



HSC Board Meeting Minutes

November 20, 2019 7:45p-8:45p

Invitees

- HSC Board, Exec Board Members, Travel, and Rec Coaches

Attendees: Jennifer C, Renaldo A, Tim C, Jerome P, Pat M, Carl H, Eric G, Meg P, Mike W, TJ A, Marissa S, Mike A, Shawn B, Jim G, John C, Dave Pek, Dan F, Joanne L, August C

Agenda

1. Call to Order 7:47pm
2. New faces: None
3. Approve prior meeting minutes- Revising minutes to remove (see attendance sheet for expanded invitee list) The attendees will be listed above with first name and last initial. TJ made a motion to approve, Pat 2nd, all in favor. Minutes approved
4. Financial update:
 - United 2008 boys account: \$4,298.03
 - HotShots 2009 Girls account: \$3,516.57
 - Operating account: \$12,378.87
 - Reserve account: \$98,293.31
 - Old Operating account: \$1,470.40
 - \$50,000 CD at Newfield
 - \$1,000 CD at Fulton
 - Outstanding invoices: Solomon Jacobs, 2008 United boys trainer, cleaning service
 - Season is complete, concession stand brought in \$10,425 over the fall season. The next meeting a final P&L will be provided.
 - Financial Disclosures: Our 2018 Taxes were filed on 11/15. During the preparation of the 2018 taxes, Joan Halter, CPA found irregularities in the 2017 return. Returns are required to show end of year, to beginning of the year balances. The returns are off by approximately \$20,000. This may flag the IRS for an audit. Exposure to the club is the possible loss of the 501C3 status. Joan Halter's Office believes that by taking corrective action – by amending our 2017 Tax Return – we will demonstrate that we have taken the appropriate steps to fix the mistakes that were reported on the 2017 Return. Full letter from Joan Halter was read and can be found at the end of the minutes.

- Jen made a motion to have Halter's office amend the 2017 taxes, Pat second, all in favor. Motion to amend approved.
- Spring 2019 Concessions operated at a loss. We have reviewed all of the club's bank statements, which has included an effort to identify the source of all deposits made into our accounts. For the first half of 2019, we were only able to identify \$1,920 of cash deposited into the club accounts that we can attribute to the concession stand. We were able to identify a little more than \$2,000 spent to stock the stand (US Foods, Sam's Club, Polish Water Ice, etc.). Considering concession stand revenue is part of the budget, this affects our budgeting, and in the end affects our registration fees.
- There was a question of what was brought in for Fall of 2019 concessions. Answer: \$10,425 was deposited into the club's account over the course of the fall season.
- Jim asked if bank reconciliations were ever done for the Spring 2019 concession stand. As it appears, no bank recs or P&L were provided.
- 2018 3v3 P&L has to be revised. Fionan has submitted an invoice on behalf of the Boys Viper team for Liverpool to be paid their fundraising portion of the 3v3 funds.
- There was a P&L verbally reported for the 2018 3v3 in the Fall of 2018, however, the actual hard copy P&L wasn't received until August of 2019. A profit of \$14,390 was reported, this would give the club \$7,195 and the remaining share split between the United boys and the Vipers
- There are recorded registration fees of \$23,770 for the 2018 3v3. However, the max registrations fees that could have been collected based on the amount of verified teams registered could only have been \$21,150. This also includes \$200 to teams who have overpaid. There is a difference of \$2,620. There was a cash deposit of \$3,310, it is unclear if that money was derived from the 2018 Golf Outing, from 2018 3v3 or Spring 2018 concessions.
- The 2018 3v3 concession stand money in the amount of \$10,240 was never deposited into a club account. These two adjustments decrease the event revenue by \$12,860
- During 2018 3v3 Fionan withdrew a total of \$9,000 (\$3000 every 2 weeks) from the club account for referees, paying out \$7560, leaving \$1,440. He used \$720 to pay kids for the jobs his team was supposed to do in order to take part in the full profit sharing. The remaining \$720 was not deposited back into the bank and now has to be recorded as an expense
- the 2018 3v3 profit would then be \$810
- If the \$3,310 was money from the Golf Outing then 2018 3v3 is at a loss of \$13,580

- It is unclear who was in charge of counting the concession stand money. Jerome stated although he coordinated the 2018 3v3 he had no involvement with the concession stand or the money collected in the concession stand.
 - In 2018 3v3 there were 84 teams, in 2019 3v3 there were 134 teams and the concessions stand total for 2019 was \$9,573. More teams, less money
 - The board was presented with the original and two modified P&L statements for the 2018 3v3 (see attached) Mike W made a motion to accept the second 2018 3v3 P&L, TJ 2nd motion. One abstained from the vote. The rest in favor
 - TJ wants to know what the club is going to do about the missing funds. Dan Fisher thinks the money was stolen. The Board wants the club to go to the police to investigate
 - The 2019 3v3 concession stand money was counted by Eric, Fionan and Joanne and the next day Eric deposited funds into the bank. Each week Eric would ask Fionan how many games were scheduled, he would then cash a check for the amount of the ref fees.
 - Dan motioned to suspend payment to Liverpool on behalf of the 2001 Viper boys until further notice. Renaldo 2nd motion. All in favor
 - September 2018, United 2008 Boys were given \$3,600 from profit share of the 3v3
 - Pat motioned HSC not attempt to recover the \$3,600 paid out to the United 2008 boys. It is now considered a gift from HSC. Mike W 2nd motion. All in favor
5. Girls travel update: Danielle C attended the meeting.
- SJ Cup- Knock out round should be out by the 2nd week of December
 - Coaches Course- Level 2- they need 3 coaches to fill the session; they are also looking for clubs to host a Level 1 course in the winter.
 - Games Commissioners Reports- U13, U14- 12 yellow cards for coaches, no reds. Player suspensions are listed in their accounts in Gotsoccer. 3 yellows=1 game suspension. 2 or more cards issued to players and/or coaches and club rep. should be getting notified by the league. There was a request for the clubs to be notified more often so that issues can be addressed. The board will look into this. Referee Liason- 26 cards for players (most at U14), 4 reds (one player received a harsher penalty including missing 2 games)
 - Coaches behavior- U8, U9, U10- age groups have the most issues with coach's behavior, very poor and often directed toward referees. Request made to follow up with coaches in all clubs to address this issue.
 - Coach license must be uploaded by March or be suspended.

- Select Update- 300 players registered. 30-70 players per age group, 2005 have only 16 registrants. Players may register until the try-out date. Coach selection registration will close in one week. EDP players are eligible to try-out. Players may only try-out , one year above their age group. Try-outs will take place at ISC in Cherry Hill, the first weekend in December. They will consider making more than one team if the skill level of the players supports this. If the age group will transition to a new formation (9v9, 11v11) in the fall season, they will play this during the summer session.
 - Club passing- There will still be a pre-season deadline, however, they will allow for changes to be made throughout the season as long as they are provided with enough notice (approximately 7 days). Club pass players will need to be resubmitted for the Spring season. Advised that coaches should carry the club pass rules with them. Duplicate player numbers are allowed (there were a few issues with this during the season).
 - Ref evals- the league is 83% proficient, please continue to remind coaches to complete them. If a referee name is missing from the drop-down, there is a google form specific to this that should be used.
 - Spring Dates- Mandatory Coaches Meeting- February 10th @ Highland HS. 7 pm start- joint meeting for SJGSL & SJSL. Scholarships will be done first.
 - Spring registration begins 12/1 and closes 1/5. They are looking at 3/7 for opening day, however, this would not provide a break prior to Memorial Day. Considering moving opening day one week earlier.
 - There is a referee shortage and difficulty retaining younger refs due to maltreatment from coaches and spectators. Requested that we bring this to our coaches' attention.
6. Boys travel update a few teams playing on 11/24. One assistant coach got a red card (\$100 fine) and one game suspension. Feb 10 joint meeting
 7. Recreation update: There was some confusion at the end with a makeup session. The trainers held the make up session despite the coaches telling parents it was cancelled. Approximately, 10 kids showed up. Fields are in bad shape. Spring registration is about to open. working on transitional logistics. trying to get 2012/2013 micro boys and 2012 micro girls together to form a team
 8. Operations update: Key for golf cart has arrived. contract for lining the fields including rec is \$5,250. Jen made a motion to approve, Mike W 2nd motion. All in favor.
 9. Concession stand/Volunteer update: Everything went smoothly coaches did a great job helping
 10. Sponsorship update: No update
 11. Training update

- GPS: many teams completed 8-10 sessions, there was a team that only completed 6 and we will only be billed for 6 sessions.
- Karen Anderson: has more training slots open
- Keeper Training (Solomon Jacobs): Went well. Looking to see if all players attended 6 of the 8 sessions

12. Old Business

- Lightning Sensor: Matt Cardile and Dennis will be speaking with an electrician
- Amended by-laws- ongoing discussions
- School Gym Usage (winter space)- date to pick time slots will be communicated this week and an email will go out to all coaches.

13. New Business

- Spring Registration Travel and Rec budget discussed: Reminded that 3 items that are typically used to help offset registration fees were adjusted: (1) no revenue from the tournament since 2019 tournaments was cancelled due to the irrigation/field issues (2) the 2019 3v3 league was adjusted to account for half of the net profit going to the club not the full amount (3) The spring 2019 concession stand operated at a loss. However, the net profit from the 2019 fall soccer social was applied to help offset registration fees. Based on the Spring 2020 budget the club is contributing an additional \$9,987 to help offset registration fees. Travel reg fee will be \$140, Rec \$70, Micro \$50 Shawn motioned to approve, Marissa 2nd, all in favor.
- Tim & Renaldo made a motion to suspend Fionan from all board activities including voting rights. Suspension to remain until a resolution has been determined by the board. Mike W. 2nd the motion: Nine in favor, one against, three abstained.

14. Adjournment Pat made a motion to adjourn, Jen second. Meeting adjourned 9:29pm

Memo from Joan Halter's Office:

The current year's 2018 non-profit tax return was developed from the checking and savings account transactions for the year. All cash account balances have

been reconciled as of December 31, 2018.

During the process of reconciling all cash accounts for 2018, we discovered irregularities in both the operating account and the CDs. These irregularities require the 2017 tax return to be amended. Since we only received 12/31/2017 Financial Statements without proper backup to prepare the original return, we will need the full year's banks statements for 2017 in order to correct the return. The backup (which includes bank statements) for 2017 was requested but not provided. Due to a lack of time (received paperwork on 11/12/2018 from Mr. Costello) to prepare and remit the returns by 11/15/2018 (the 2017 extended due date) we processed without the year end bank-statements. We were informed by Mr. Costello that they were reconciled and match the financial statements. As we now realize, this was not accurate. The ending balance as of 12/31/2017 reported on the Balance Sheet for the operating account is less than the ending bank balance by \$19,853. Also, the interest credited by Newfield Bank on the CDs was not properly recorded.

Please provide the 2017 bank statements for all accounts and any other back-up that you feel is pertinent to completing the amended return. We will draft an Engagement Agreement for your signature authorizing preparation of the amended return.

If you have any further questions or need additional clarification, please do not hesitate to call the office.