

**INVER GROVE HEIGHTS SOCCER ASSOCIATION  
BOARD MEETING MINUTES**

**April 5, 2020**  
Virtual via WebEx

NAME	Attended	NAME	Attended
Vacant: Boys' Coordinator		Hocking, Dan: Treasurer	X
Boughton, Dan: Girls' Coordinator		Kryzer, Erin: Uniforms	X
Brown, Jared: Referee Coordinator		Peterson, Jessica: Secretary	X
Dayus, Westley: Director of Development	X	Rojas-Cardona, Gabriel: President	X
Deutsch, Larry: Website	X	Somvong, Deanna: Fundraiser Coordinator	X
Eckstrom, Julie: Vice President		Spiewak, Brian: Risk Coordinator	X
Fredeen, Jon: Registrar	X	Tambornino, Peg: Gaming Coordinator	X
Gullerud, Joe: Field Coordinator	X	Vacant: Equipment Manager	
Hatcher, Trina: Communications Coordinator	X		
<b>MEETING GUESTS:</b>			

Begin Meeting 6:10 p.m.

**Monthly meeting minutes:**

- Approval of March 8, 2020 minutes: Brian motioned, Jon 2<sup>nd</sup>, all approved.
  - See attached
- November minutes: have not been received from Kim. Gabe will contact Kim again and we will approve at the next meeting (Contacted 3 times, still no word/minutes).

**Treasurer's Report: Dan Hocking**

- Statement: Balance as of 3/31/2020 = \$88,145.27
  - See attached sheet for details.
  - Small transactions for March, forecasting limited for April as well due to Covid-19
- Waiting on MYSA bill until questions are clearer
  - Dan has not been in contact w/MYSA – we will need to contact and get clarification
- Schedules on hold and we need to revisit after more information is available.
  - Worst case scenario, need to refund EVERYONE for summer session = \$70,645
    - Budget should be "ok" if this were to occur
    - Possibly look at carrying over reg. fees to next season if a refund isn't possible/needed
- Approval: Brian motioned, Jessica 2<sup>nd</sup>. All Approved.

**President's Updates: Gabe**

- MYSA updates on Covid-19 all forwarded.
- City info all forwarded
- What communication will we be sending out to players re: MYSA updates?
  - Use MYSA's update and forward to players
    - All approved.
    - Trina will send out

\*Updates will be communicated as they are available from MYSA and city

- Refund request re: U17 Boy due to injury
  - Will not be playing – Dr. note was provided stating not able to play

- Fee minus 5% will be refunded
  - Julie Motion, Dan H. 2<sup>nd</sup>, all approved.
- How will we compensate Wesley moving forward?
  - Other associations are paying through the summer
  - March compensation invoice: \$1,779.62
    - Many cancelled events (\$600 currently)
    - PAY IN FULL March invoice and discuss moving forward as the situation evolves

**Charitable Gaming: Peg**

- REPORT: End of Month balance as of 3/31/2020 = \$47,528 (44,228 would be balance after refund)
  - \$3,300 may need to be refunded to banks/boxes due to shut downs
- \$\$\$ Reports:

<b>Expense</b>	<b>\$\$\$</b>	<b>Description</b>
Brainerd Games		(pull tab costs)
Pilot Games		(revenue share)
CGMade Easy		(software)
MN Revenue		(taxes)
Celts		(rent)
Peg Tamborino		(compensation 20%)

- Estimated profit for next month: \$
- Do we want to look at moving money into the regular account?
  - Wait for final bill payments (end of week)
    - This will be discussed at a later date for board approval
- Audit was delayed due to Covid-19, Peg is completing what she can. MN Revenue has only looked at bingo thus far, will look at pulltabs and egaming when returned to work.
  - Peg will drop docs off at MN Revenue if needed
  - Financial portions “a-ok”
  - Dan has all needed docs done and in – good to go
- Expenses motion: motion, 2<sup>nd</sup>, all approved

**Training and Development: Westley:**

- “Little” fields and U11/U12 moving to the back fields towards pavilion to better utilize the fields according to size and player needs.

**IGH Training Updates**

- All current training facilities are closed until further notice, along with all sports specific grass spaces in IGH Heat.
  - A letter from IGH Heat Parks and Rec has been shared with all our current coaches and managers detailing what is closed.
  - At this point we do not have a set date for the reopening of the facilities, however communication with the city regarding fields, goals and field linings is ongoing, and any updates I received will be shared with the board.
  - Joe is also continuing to work on a summer field schedule in the event we can begin practices shortly.

**IGH Heat Coaches Updates**

- Our IGH Heat coaching packets have been created, and Larry is working on adding that information to our website. Once that information is live, I will share it with our coaches.
  - My expectations are that with all our coaches going through new coaching certificates this year, that they use and follow the Play Practice Play model during their practices.

- The coaching packets reflect this and contains over 12 sessions plans for each age level from US Soccer website along with a detailed season guide, more coaching literature and some game day evaluation forms. I have also continued to check in and share updates with our coaches during the last month.

#### IGH Team Updates

- There are no new updates regarding teams for March.

#### Park and Rec Updates

- Our meetings with P and R continued in February, and we have begun to finalize all our offering for the summer season.
  - Unfortunately, due to facilities being closed the scheduled Spring Rec Soccer Program which was in combination with IGH Heat and P and R has been cancelled.
  - All registrations, if they would like, have been moved to the Summer Rec program, or formally know as Sparks and flames summer soccer program.

#### MYSA Updates

- MYSA has and will continue to host conference calls, send emails as and when needed to keep the soccer community updated on any decisions it makes regarding the summer season.
  - At this point their plan is to have some sort of season, but we will be unable to gauge that until we receive further updates for the Governor of the state and any other federal mandates that may or may not come into force in the coming weeks/months.
    - Whatever information is shared I will update the board with as soon as possible.

#### Items of Note - DOC Coaching Payments

- I have been in communication with Gabe regarding the club's thoughts on how it will handle my own payments during the current situation.
  - I did also supply a breakdown in my invoice which was sent for review, and something Gabe will discuss later today with the board.
    - Over the last few months, I have scheduled/booked many training events, and now have had to cancel those events not only for IGH Heat, but P and R and my own team practices.
  - Spring Rec soccer was due to start this week, which has been cancelled and all my club team viewing, and team training has also been cancelled due to facilities being closed.
- Considering this I have shared several emails with Gabe and Julie this week regarding what other clubs are doing for payments for DOC/coaches within their programs.
  - From my research many DOC's are in fact paid employees of those clubs, so any payments to them will be honored and continue, and if not direct employees, some clubs have offered to pay them through April and then reassess moving forward into May and the summer months.
    - My hope is that IGH Heat will follow that lead when it comes to work that I have done, work that has been cancelled, and any ongoing administration work that I continue to do, as they have in the past, and which I'm very appreciative of.
      - Unfortunately, I am not entitled to any State benefit at this time and no guidance has been provided by the federal government to the states how much, if anything, independent contractors or Sole proprietors will receive.
        - I have looked at other funding options for myself and my business, but those mainly pertain to companies that are looking for employee payroll protections, of which I have none, and those are all loans that include some interest payments.
  - During my research I did find out that there are some options for Non-Profits to, and I would be more than willing to share those links if it would help.
  - Questions about moving players around

- Email 3/10 about [Boy] – no U10 team spot on rosters; U9 team full? We approved scholarship minus uniform; need to contact player re: roster spot availability and future possibilities. Apply earlier next year as we'd love to have him as a player.
- [Girl Players] – move to U9 team to keep sisters together

#### **Registration: Jon:**

- Teams are submitted and look “good” – nothing further

#### **Risk Coordinator: Brian:**

- Still some missing coach certifications: background checks and safe sport
  - Brian will send email re: missing info

#### **Communications Coordinator: Trina: (provided via email before meeting)**

- Sending out communications re: Covid-19
- Will send out updates for approval

#### **Vice-President: Julie:**

- Will send communication to managers and coaches w/team handbook and manager info so we have everything set moving forward
  - The communication will have all info in one spot
  - Most are returning
    - Assign a “mentor” for a point of contact moving forward (Larry can be point of contact)
- Photos will be pushed as late as possible now so we have something on the books and if we need to cancel we can cancel.

#### **Website Coordinator: Larry:**

- Coaches info will be up on website tonight/tomorrow
- City brochures will be sent (Trina) in order to get website updated

#### **Boys' Coordinator:** Vacant spot (Westley and Larry covering)

- 3/13 [Boys Player] refund request due to current circumstances (virus) – wait and see what seasons brings; circumstances may change moving forward
  - We will reply with “We are following MYSA guidelines and as the situation evolves we will reassess.”
- People may begin to need refunds due to unemployment/illness
- People may also request proration due to shorter season
  - MYSA may put forth guidelines, we will follow suit
  - We should send any questions re: these situations and changing roster numbers to MYSA and they will work through things with us

#### **Girls' Coordinator: Dan Boughton:**

- Nothing – not present

#### **Referees: Jared**

- Nothing – not present

#### **Field Coordinator: Joe**

- Current progress with the field schedule is attached in the link below, will be done and forwarded to Julie (city) by Tuesday/Wednesday at latest (Joe will email Julie to ensure we get as much time as we can.)
  - Focus is on the dates in May, these dates will be mirrored in June and July - with minor changes.
- Please let Joe know if you have any suggestions or are in a position to request fields/times for practices for any teams with which you are involved – practice schedules, etc.
  - Westley will send another reminder to coaches to get their time requests in
- As previously shared, I won't have the game schedule until May 1st with games starting June 1st - fingers crossed.

**Uniforms/Equipment Coordinator: Erin will be filling dual roles Equipment and Uniforms**

- Erin responding to emails as they come in.
- First aid kits were ordered (Julie)
- Equipment will be handed out when possible
- We'll see if an extra copy of the key can be obtained for storage areas
- Erin holding off on new uniforms until we know more. (25 new kids)
  - 2 week turn around for uniforms so when we get more info they'd need to order immediately

**Fundraising: Deanna**

- Waiting for season start dates to send out info
  - Communications are updates and will just need dates

**Secretary: Jessica:**

- Nothing

\*\*\*If we become aware of situations moving forward where the association may be able to assist, please report them and keep note.

7:28 p.m. Adjourn Meeting