



# Hillsborough Soccer Club

<b>Subject:</b>	<b><u>Hillsborough Soccer Club Board Meeting Minutes</u></b>
<b>Date &amp; Time:</b>	<u>February 13, 2019; 8:00pm</u>
<b>Location:</b>	<u>Virtual (Webex &amp; Conf Call)</u>
<b>Attendees:</b>	<u>Niles Johnson, Adam Sparks, Ralph Manrique, Konrad Madej, Becky Mercurio, Joanna Robison, John Ciccarelli, Shawn Pierson, Dan Taylor (NYRB), Adam Liebman (NYRB), Robert Sutton</u>
<b>Non-Attendees:</b>	<u>Carlos Ruiz</u>
<b>CC:</b>	<u>Club Website (www.hillsboroughsoccerclub.org)</u>
<b>Scribe:</b>	<u>Adam Sparks</u>

## **MEETING MINUTES**

1. **Welcome and Introduction**
  - a. The Board Meeting was called to order at 8:
2. **Secretary's Report – Adam Sparks**
  - a. Jan 2018 Board of Directors meeting minutes presented and no changes or comments; Secretary made motion to approve minutes as submitted, Communication Director Seconds; **Unanimous approved, no abstentions.**
  - b. Will work with Joanna Robison to post bylaws and our two (multi sibling discount and financial assistance) policies. Also need post no refund policy that follows roster offers.
3. **President's Report – Niles Johnson**
  - a. Provided update on discussions with Apex. Niles, Ralph, and Konrad are involved in active discussions and negotiation with Apex GM Sandra Weingart to get a quote for rates and potential turf access for Fall, Winter and Spring of next year. Once all the details are vetted we will bring back the proposal and review the opportunity that HSC has through a partnership with APEX to expand our Club offering to our players and parents.
  - b. Working to resolve the additional trainer from NYRB to replace independent Trainer Mel Sherwood and Diogo Ribeiro that were used this fall for 10G MNJ and YDP Festival Teams and Parks and Recreation Outreach programs.
  - c. See various director reports for other club related issues/updates.
4. **Vice President's Report – Carlos Ruiz**
  - a. Carlos was unable to attend, had flight delays.
  - b. In March VP will need to attend MNJYSA General Membership Meeting, attendance by a club representative is mandatory.
5. **Coaching Director's/Technical Director Report – Niles Johnson (Interim) & Konrad Madej**
  - a. HSC 03B MNJ – Follow-up on player status and potential other issues. Get update on Melique DeLeon. Set up call with Pam Lavroff and Evelyn Lopez. Need outstanding balance resolve before card release.
  - b. Brian Hawes, Rich Wehner, Matt Hoya, Kyle Rizzi – Motion by John C to approve new spring coaches, **2<sup>nd</sup> By Becky. Unanimous approved, no abstentions.**
  - c. Discussion for by Motion to procure folding Aluminum Folding Goals manufactured by Diamond up to \$5,000. Motion by Becky, **2<sup>nd</sup> By Ralph. Unanimous approved, no abstentions.** Once final negotiated price is confirmed Club Treasurer to procure with Club CC.
6. **Treasurers Report/Work Bonds – Adam Sparks**
  - a. Submitted 1099 forms to IRS and State of NJ for club contract workers.
  - b. Finances are in good shape, last year we had \$40K outstanding last year vs. \$4k this year.
  - c. Spent less on fields/lights thanks to Ralph's excellent negotiation and procurement skills.
  - d. Short of fundraising targets, need more effort and focus on this area.
  - e. Work Bond Account Reconciliation is complete, multiple rounds of attempts that are documented to reconcile, refunds issued, and we are left with ~\$14k

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- f. Decision/Vote: Club to refund current and reconciled valid work bonds for ~60 families and start over clean in in 2019-2020 season leveraging Stack to collect work bond fee at start of 2019-2020 season. Joana made motion, Ralph seconded. Unanimous approved, no abstentions.

### 7. **Registrar's Report – Becky Mecurio**

- a. Reviewing outstanding balances in Stack and will be following up and reaching out to members with credit card issues.
- b. Need to investigate how to process payment after credit card updates as system doesn't appear to do it automatically. Becky to follow-up with Stack.
- c. Everyone is current in GotSoccer, exception with one family and will follow-up.
- d. Two financial support requests and agreed payments plans are being set-up, one family needs coupon code.

### 8. **Ways & Means Report – Rob Sutton**

- a. Adam Liebman attend the call, asked to provide a list of experiences and dates for HSC. Leverage NYRB Adam Liebman for development of NYRB Game Experiences and on the field player experience (escort and half time). Consider deposit to commit to the experience being locked in. ~\$500 per experience. Set dates, advertise opportunities and promote to club members and local community. Rob and Ralph can work with and collaborate with Adam L. Rob/Ralph will follow up and send out details. Board was interested in May 4<sup>th</sup> NYRB Home Game for Club wide support.
- b. Model's Coupon for Spring is coming soon
- c. Pictures Day for Players and Teams will be set-up at the Municipal Building
- d. Affinity Grant is coming out soon, application due approximately end of March.
- e. There are two potential fund-raising opportunities, one for a patch sponsor for uniforms with a sports apparel company, golf tournament at Matawan Gold Club.
- f. There are 2 potential Sponsors for website banners.
- g. Need artwork by June 1<sup>st</sup> for any patch sponsors for uniforms.
- h. Need club announcement for uniform sponsorship (Rob/Joanna/Konrad)
- i. Should check with MNJYSA/EDP on issues with Shirt sponsors. Preliminary thought is there is no issue or restriction as many other clubs have them.
- j. Banquet – Debbie Manrique and Shurtee Chopra volunteered to plan HSC Banquet, looking at dates and locations. Early June (June 1<sup>st</sup>, 2017 last one)? At High School Cafeteria/Commons. Rob checked, and commons is available Friday May 31<sup>st</sup> and Friday June 14<sup>th</sup>.
- k. Fundraising – Do we release fundraising program with Crazy Raise and get it going, this is tax deductible and can help drive company matching. Target release date of March 1<sup>st</sup> of sooner.

### 9. **Communications Directors Report – Joanna Robison**

- a. Website has basic info and is ready to potentially publish. Need to set up a working meeting with access to board members that have current info. Joanna will need help from Becky, Konrad, Adam, Niles initially.
- b. Konrad handling most of social media and some material does need proof reading and grammar editing.
- c. Updating Team Snap with player and coach changes and adds, Becky to send excel export to Joanna of all active players and rosters.

### 10. **Field Directors Report – Ralph Manrique**

- a. Preparing for Spring, all field permits with Parks and Recreation are in place for SWR, CC and Municipal. Singley Park Soccer Field on Saturdays from 8 AM to 1 PM. Parks and Rec fields open April 1<sup>st</sup>.
- b. BOE Fields – Reached out to Mike Davis with request to get access to Turf on Wednesday and Thursdays in March and thru mid-April.
- c. Amsterdam Plateau March 11 thru End of April. Rob Sutton to make request.
- d. Inquired to Somerset County about access to Torpey Field.
- e. Rob Sutton will book any available indoor space starting mid-March thru end of March.
- f. Will send Hillsborough Travel Basketball and MMoG and St. Josephs CYO organizations a request to release un used gym space.
- g. Convert Country Classics to new proposed field layout.

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<p><b>11. <u>Equipment Directors Report</u></b> – Shawn Pierson_</p> <ul style="list-style-type: none"><li>a. <u>Need uniforms for new players for Spring adds, especially high school</u></li><li>b. <u>Joanna Sasso volunteered to be uniform coordinator for 2019-2020 Season</u></li><li>c. <u>Introduce Joanna Sasso and Brenda from GotSoccer.</u></li></ul> <p><b>12. <u>Meeting adjourned at 10:50 PM</u></b></p>	
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THE MEETING MINUTES ARE MEANT TO REFLECT THE ITEMS DISCUSSED AT THE MEETING. IF CORRECTIONS ARE REQUIRED, PLEASE ADVISE THE DESIGNATED SCRIBE IN WRITING WITHIN FIVE (5) WORKING DAYS FROM RECEIPT. IF CORRECTIONS ARE NOT RECEIVED, THIS WILL STAND AS WRITTEN AND ASSUMED TO BE ACCURATE.