



**LFC – Board Meeting
Meeting Minutes
July 19th, 2017**

Opening – The meeting was called to order at 6:40pm by Daragh Cullen

Board Member	Board Position	Present
Daragh Cullen	President	Yes
Julian Robins	VP of Recreational- North	Yes
Vince Strawbridge	VP of Recreational- South	Arrived at 6:48pm
Robert Aranda	Vice President of Competitive	No
John McCarron	Vice President of Player Development	Arrived at 6:50pm
Dan Shupsky	Treasurer	Yes
Sheryl Fernandez	Secretary	Yes
Daryl Denson	Member at Large	Yes
Leo LeBron	Member at Large	No
Alicia Rossow	Member at Large	Yes, Departed at 8:55pm
Staff		
Eoghan Conlon	Technical Director	Yes
Guests		
Johan Jonsson		Yes
Robin Chaddick		Yes

Topic	Notes
Approval of Minutes	<ul style="list-style-type: none"> Alicia Motioned and Julian seconded the motion to strike the staff contract details from the June meeting minutes Alicia motioned and Julian seconded the motion to approve the revised June Board Meeting Minutes with further unanimous approval by the Board.
Robin Chaddick Presentation	<ul style="list-style-type: none"> Proposed we partner with Allen & Company and the Tropics to put on a Travel/Competitive Soccer Tournament to benefit the Special Olympics “Be Brave” is the motto Tournament will be played in fall 2018 at the Lake Myrtle fields on a

	<p>Saturday and Sunday. Venue is at no charge</p> <ul style="list-style-type: none"> • Age groups U15 and lower • Club partner will have their logo included on all material • Tournament would also include a Special Olympic Players Scrimmage • Allen & Company will bring 18k of assets • LFC would need lots of volunteers <ul style="list-style-type: none"> ○ Would need to hire a Director for the tournament ○ No profit or loss for LFC ○ Would be mandatory tournament for LFC Travel teams • Board agreed to participate in this. Daragh will call Watson Clinic sponsor contact to let them know of our plans since Bond Clinic is a sponsor of the tournament as well.
Financial Update	<ul style="list-style-type: none"> • June 30th Balance = \$118.636 • Income 676k vs 623k LY and a budget of \$653k <ul style="list-style-type: none"> ○ We were short 45k on the travel program due to players not paying their complete fees. <ul style="list-style-type: none"> ▪ Some shortages are due to scholarships. We need to track this as a P&L line item to offset the reduction in travel team and player fees. We did have 15k on the budget for scholarship expense. ▪ Recommendations is to have the CTD and Operations Manager develop a detail report every other month reconciling travel player payments vs actual income deposited. We also need to identify if there are players that are leaving and not being replace, which will in turn reduce travel income. This report should be presented to the Board every other month with action items on players that fall more than 2 months behind. ▪ Research should take place to insure any player that is still playing at LFC and did not pay all fees for last season are not be able to play this season until those fees are collected. They also need to be current on this season's fees. ○ Shortage or miscoding for team fees for tournaments: Income collected was 62k, however expense paid out was 98k, which appears to show we failed to collect 36k in tournament fees. This may be caused by miscoding of travel coach expenses for club games vs tournament games. Eoghan and Stephanie will research and report on this at the next board meeting. ○ Balance sheet shows all teams at \$0, but we have several teams in negative balance. • Expenses = 727k vs 612k LY and a budget of 640k • Overages as compared to our budget

	<ul style="list-style-type: none"> ○ Admin Salary \$8,700 ○ Credit Card Fees \$11,500 ○ Coaching Salary \$5,000 ○ City Fees \$3,000 ○ Clinic Expense \$3,100 ○ Coaching Salaries \$3,500 ○ Equipment Expense \$14,000 ○ League Fees \$4,780 ○ Referee fees \$7,839 ○ Uncategorized Expenses \$3,500 (would like to see details on what was coded on this line). <ul style="list-style-type: none"> ● Net Profit \$-51k vs \$16k LY and a budget of \$13k ● Follow-up Action Items <ul style="list-style-type: none"> ○ P&L income and expense totals do not match from overall P&L report as compared to the P&L report by job ○ Suggest putting in spending authorization for Board review/approval for any expense that is over \$500 and not budgeted or re-occurring. Communication on these would be initiated with club controller who in turn will seek board approval. <ul style="list-style-type: none"> ▪ Alicia motioned to put this in place, with a second by Darryl, and further unanimous approval by the Board ○ Follow up on details of expense for uncategorized expense line ○ Follow up on Travel expense money in budget for 2017-2018 ○ Details of travel expenses for 2016-2017 seasons to understand if this was for tournament coaching travel expenses, league game expenses, or both. How do we keep track of this next season? ○ Develop reconciliation for team tournament expenses to insure teams are not going over tournament schedule and expense that were in budget for their team? ● Presented Financial Summary for Club Income, Expenses, and Net Income 2012-Present ● Presented Club Program Team and Player counts for 2013-Present seasons
Club Restructure	<ul style="list-style-type: none"> ● Dan motioned we change the position name of Treasurer to “Club Controller”, Alicia seconded the motion, with further unanimous approval by the Board ● Eoghan proposed that we offer Assistant Technical Directory Full Time position to Julio Borge. Alicia motioned, Vince seconded, with further unanimous approval by the Board ● Eoghan proposed offering the Registrar position to Ria Popovic and removing it as a Board member position. Also requesting Ria be paid monthly, having the Registrar salary combined with her coaching salary. A motion was presented, and was seconded, with further unanimous approval by the Board

	<ul style="list-style-type: none"> • Eoghan proposed the following and the Board decided to table these proposals until the mid-year budget meeting <ul style="list-style-type: none"> ○ Graphic & Media Manager – Scott Audette has been working Graphics and Website Maintenance, proposing we waive his son's Travel Fees for his services (\$850). ○ Social Media Manager – Al Snow is a marketing executive with Polk Sports Marketing – will manage social media so we have regular content, proposing we waive his son's Travel Fees (\$1200). ○ The Board also discussed adding to the budget a gift or Travel player discount for all Team Managers
New Office Location	<ul style="list-style-type: none"> • Eoghan presented information on the proposed new office location on 225 East Edgewood Drive including photos, contract details, costs, etc. • John motioned to move LFC offices to the new proposed building, with a second motion by Vince and further unanimous approval by the Board.
Marking Update	<ul style="list-style-type: none"> • No Updates
Travel Update	<ul style="list-style-type: none"> • Corey Mills has been added as Preferred Private Trainer. We will continue to add recommended private trainers. • Super Y: U14 – 2 injuries and 2-3 more not paying sign up fees forces us not to move with the group • Super Y U16 and U18 Teams progressing well
Inter-League Update	<ul style="list-style-type: none"> • Registration has opened for all programs online. • Ernie has accepted position of Assistant Director of Coaching with a focus on Munchkins
TOPS Update	<ul style="list-style-type: none"> • No updates
Scholarships	<ul style="list-style-type: none"> • Changes have been made to the scholarship program. Families must now submit a tax form with their scholarship request. • Scholarships will be need based.
Field Maintenance	<ul style="list-style-type: none"> • Eoghan has met with the county on the fields • Lake Parker has been closed since 2nd week of June. We have our scheduled start date of August 19th but the city is requesting we push that back. City has no official Lake Parker Open date • Recommended that LFC does a lunch day with city regarding Lake Parker to discuss how to make the fields better • Met with county and other club Presidents and discovered that any maintenance requests for county fields (Carter Road) must be submitted via a special request form.

	<ul style="list-style-type: none"> Recommended that LFC does a lunch day with county regarding Carter Road to discuss how to make the fields better
FC Calendar	<ul style="list-style-type: none"> Fall Registration open for Inter-League until August 18th.
Misc Updates	<ul style="list-style-type: none"> Alicia has resigned as Registrar. Alicia motioned via email on July 7th to make Ria Popovic the new Treasurer, John seconded the motion, with further unanimous approval by the Board. Dan motioned that we allow Team Managers to get reimbursed for additional travel expenses when required to travel at a separate time (Friday night for a Saturday tournament) to register a team. Alicia second the motion with further unanimous approval from the Board Presentation of Orlando City proposal PowerPoint presented Satellite Affiliation Requests <ul style="list-style-type: none"> We have two contacts reaching out to LFC requesting to be satellites locations of our club. They would be registered under LFC, but they will maintain their own structures. Tampa Blaze – 20+ kids currently under West Pasco Banner Soccer Shots (Orlando) – 2000+ players formerly from Orlando City club. The Board had many questions on this and Daragh will be providing more information. We will be proceeding with Hummel for the Fall season and will be working directly with Hummel
Good of the Game	<ul style="list-style-type: none"> Eoghan is doing his A license Daragh is pursuing his C license

Adjournment

Meeting was adjourned at 9:13pm by Daragh Cullen.

Minutes submitted by: Sheryl Fernandez

Approved by: LFC Board 8/16/2017