	Office Depot	51.70	For Staff IDs
6	1/12/07	Velcro, pads	OSH	16.79	For goals and goal footers
7	1/12/07	Stanchions, plastic	Home Depot	46.86	Stands for signs
8	1/13/07	Stanchion parts	Home Depot	31.38	Parts for signs
9	1/14/07	Donuts	Sam's Donuts	16.00	Donuts
				942.82	Total Receipts

## 9. Communications and Promotions

a. Nothing to report.

b. Bruce acknowledged and thanked Claudio for his key contributions to the start-up of the league and the league's website.

### H. Committee Reports

No reports.

### I. Unfinished Business

No unfinished business.

### J. New Business

Bruce asked that a budget committee be formed to develop next year's budget.

This committee will report to the board at the next meeting in August.

Appointed to the Budget Committee:

Bruce

Laura

Kurt

Alan

Claudio

The first meeting of this committee will be June 18 at the Snell & Santa Teresa Starbucks. Time to be determined.

K. For the Good of the Game

Nothing to report.

L. Next meeting will be a combination AGM/Board meeting, which is scheduled for August 27. Time and location to be confirmed, but Gunderson is preferred.

Minutes prepared by Bruce Yost.