

**NVSA Executive Meeting**  
**Sharon's House, Fairfax, VA**  
**3/5/11 3:22pm**

In attendance: Lou, Sharon, Phil, Marvin, Babette, Sarah

**I. Alternate Commissioner**

- A. To be "trainee" for commissioner
- B. Elected or appointed discussion – elected
- C. Possible jobs
  - 1. Run exec meetings
  - 2. Website
  - 3. State association liaison (attend state assoc. meetings)
- D. Lou will put together responsibilities in a few weeks

**II. Commissioner Transition Plan**

- A. Interest for commissioner
  - 1. Jason Yackenchek (sp?) – alt. commissioner?
  - 2. Sharon Corl
- B. Phil – would be good to have someone currently on board – "institutional knowledge"
- C. Babette – Lou will have to step down and let the next person lead
- D. Lou wants to still be involved with two activities: pass making and ref mentoring
  - 1. Pass Making
    - a. Sharon – pass making would allow others to meet more captains/players
    - b. Lou – doesn't want to put work on Babette, etc.
    - c. Phil – do we need passes? (discussion – yes)
    - d. Passes allow league to track suspended players
    - e. Refs keep rosters and turn them in?
    - f. Pass making could be done by the state in the future
    - g. Babette – user error creates biggest issue with online registration
- E. If Sharon becomes Commissioner, who becomes Scheduler?
  - 1. Phil expresses interest (he trained Sharon)
  - 2. Announce position(s)?

**III. Website**

- A. Demosphere has created visually appealing site, but business with them has not been good – not responding to requests
- B. Want to go with Youth Leagues; what would it cost to split with Demosphere?
  - 1. May have to pay "60 day turnaround"
- C. Make the switch next season – we have 2 months (4/1) to work out details with Youth Leagues
- D. Want to keep player database/game histories; Phil believes any data should belong to us
- E. Phil – make transition at end of next calendar year?
- F. Babette – Youth Leagues roster system is much more effective

**IV. Equipment**

- A. We may need to pay someone to check/monitor equipment
- B. Babette knows someone who has been involved with a youth league for a long time who could help with that and fields
  - 1. Lou will contact him (check background)
- C. Someone needs to get equipment box from Rick Allen to Arrowbrook (and R.V.)

- D. Bryant – box not secured - nets and flags stole
  - 1. no one has been using flags at turf fields

**V. Other Business**

- A. Executive Board Minutes
  - 1. Sarah – to add info to Jan. meeting
  - 2. Put together meetings and put on Google Docs
- B. Chaos folded – replacement team?
  - 1. Don't want to merge D5
  - 2. Lou had two interested teams in wait list
  - 3. Plan B – put together “kickaround” team to fill slot? Create team of free agents?
  - 4. First game would be 3/29
- C. Sub to be brought in who is not a league player (but is affiliated with another league)?
  - 1. Lou -Insurance is a main issue and she would be covered
  - 2. Babette – too much to keep track of
  - 3. Sharon – we don't know other league's insurance standards
  - 4. Babette - we have enough players in the league and don't need to bring in other players
  - 5. Build “sub list” – league players who are interested in subbing
    - a. Also add “looking for team” list
  - 6. Phil – allow person to pay \$85 and not be connected to a team?
    - a. No - creates “pick-up league”
- D. Paper game roster turn-in
  - 1. To have for reference
  - 2. Would they be mailed like red card info?
  - 3. Logistics could be an issue – amount of paperwork
- E. Registration
  - 1. Marika – should she get a paid registration (like officers)?
    - a. Babette – she is not a voting member; captains did not indicate her
    - b. The board could chose to “pay” her with one free team
    - c. Look to see how much work is done this season
      - a. present it to captains? (no – we make budget decisions)
    - d. Phil – offer as an incentive (“pay” her now); create list of jobs to be completed
      - a. If she doesn't complete job – don't “hire” her back
    - e. Sarah – could also offer incentives to other people willing to jobs for the league
    - f. Babette and Sharon had meeting with Marika to discuss previous season
    - g. When to pay and how?
      - a. Vote to pay her in advance – yes (use league credit card)
- F. NVASA Picnic (request from Marika)
  - 1. Younger players may not show to “family picnic”
  - 2. Call it a BBQ or cookout
  - 3. Would we want to serve alcohol? Fort Hunt Park? Burke Lake Park?
    - a. Where can we get permit?
- G. Team Fee Issues
  - 1. Team Congressional Camp has a team sponsor
  - 2. How does a team who has sponsorship pay for individual players?
  - 3. Instead of team check – use team “card” for captain to individually pay for players with league system?

4. Phil – has taken “bulk” payment before, had individuals pay/register individually, then paid them back
  5. We register them?
    - a. Lou – burden of registered players should fall on the individual, not the league
  6. Allow them to register, but not be approved?
    - a. Sharon – doesn’t want to make league “middle man” in possible dishonest action by captain
    - b. Lou – it’s not our business
  7. Decision – team checks will be cleared through Phil
- H. Accountant
1. Babette would like to call professional, paid accountant (Warren O’Hearn)
  2. Sharon - league is big enough that there is a liability issue
  3. Phil - fine with hiring someone, but thinks it is an expense that is not needed
    - a. Cost? Babette - \$100 a week? need to get a firm number
    - b. Biggest benefit would be income taxes
  4. Babette will contact him for sit down meeting
- I. Business Cards
1. Sharon - exec meeting is the face of the league
  2. Phil will create template for cards, then order them
- J. Costco Cards
1. Sharon wants each exec to have one to help with tailgates, etc.
- K. Website Additions
1. Subbing policy (done)
  2. Job list (field lining, equipment, marketing, county soccer council liaison)
  3. Lou will place items on the website
- L. Promotion/Relegation
1. Previous board meeting – discussed proposing language to change constitution
  2. Discussion about merits of making promotion/relegation truly mandatory vs. allowing a team to petition to stay where they are
  3. Board agrees that “escape clause” needs to be removed – propose at next captains meeting
- M. Notes of Meeting with Marika
1. Give her web access
  2. Online link for purchasing tickets (already there) - Phil will send her budget info
  3. 3 tailgates; HH once a month; spring “picnic”
- N. Closed balloting
1. Board agrees to take team names off ballots
  2. Put ballots on colored paper
- O. Receipts – only say \$85 (state fee not included)
- P. D.C. United Kickoff Luncheon – Phil will send out e-mail with details and RSVPs
- Q. Wachovia debit cards for execs that need them
- R. Outstanding Balances for teams who left a long time ago
1. Phil will balance out books – cancel the balances
- S. Sarah – proposes time limit for meetings
1. Babette – meeting issues can’t be always be tabled for later
  2. Phil – prioritize meeting items?
  3. Create action item list at end of minutes
  4. Sharon - expect that meetings will be longer because of current league business

meeting adjourned at 6pm

### **Action Items from 3/5/11 Exec Meeting:**

All: make known who wants to run for another office in Nov./resign so that open slots can be announced and transition plans made if necessary

Lou:

- \*put together list of responsibilities for Alternate Commissioner (suggestions in minutes, I.C.)
- \*check background on Babette's contact for Equipment manager
- \*place "job list" on website

Sarah:

- \*add info to 1/25 minutes (done)
- \*put together exec meeting minutes on Google Docs
- \*create action item list from meeting minutes (done)

Phil:

- \*pay for Marika's registration fee with league card
- \*create template for business cards and order them
- \*send Marika budget info re. United tickets
- \*email RSVPs regarding D.C. United kickoff luncheon (done)
- \*balance out books for Outstanding Balances for teams no longer in the league

Babette:

- \*contact Warren O'Hearn regarding cost of hiring professional accountant

Other:

- \*get equipment box from Rick Allen to Rolling Valley
- \*(before 3/29) decide on plan for replacing Chaos
- \*Build "Sub List" and "Looking for a Team" list on website
- \*(Marika?) explore possibility of obtaining alcohol permit for area parks (for NVASA BBQ)
- \*order COSTCO cards for officers who want them
- \*write language for proposal to remove "escape clause" from promotion/relegation
- \*give Marika web access
- \*take names off of ballots for next captains meeting
- \*obtain Wachovia debit cards for those execs who need them