

Bellevue Soccer Club

Executive Council Meeting Minutes

May 10, 2010

Board members in attendance: Larry Denton, Dan Dunn, Greg Fisher, Sarah Fisher, Denise Geringer, Rich Locke, Steve Moore, Sharon Moore, Kirk Nelson, Todd Smith

Call to Order

- Meeting called to order at 7:30pm

Approve April Minutes

- Larry motioned to approve April Minutes
- Sharon seconded motion
- All in favor—minutes approved

Treasurer's Report

- Received checks and made deposits from Mr. Campbell; case closed
- MUD giving 75% break on sewage, still working on water portion
- Rich motioned to approve Treasurer's Report
- Larry seconded motion
- All in favor—Treasurer's Report approved

Old Business:

- Advertising fees
 - Opportunities: website (2 places), fields
 - Rich looking at costs by other clubs

New Business:

- Summer 3-v-3 league
 - Use micro fields and small goals
 - 12-17 minutes halves, about 45 minutes per game
 - Non-sanctioned so don't need official referees
 - Referees \$10-15 per game
 - Saturday 9am-3pm, starting mid-June and ending August 1
 - Cost: \$180/team
 - Greg motioned to allow Select Committee to organize and run a 3v3 league
 - Larry seconded motion
 - All in favor—motion approved
- Select coach's pay
 - Greg motioned to have BSC pay Select Coaches
 - Sarah seconded motion
 - Discussion
 - No mention of needing certification
 - Want meeting with parents to give instructions verbally
 - Motions to amend
 - Move due dates to 5th of month
 - Approved
 - Remove 90-day penalty, only 30- and 60-day penalties
 - Approved
 - Motion carries with Sharon opposed
 - Select Coach Pay and Select Coach Agreement are at the end of these minutes

- Picnic
 - Spring picnic will be May 22nd
 - Larry will order food; let him know what we need
- Kansas City Wizards/Manchester United Game
 - Discounted tickets for Man U Game if buy for another KC game
 - KC wanted group sales
 - Age Group Directors will send information out to coaches

Reports

- Registrar
 - Working on Spring stuff
 - Online will be open by the end of May
- Directors
 - Maintenance
 - Toro wants to rent fields for age specific tournaments with a limited number of teams. Revenue would be split 70/30 Bellevue/Toro after expenses
 - Toro is nationally-known & could bring in teams from across country
 - Todd motioned to accept offer to have age specific tournaments, 8 teams per age group
 - Larry seconded motion
 - All in favor—motion passes
 - Also wants to rent field space for practice
 - Toro already pays College of Saint Mary for practice fields
 - Would take what is available after our schedules are made
 - Wants space for team camps which they would make available to Bellevue players
 - Scheduling
 - Coaches asking uniform questions
 - Not sure why they are asking scheduler instead of age group director
 - Not many rescheduling requests
 - One coach still not following procedure
 - Officials
 - Only 2 games not covered all season
 - Micro
 - Going well
 - Will make up one of the cancellations on May 24th
 - U7/8 Boys
 - Absent
 - U7/8 Girls
 - Going well
 - U9/10 Boys
 - Absent
 - U9/10 Girls
 - Absent
 - U12/14 Boys and Girls
 - Going well
 - Tops
 - Awards on May 23rd
 - Going well
 - Competition
 - No report

- Committees
 - Capital Improvements
 - Absent
 - Grievances
 - None this season
 - Fundraising
 - Fireworks stand ready to go: have distributor, all turned in to city. Not sure on status of building yet, but the stand will be located in front of the UPS Store at 75 & Fort Crook
 - Publications/Public Affairs/Advertising
 - Tournament advertising
 - Awards and Recognition
 - Picnic on May 22nd, noon-4:00
 - Tournaments/Camps
 - Starting on Fall tournament soon
 - Competitive Development
 - Team formation stuff is in
 - Possible 12 select teams in fall
 - Coach/Trainer Education and Development
 - Going through website to put up FAQ for coaches
 - Working on "what do to at BSC" document/manual
 - Player Development
 - No report
 - Information Technology
 - Website is pushing their online registration
 - We can use the website registration, but we will still have to input everything into League One for the state.
 - Can set up payment accounts, own questions, requests, etc
 - Equipment
 - Absent

Adjourn Meeting

- Steve motioned to adjourn
- Larry seconded
- Meeting adjourned at 9:44pm

Select Coaches Pay Motion, as approved

Date: 5/10/10

Motion: Modify select coaching pay policy to have the club collect fees and pay coaches directly.

Background:

Over the last few seasons there have been several cases where coaches haven't been getting paid in a timely manner or at all. Sometimes this is due to parents not willing or able to pay. Other times it is due to team managers not willing or able to do the job. This has resulted in the very likely possibility that the club may lose several very high quality coaches from the select program. Losing select coaches would have an adverse affect on the program and the club as a whole as many select coaches are also involved in club-wide training programs, curriculum development, and other aspects.

Having team managers, which are also parents on the team, collect fees is problematic. Team managers feel apprehensive about hounding fellow parents for fees. This can also add to issues with team chemistry and division/ill feelings.

Parents are often likely to put off parent team managers because they're "just another parent" and they don't recognize their authority to collect fees.

Additionally, team managers are not well equipped to handle issues arising from failure/inability to pay the fees. Team managers are told that the club will help them collect from "problem parents". However, team managers rarely ask for help or wait until the situation is often beyond repair. It should be noted that the club currently pays trainers directly. The only difference is that the club collects training fees through the registration fee. The club also pays referees.

Pros:

Having the club collect the fees will be less problematic than team managers collecting fees. When a bill is received from the club, parents are less likely to blow it off as there are consequences for not paying (i.e. removal, suspension)

Paying the coach directly gives them regular and timely pay allowing them to focus on coaching which will benefit the team.

Paying coaches directly may help attract more high quality coaches.

Paying the coaches directly allows the club to withhold any fines accumulated by the coach/team during league play or for non-returned equipment. This will result in costs savings for the club as previously the club has had to pay any league fines and replace non-returned equipment with no way to recoup the loss.

Developing/establishing payment plan options as a result of this policy change could be expanded in the future to include registration fees, uniforms, etc. This would make both the developmental and select programs more attractive options to parents as currently many choose not to join because of the initial cost outlay.

Cons:

Collecting fees will add additional work because it needs managed (invoices sent, follow up on non-payment, etc). Procedures for paying trainers and referees has already been established and would be the same used to pay coaches.

Mitigations: The amount of work can be reduced through the use of email invoices, online payments, recurring payment/auto-withdrawals, etc. In the event that it actually becomes more work than a volunteer can handle, coaching fees can be increased in order to pay the administrator (e.g. \$25 per player on payment plan).

If parents don't/can't pay a financial burden falls on the club to pay the coach

Mitigation: If a parent refuses to pay, the player can be removed or suspended from the team. If they can't pay for financial reasons, the coach can excuse the player from the fees (thus reducing their pay) or an alternative payment plan can be arranged. At most, the club would be burdened with 2-3 months pay to the coach for that player (approx \$60-90)

Suggested Policy:

1. Coaching fees will be paid to the club by parents following an agreed upon payment plan.
 - a. Payment plan options:
 - i. One installment in August
 - ii. Two equal installments, one in August, one in January
 - iii. 5 equal monthly installments, August through December
 - iv. 10 equal monthly installments, August through May
 - b. Parents always have the option of paying ahead but must make the minimum payments as scheduled.
 - c. Failure to pay may result in suspension/removal from the team.
2. The club will pay coaches monthly based upon their contracted fee.
 - a. The current coaching fee is \$300 per year per player, paid monthly over 10 months (August – May)
3. The club may deduct team/coach fines or the replacement cost of non-returned equipment from coach's pay

Suggested Procedure:

1. The Competitive Development Committee is responsible to implementing this policy.
2. Develop a written coaching agreement between the club and the coach that explains compensation. Also included would be terms for withholding pay due to fines or non-returned equipment. The agreement would detail the amount paid for each player and the payment schedule.
3. Rework the select registration form to detail all costs associated with the select program including coaching fees. The form would include acknowledgement of the requirement to pay coaching fees as well as payment options, due dates, and consequences for failure to pay. On the registration form, parents would select which payment plan they will follow.
4. Require select teams to develop an annual budget for their teams and include this information in the "offer to play" letter given to players at tryouts.
5. Send invoices 21 days prior to the payment due date:
 - a. One installment: Due August 5st
 - b. Two installments: Due August 5st and January 5st
 - c. 5 Monthly installments: Due fifth day of month starting in August ending in December
 - d. 10 Monthly installments: Due fifth day of month starting in August ending in May
6. Late/non-payment:
 - a. If payment not received within 7 days after due date:
 - i. Send late notice to parent
 - b. If not received within 30 days after due date:
 - i. Send final notice to parent
 - ii. Contact parent to resolve issue; arrange alternate "make up plan" if necessary.
 - iii. If needed, contact coach to see if they wish to excuse the fees for this player. Get approval to excuse from coach in writing.
 - iv. If parent refuses to pay, drop player from team; collect player pass from coach
 - c. If not received within 60 days after due date (no alternate arrangements made and not excused from fee):
 - i. Send suspension/drop notice to parent

- ii. Drop player from team; collect player pass from coach

Pay coach at the end of each month (Aug-May). Coaches are paid for each rostered player minus those that have been excused or dropped (voluntarily or involuntarily)

Coaching Agreement (as approved May 10, 2010)

This AGREEMENT is made this _____ day of _____, 20____, between Bellevue Soccer Club (hereafter "Club"), and _____ (hereafter "Coach"), an individual acting as an independent contractor providing coaching services for the Under-_____ team _____ (hereafter "Team")

In consideration of the foregoing and the mutual promises and covenants set forth, the parties agree as follows:

Term of Agreement: This Agreement is effective on the date set forth above and shall continue in effect through the month of June of the following calendar year. The Club may terminate this contract at any time and without notice if it is determined that Coach has violated Club rules or policies, or has acted in a manner that is detrimental to the Club. This agreement may also be terminated if it is mutually agreed between the Club and the Coach that such termination is beneficial to both the Club and the Coach.

RESPONSIBILITIES:

The Coach shall:

1. Abide by all Club, Nebraska State Soccer Association (hereafter "NSSA"), league, federal, state, or local laws, rules, policies, and regulations.
2. Submit to Club or NSSA background checks as required.
3. Act ethically and professionally at all times so as not to bring embarrassment or disgrace to the Club or Team.
4. Participate in a minimum of 2 Team practice/training sessions per week during the regular outdoor seasons (Fall/Spring) and a minimum of 1 Team practice/training session per week during indoor seasons (Winter). If a conflict arises, the Coach shall work with the Team and Club to arrive at an appropriate solution. It is the responsibility of the Coach to ensure that at least one member of the Teams' coaching staff is present at practices, games, or any other Team or Club event.
5. Run training/practice sessions in a positive, structured, and professional manner following club approved curriculum.
6. Conduct player evaluations at least once per season and provide positive and constructive feedback to players, parents, and the Club.
7. Make a good faith effort to attend all coaches meetings, seminars, clinics, tryouts, or other events which are established by the Club. It is the obligation of the coach to advise the Club if an event cannot be attended.
8. Participate in Club provided or sponsored sportsmanship, ethics, and safety training.
9. Be responsible for the actions of the assistant coaches, parents and players, prior to, during and after each game, practice, and Club or Team event. The Coach is responsible for paying all fines and fees levied on the Club as a result of their conduct or that of the Team's assistant coaches, parents, or players.
10. Be responsible for knowledge of the rules as defined by the Club, NSSA, US Youth Soccer Association (USYSA), league, and other organizations to which the Club is affiliated.
11. Maintain accurate records of all player, equipment, medical releases, parent/guardian and emergency information.
12. Communicate Team and Club events, policies, and other information to the Team in a timely and effective manner.
13. Submit an accurate Club issued equipment inventory 2 weeks prior to the end of the each season.
14. Surrender all Club issued equipment before the expiration of this Agreement or when requested by the Club.

The Club shall:

1. Provide necessary administrative support such as, but not limited to, player registration, rosters, and passes.
2. Provide normal and necessary equipment for practice/training and games such as, but not limited to, nets, flags, balls, cones, and other training aides as deemed essential by the Club.
3. Provide facilities or access to facilities for practice/training as deemed essential by the Club. Assist the coach in locating additional facilities as needed. It is the responsibility of the Coach/Team to pay for any facilities beyond those provided by the Club.
4. Evaluate the Coach's performance annually and provide positive and constructive feedback.
5. Communicate policy and rules changes with the Coach in a timely and effective manner.
6. Reimburse Coach for the cost of attending approved coaching education clinics, courses, and seminars in accordance with Club policy.
7. Assist the Coach as needed in resolving any issues that may arise.

COMPENSATION:

The Coach shall be paid a fee of \$ _____ for each player registered on the Team for the soccer year (August – May).

1. The total annual compensation will be paid in monthly installments over the period which the Team is active. Generally, single season teams are active August – December and full year teams are active August through May
2. Players will pay coaching fees to the Club. The Club will in turn pay the Coach. If a player becomes more than 60 days overdue on coaching fees and their fees have not been excused or other arrangements made, they will be involuntarily dropped from the team and the Coach must return player's pass to the Club and not practice with or play the player.
3. The Coach may excuse any player from their responsibility to pay the coaching fee or reduce the amount for any reason. This must be communicated to the Club. The amount paid to the Coach will be reduced by any excused or reduced fees.
4. Compensation for players added after the start of the soccer year or dropped, whether voluntarily or non-voluntarily, during the soccer year will be prorated for the portion of the soccer year that the player was on the Team.
5. In the event of early termination of this Agreement, compensation will be prorated for the portion of the soccer year that services were provided.
6. The Coach is responsible for paying all fines and fees levied on the Club as a result of their conduct or that of the Team's assistant coaches, parents, or players. The club may withhold any such fines from the coach's pay.
7. The club may withhold the replacement cost of any non-returned club issued equipment from the coach's pay.
8. The Coach shall accurately complete and submit an IRS Form W-9 to the Club.
9. The Coach is and shall be, under this Agreement, an independent contractor and shall not in any way at any time be or become an employee of the Club as a result of this agreement. Coach shall not represent to third parties that he/she is employed by the Club unless through a separate agreement with the Club.

In Witness whereof, the parties hereto have executed this Agreement as of the date written above.

Coach

Date

Club Representative

Date

Coach Contact Information

Printed Name _____

Email _____

Address _____

Phone _____

City, State, Zip _____

Cell / Work _____

Date of birth _____

Driver License # _____ State _____
