

# BYSC BOARD MEETING

## Meeting Minutes

**Date:** September 9, 2018

**Time:** 7 p.m.

**Location:** Bloomington United Office



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**Members Present:** Tim Forby, Keith Knutson, Dave Stauffer, Mike Ingebritsen (via phone Kevin Falardo)

**Members Not Present:** Sean Moilanen, Ahmed Bachelani, Jessica Davis, Qassim Ilmi

**Meeting Called to order:** 7:10 p.m.

**Agenda Item: Approval of August 2018 BOD Meeting Minutes**

Keith Knutson motions approval, Dave Stauffer seconds all in favor, minutes approved.

**Agenda Item: Incident Form Creation**

This was an action item from the August meeting related to an incident of parent behavior that violated the club's Parent Conduct Policy. Action item was for Ahmed Bachelani to create form to record facts and have on file. Ahmed created form with Tim Forby and club now has that document to use for future issues of player/parent behavior as well as player or spectator injury. Form documents all witness statements and form of follow up with those involved. Tim to store document on shared drive for board members and staff to have access to.

**Agenda Item: Revised Tournament Director Job Description**

This was an action item from the August meeting to revise the tournament director position on the club's Board of Directors based on changes in staff assignments and other volunteer efforts over the past year. Action item for Keith Knutson and Tim Forby to review current description along with the duties other volunteers are doing to reduce the amount of responsibility and the hours required for this volunteer position. New description brought forward to Mike Ingebritsen for his input. Motion to approve new description made by Kevin Falardo, second by Dave Stauffer. All vote in favor, motion passed. New position offered to Mike Ingebritsen who agrees to stay on as tournament director with reduced hour commitment and other features of the new job.

**Agenda Item: Revised By Laws**

This was an action item from the August meeting that Tim and Ahmed were assigned to work on. The item will be tabled as they have not had the chance to meet and complete the proposed revisions.

**Action Item: Treasurer's Report**

Kevin Falardo presented the following items:

1. Account balances consistent with where they were one year ago, representing stability
2. Largest expenses in August were coach salaries paid upon completion of summer season
3. Agreement with Madsen O'Meara signed for payroll/accounting services. Service starts Oct. 1, 2018
4. Superior Point Workers Comp policy updated reflecting staff salary increase from past year. Small adjustment payment under \$1000 paid to get club compliant
5. Financial aid update – fees collected from fall competitive registration were all used to provide aid for fall competitive play. Fees collected for spring/summer 2019 season have been exhausted. Several outstanding requests remain with additional expected. Issue to be addressed by BOD at October meeting.

**Agenda Item: Marketing Report**

Kevin Falardo provide an update on the following items:

- 1. TCO commitment will be complete with the printing of Fall Academy shirts that feature TCO logo. New relationship with TCO being pursued with new contact at TCO offered up.
- 2. Heritage Days coming next week. Club will have parade entry with volunteer marchers as well as small booth space staffed by staff and volunteers. Volunteer shirts that were ordered will be provided to those marching.

**Agenda Item: Managing Director’s Report**

Tim Forby provided an update on the following items:

- 1. Fall competitive season underway with TCSL games this weekend. Bloomington United has 14 teams playing this fall. Dave Stauffer has completed all scheduling and will follow up to ensure referees are all assigned.
- 2. Recreational season underway with Kickers, Rec Plus and the Small Sided League underway.

**Agenda Item: President’s Report**

Tim Forby provided an update on the following items:

- 1. Jessica Davis has resigned as Secretary of the BOD. Tim to post vacancy and begin recruitment for replacement. Current board members may handle duties until replacement is found.

**Agenda Item: Adjournment**

Motion to adjourn by Knutson, second by Norwick. Meeting adjourned at 8:20 p.m.

**Minutes Certification:**

Proposed minutes respectfully submitted,

Tim Forby, President

10-1-18

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Date

Approved by the Board of Directors on

10-14-18

Recorder

Tim Forby, President

Date