

NVSA Board Meeting Agenda/Minutes

Date: 12/16/2012

Attendees: Jason, Ryan, Babette, Amily, Sharon, Marvin

Time: 6:30pm

Location: King Street Blues - Kingstowne

- Schedule of dates for Spring 2013 Season
 - Registration Open
 - Decided on Jan 13
 - Must make GroupNet updates first
 - Babette/Jason to contact GroupNet
 - Captain's Meeting
 - Sunday, Feb 10, confirmation from Café Asia received
 - 4pm-6pm.
 - Permits expected late January per Fairfax County
 - Jason/Sharon to follow up in mid Jan to ensure we are on target.
 - Schedule Request E-mail Send
 - Sharon to send out by Jan 7 deadline
 - Schedule Request Due Date
 - January 25
 - Schedule Due date
 - Check points are TBD (Jason/Sharon to sort out)
 - Early Start: March 1
 - Official Start: March 10
 - Masters will move to one division.
- Registrar / Registration
 - Players can Opt-In to show e-mail in database in order to be contacted about subbing
 - Need to contact GroupNet for this change (no cost associated)
 - Add Poll Question about tournament in 2014.
 - In/Out of county fees
 - Higher in fall than in previous seasons
 - Pass Distribution
 - Complications could arise in the Fall 2013, need to sort that out going forward based on experience in Spring 2013
 - Only new passes are allowed in spring 2013.
- Treasury
 - Fall 2012 Budget Discussion
 - Lower income than the spring
 - Higher costs
 - Still had enough money to cover season expenses
 - Spring 2013 Budget forecasts
 - Don't forecast forfeit fees
 - Remove donations/gifts/forfeits

- AS Game Invoice
 - Received and will be paid in Dec.
- Taxes
 - Need to apply for nonprofit status.
- Accountant
 - Amily interviewing accounts. Couple more interviews pending. Have it all done before the end of the year.
- Misc
 - Storage Unit / Inventory Management
 - Obtained in Dec.
 - Net box locks / Combo Change
 - Jason/Ryan to handle this in January after getting keys from Lou
 - DC United Tickets
 - Renewed.
 - Trade tickets in for other games?
 - Meet with DCU Rep in Jan
 - Captain's Guide
 - Jason/Ryan working on this.
 - New Team Application Form/Deposit
 - Finalized by Jason. Ryan/Babette reviewed.
 - Subbing discussion / Minimum roster size
 - Some teams abusing the subbing
 - Subs shouldn't be taken off due to forfeit?
 - Referees / Referee Liaison
 - Hold 1-2 meetings this winter
 - Social Chair
 - Board discussion
 - New person to present a plan/goals/more active role
- Captain Feedback
 - Schedule – discussed feedback on schedule
 - Disciplinary – discussed feedback on disciplinary process
 - Passes – discussed feedback on pass making/distribution
 - Create Feedback panel or surveys in the future?
- Financial Committee Discussion
 - Member(s) of committee to arrive at 7:30pm for discussion
 - Brian Bailey attending to brief board
 - Recap
 - Quickbook files
 - Paypal
 - Bounced checks
 - Some teams didn't pay – not going to publicize names
 - Total money owed, how much by people in the league vs. not in the league.
 - Drafted letter/e-mail to all players – as an update
 - Drafted letter/e-mail to all captains who owe money
 - Discussing if a captain vote is needed or not?

- Captains created the committee
- Commissioner to present results?
 - Committee to answer questions
- Board will say that we want to purpose collection following up on the results of the committee, 3rd party verification.
 - Follow up with a captains vote.
- Review deposit slips vs. quickbooks.

Actions Items:

Sharon:

1. Send Schedule Request Form out by Jan 7 with due date of Jan 25.

Jason/Sharon:

1. Determine schedule completion date
2. Determine date to have games March 15 and earlier to Referee Assignor.
3. Determine date to have full schedule to Referee Assignor.

Amily:

1. Interview accountants. Decide on one by end of the year.
2. Revise budget to remove forecasts for forfeit fees
3. Revise budget to remove forecasts for donations
4. Pay AS Game invoice

Jason/Babette

1. Work with GroupNet to update database/get registration open.

Jason/Ryan

1. Finalize New Captains Guide
2. Change Lock Box Combos
 - a. Need to contact Lou

Jason/Lou

1. Set up referee meetings

Ryan:

1. Check with country club to determine rate/possibility of having summer captains meeting there if cheaper than Café Asia.