



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

Date & Time: 11/01/2017 - 7:00 p.m. – 8:45 p.m.

Location: MYSA-Ajax Office – Conference Room

Note Taker: Voice recorder - Shanon Gallant

Attendees: Randy Rose, John Bava, Tim Weber, Barbara Almanza, Enrique Melgoza, Brad Sams, Jey Strangfeld, Fiona Younan, Tara Rhyner, David Hula, Marika Morrison, John Rake

Facilitator: John Bava

Time Keeper:

Absent:

Guests: Carlos Zavala

7:00pm- 7:05pm	Approval of Minutes	BOD	MISSION STATEMENT: VISION: GUIDING PRINCIPLES:
7:05pm- 7:10pm	Follow up items from October	Pre-read	
7:10pm- 7:25pm	Executive Committee	Executive Committee	
7:25pm- 7:35pm	Finance Committee	Jey S	
7:35pm- 7:45pm	Modesto Soccer Foundation	Barbara	
7:45pm- 8:00	MYSA-Ajax Report (MYSA, Ajax, Adult, Staff, Operations)	Dennis O. Carlos Z.	



MODESTO YOUTH SOCCER ASSOCIATION
Board of Directors Meeting Agenda

October 2017 Follow-up Items:

Item	Owner	Due Date	Requested by:
5 BOD positions open	Shanon		
AGM awards for CODY's	Carlos	10/9	BOD
Pinder to print the ballots	Dennis	10/9	BOD
Staff members to be present at the AGM	Dennis	10/9	BOD
CODY voting process - in person and online 14th and 21st	Carlos		BOD
First Aid trained person on MYSAA playdate Policy at 100+ degree weather - ED makes forecast decision 3 days prior to event	Carlos/Den nis	During 100+ degree weather	BOD
Permission for pumpkins and hay at MGCP for tournament	Dennis	10/5	BOD
Secure storage facility needed	Carlos/Den nis/Randy/ Fiona	10/7	BOD

November Follow-up Items:

Item	Owner	Due Date	Requested by:
Girls tournament rule changes	Shanon/Den nis	11/2	Carlos
Rosters for coaches for the meeting or email coaches specifically	Dennis/Carlo s		

Minutes:

Executive Director Report:

1) MYSAA

- a) Boys tournament - had an issue due to the tournament rules and cross bracketing. The rules have been updated/fixed for the girls tournament.



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

- b) There is a shortage of first place trophies. Dennis already ordered more for the girls tournament.
 - c) Girls' tournament schedule has been posted online for this weekend.
 - d) Championship trophies to be handed out - a page with a specific roster count per team - Dennis
 - e) Registration for MYSA spring season of 2018 is now open.
 - f) Mini-season coaches - we need a couple of more coaches.
 - g) Friday Night Lights - 80 participants - 7 coaches per night.
 - h) Shoob - many complaints from our members.
- 2) Ajax
- a) MGCP is available now to Ajax. I won't have to report any club with NorCal/CalNorth regarding club boundaries.
 - b) Coaches meetings - October 30 (video). Shawn Blakeman could not make it due to work related issues. We will try to have him be at the November meeting. 2005G Black were the participants.
 - c) DA application update.
 - d) MYSA Parent informational meeting (2010-2011)
 - e) MYSA fill-in tryouts for U7-U14 (2011-2004 age groups) - Date TBA (Dec?)
 - f) Ajax United Parent Manual - Janet is going over the document. The staff will be updating our website with information that is in the manual and not on our website.
- 3) Adult
- a) 3 men's teams have not paid - 2 have only paid some of the money.
 - b) Co-ed has paid.
 - c) Dates have been confirmed for 2018 seasons
- 4) Staff
- a) Next meeting: December 4 at 12pm
- 5) Operations:
- a) Survey - Steve Yob
 - b) MYSA-Ajax Newsletter (volunteer BOD)
 - c) Automated assistant (phone system) should be set up by next week.

Minutes from Shanon:

Modesto Youth Soccer Association
General Board of Directors Meeting
November 1, 2017

Meeting Facilitator: John Bava



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

Expected in Attendance: John Bava, Randy Rose, Fiona Younan, Barbara Almanza, Jey Strangfeld, Marika Morrison, Tara Rhyner, David Hula, John Rake, Brad Sams, Enrique Melgoza, Tim Weber

Guest: Carlos Zavala, Rob Perez

Absent: Brad Sams, Barbara Almanza, Brad Sams, David Hula

Call to order: 7:00 pm

Approval of Minutes: Fiona motions to approve- _____ seconds. Approved.

1. **October Follow Up:**

- A. AGM- Five BOD appointed. Awards given. Approximately 100 members in attendance.
- B. Rec coming into the final season. Received permission from the City of Modesto to have pumpkins and hay onsite. John Bava supplied pumpkins and did the set up for the tournament.
- C. First Aid policy- not completed. John Bava recommends that we have staff trained in First Aid. Marika asked about AED. Randy reported that it was left in the office at Mary Grogan when MYSAA moved and it became City property. Randy stated that City would like to keep the ice machine, but possibly give back the AED. City of Modesto feels that it is a liability to have the AED on premises. They do not want to train their employees. Randy suggests that if we get it back, staff should be trained to use it and have it readily available on the weekends at the Ref station.
- D. Storage facility was sold and all times have been moved.
- E. Assets: Ice Machine, portable lights, refrigerator, concession equipment and portable goals that are not in use. John Bava is asking the BOD if they want to donate some items to the schools or sell items. Randy suggests reaching out to other soccer clubs and offering to sell them at a reasonable price. John also suggests selling other assets on Craigslist.
- F. Randy suggests creating an equipment manager position to inventory all equipment and keep track of it. Marika suggests using Dennis during the slow period to complete this task. Randy does not feel that Dennis would be able to do it, at this time. Randy states that Shanon and Michelle can itemize everything, but there needs to be someone who can keep track.

2. **Executive Committee**

- A. No meeting held in October- Executive meeting for November will be set November 9, 2017 at 6:30 pm since it is a Holiday month.
- B. In October BOD meeting, Ken Strangfeld gave a presentation on the benefits, positives, and negatives of audits. The executive committee does not believe that an



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

audit is needed. John Bava recommends that we keep Ken on in the position that he is in and continue until we have all budgets set up and finances are coming along. If he was hired as a controller, it would be after the first of the year. BOD would need to create a job description, parameters, and what the pay would be. Fiona did state that eventually MYSA-Ajax would have to have an audit. She stated that if we were to move forward with building our own complex, that there isn't a bank that would give a loan to MYSA-Ajax without an audit of the books. She has reached out to several banks who do relationship management loans for nonprofit organizations and the first thing that was asked for an audit for the last two years. Randy stated that a bank is asking for a financial review, but uses the term audit. Rob Perez recommends an audit for transparency. Marika asked Jey if there is enough back history to have an audit. Jey states that it would be a 2018 audit and would not need to go back to past years, but forward. Her concern is that there is not the personnel to manage an audit and if we trust what Ken is telling us, that is what the auditor is going to tell us. If the goal is to get an audit so that the bank will trust us, the loan, his argument is that we would not get that response. We would get that we have a problem because we do not have the personnel. We would spend the money on an audit to find out that we are not trustworthy. Jey reports that Ken is suggesting that we do not have the expertise in the organization to manage the money that we would be asking the bank to give us. Marika asks if there is an outline or structure of what is needed in place prior to going into an audit. Randy said once the threshold is met, there were guidelines of what needs to be in place for that audit. Jey states that MYSA-Ajax has not met that threshold, but is very close and have not reached the revenue. John Bava asked Rob Perez about his knowledge or experience he has with audits. Rob is the Chief Financial Officer for Escalon School District. He oversees audits and prepares budgets for the school district. He states that an audit would look at the operations and if they see anything wrong, they would let you know. Then MYSA would take those findings and work on those findings and correct issues for the following year. He recommends a yearly audit. Marika states that the Executive BOD should look at what the guidelines are for a two-million-dollar audit and if we are in compliance and then make a plan and strategize. John Bava recommends finishing out the year and start out with a clean slate in 2018.

B. Carlos Review: Jey and Randy met with Carlos for his review. Jey reports that Carlos had done a written response to the questions that were asked and submitted them back to them in September. See attached. They discussed each of the points during the meeting and made an employee performance review sheet that has a couple highlights.

1. Communication with Members and communicating programs and vision to members: Once of the issues is not enough time to get all the information out. Carlos has the



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

staff working to develop a communication template and schedule, example: quarterly newsletter. Suggest that someone on the BOD take over the newsletter. Communication with members of concerns going well.

2. Staff: Working on building trust with staff. Concerns with staff, BOD is undermining (inadvertently) the relationship between the Executive Director and staff. It is asked the BOD cc's Carlos on any email that a BOD is sending to staff.

3. Role of Ajax coaches: Trainings are going well. There are plans to increase the number of coaches with specific licenses or coaches who want to get those licenses. Future thinking: How to develop coaching education budget. How can the foundation be included in that process. The foundation is geared towards scholarships, but can some of it go towards coaching education which could be within the mission of the foundation.

4. Changing the Summer Camp program: The way it is sent out the families, it becomes more of a recreation focus because the competitive parents have the perception that the recreation is not as competitive. Carlos is making the Summer camp to be a targeted program for MYSAA recreation program and having a separate program called a clinic for the competitive program to participate in. They talked about needing to find programs that targeted the middle school aged and older players. Currently, Foot skills and Shooting programs meet the needs of the younger players and there is not a program for the older players.

5. Long Term Goals: Having Assistant DOC or Technical Directors. As Ajax United is applying for the DA program and looking to grow the recreation and competitive programs and advance the club.

3. Finance Committee:

A. AGM: Outline report giving a financial picture to the members. Ajax United program does bring in more revenue in terms of dollars, but it does cost the most. In terms of when looking at the admin costs that are associated with the organization, it is known that the rec program carrying more than what would be the reasonable fair share, to a certain extent because, in terms of admin, it subsidizes the Ajax programs. It is important to think about that. The rec program is to our organization and it is very important that we support and develop the rec program. In terms of the Ajax program, more revenue needs to be generated so that it can take more of its share, but not raising fees. It is harder to justify raising fees of the rec program, given that they are already shouldering the responsibility. So, either fees need to be raised for the competitive programs which fees are very high or have other programs that can generate revenue, such as a summer clinic, adult league which is not covering its fair share of admin costs.

B. Controller: Jey states that she is not clear, from this BOD body, what the decision is going to be about moving forward with a part time controller. Is this a question for the Executive BOD, but it is still open for discussion. She states that Ken can serve in this capacity part time, but long term, he would help hire someone. He would stay as long as needed to provide as much support as he can, but he is acknowledging that he is not here. His argument is that this



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

organization needs more financial expertise in the form of a part time staff person. The cost for a part time controller would be approximately \$40, 000-\$60, 000 per year. This will further be discussed at the Executive BOD meeting, along with an audit. John Bava recommends keeping Ken on until January 1, 2018.

C. Budget: Rob asked current BOD when is the budget being developed. Jey reported that up until 2017, there was never a formal budget that the BOD looked at. Once Jey took over in January of 2017, she created a budget after the year started. She reported that there is no current standard. She stated that a budget needs to be created very soon for 2018. She states in reality, it will not be completed. John Bava asked if Ken could work on it. Jey said she would ask him to put something together, but it would not be much time to think about the MYSAA-Ajax vision. Randy stated that Dennis is already working on the recreation budget. John Bava suggests that Dennis, Ken, and Janet get together and create a stable idea of a budget for the BOD. Rob state that it should be built from what it is now. Carlos asked if this was something that the BOD would be comfortable passing on to someone such as Rob. Rob said next year, beginning January, he would have time, but not currently due to work.

4. **MSF:** Barbara was not in attendance. John Bava asked Barbara to be at the next Executive BOD meeting. Barbara would like some names of BOD who would be interested in being on the MSF BOD.

5. **Executive Director Report:**

A. MYSAA

1. Tournament: Cross Bracketing Issues and rules to make it to the final. It has been addressed and changed for the girls tournament. There was a shortage of first place trophies which has been addressed. Girls tournament schedule is posted. There were not enough trophies for the boys tournament. Carlos stated that Dennis ordered more trophies to make sure there were enough trophies for the girl's weekend.

2. Spring League registration open

3. Mini Season- Carlos is currently securing final mini season coaches.

4. Friday Night Lights- approximately 100 participants with 7-10 coaches per night.

5. Shoob Photography has been a large issue. Carlos and Dennis met with Alex about the issues.

6. Final coaches meeting: Marika is asking if it is possible to have the coaches rank the players at the final coaches meeting. Randy states that it would be easier to identify players for competitive. Carlos stated that it would be a difficult it with just a large group of families.

B. Ajax



MODESTO YOUTH SOCCER ASSOCIATION

Board of Directors Meeting Agenda

1. Field Space: East Valley have released the fields in 2018 and have been secured.
2. Coaches Meetings: Meeting was held on Monday with approximately 30 coaches in attendance including some mini season coaches.
3. DA application update. Carlos will submit a DA budget to Jey.
4. Parent information meeting is scheduled for players born in 2010-2011 for competitive players who have been playing in rec only. Try outs for those age groups and fill ins in December.
5. Ajax Parent Manual: Janet is making some adjustments and it will be posted online.
6. Adult League: Men's league currently has 8 teams and Coed has 16. Carlos reported that Tom Daniels has been stern about collection of team fees for Men's League. Coed league teams are all current on fees. Dates have been confirmed for 2018.
7. Staff: no major concerns. Next staff meeting, December 4, 2017.
8. Operations: Survey is being created by Steve Yob. It was sent to all BOD, but it was in an unreadable format. It was requested for the format to be changed.

Meeting Adjourned: 8:45 p.m.