



RSL-AZ Manager Meeting

Getting Started

THANK YOU!!!!

- Thank you for volunteering and helping to make your team successful!!!
- Tonight is an overview
- We are here to help you.

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Managers Role (Team Coordinator)



- Help coach with team communication
- Help coach with team logistics for events
- Ensure Player eligibility to play (Data Collector)
- Share schedules with team (BYGA)
- Help team navigate/coordinate travel
- Work with treasurer to register and pay for events
- Tournament Requirements
- Carry passes /access medical releases as needed

Note- You shouldn't need to stalk people for team fees or settle arguments or explain any events on the field. – Get your coach involved.

Treasurers Role



- Prepare team budget and establish monthly dues.
- Manage team cash flow and operational expenses.
- Send bill pay, make deposits, and balance account.
- Generate quarterly financial reports.
- Pay referees as applicable

Note- You shouldn't need to stalk people for team fees or settle arguments or explain any events on the field. – Get your coach involved.

Team Names



- Club Name
 - RSLAZ North or RSLAZ South
- Team Name examples
 - 09B Zook
 - 07G Callaghan Royals

Exceptions for DPL, EA and New Tier

BYGA at a Glance



- Roster
- Practice schedule
- Game schedules
- Team Communication
 - Email
 - Chat
 - more

First Steps Manager (In process or complete)



- Log into your team account in BYGA- View registered players, remind players to register.
- Manager/Treasurer/Spirit Shirt Coordinator selected.
- Collect Jersey #s and upload roster to soccer.com (BYGA roster is downloadable.)
- Watch for banking information

Data Collector Explained - Manager



All players need to complete Data Collector on BYGA (additional player info, forms including med release and headshot.)

– Missing data collector will mark the player as ineligible in BYGA.

**Exception will be leagues where parents must upload info.

Bell Bank Call Outs

Detailed flyer will be coming but here some highlights



- You won't have to go into a branch to sign
- You will not be able to withdraw money at a branch but you can withdraw from an ATM.
- You will have a Bill Pay option but there will not be any paper checks. (or cashier's checks)
- You can deposit inside a branch or mobile.
- Both the manager and treasure may have a debit card with no additional fees
- Zelle available July 1st

Creating your Team Budget



- Managers/Treasurers work with Coach to create a Tournament list and budget (See banking email sent Monday with a team budget template)
- Based on what events you want to do.
- Factors to consider:
 - League fees
 - Referee fees - Open League & Elite Platforms
 - Tournament fees
 - Coach Travel Reimbursement
 - Team equip purchases (balls/tents/benches etc)
- ****Share budget with your team.
- This will also be your spirit shirt fundraising goal.

Event Costs to Consider



- Event Fee
- Gotsport Fee- \$20
- Credit Card Process Fee 3.5%
- Coach Reimbursement for travel
 - Per diem
 - hotel
 - parking
 - travel

<https://www.rsl-az.com/coachtravel>

Who Will Register for Events?



- Who will register?
- What events will be registered for?
- What level should I request?
- How will I pay?

Team Banking



- Managers/Treasurers will have access to team bank account.
- First Bank transition to Bell Bank
- Watch for more details

Manager/ Treasurer Requirements – July 1st



- Background Check every year through sanctioning body
- Safesport every year
- Heads Up – Concussion Course

******Wait until July 1st - full instructions will be sent.**

Your Registrar

Kimberly Gomez – South

Sabrina Parsons - North

Ashley Engilman – Next New Tier

EA – Bradyn Lambert

Additional Support
Megan Belles & Kathy Belles plus more



Arizona Soccer Association (ASA)



APL – Arizona Premier League

ASL - Arizona State League

OL – Open League

Youth Academy – No registration for league

IMPORTANT: Please reach out to your coach to make sure they know the level the team will apply for. Directors are working with them now.

Other Leagues

MLS Next – Highest Level Boys

MLS Next – New Tier

EA (Elite Academy) – Next highest for Boys

ECNL - Highest Level Girls (Utah Royals FC AZ)

ECNL-RL - Next highest for Girls (Utah Royals FC AZ)

DPL/DPLO- Development Player League – Elite Play for Girls

E64 – Regional League

PreECNL & Pre MLS Next (U11 & U12)



League Registration



- Advanced League – May 28th – June 27th
- Open League – May 31st - July 19th
- Review Key Dates on ASA website

- Other leagues – as directed.

PLAN AHEAD TO RAISE MONEY!

Got Sport

- All teams will have Got Sport accounts for events.
- DO NOT CREATE your own account.



Official Team/Player Registration with your Registrar



- Please let your registrar know the date of your first event.
- Teams will be prioritized in the order of their first event.
- Managers will be contacted when passes are ready for pick up.

Seasons



- The 24/25 season runs through July 31st.
- The 25/26 Season officially begins Aug 1 but we can start printing the new passes July 1st. (But we can queue up players into their new teams now.)
- Your team age in GotSport will automatically “age up” on Aug 1st.
- Managers should not change a team name or add players (except for specific event rosters) – GotSport or BYGA
- Players turning 18 in the 25/26 season will have to complete Safesport prior to being able to register to the team.

Other Systems You May Use



MLS Next – Kitman

MLS Next New Tier – League Apps

EA (Elite Academy) – League apps

ECNL - (Utah Royals FC AZ) – Athlete One

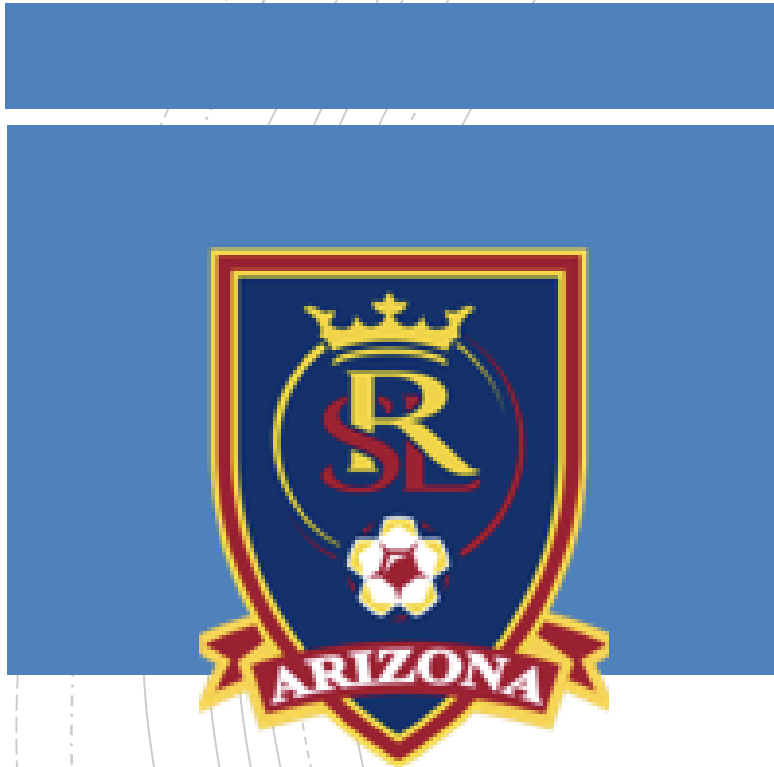
ECNL-RL - (Utah Royals FC AZ) – Athlete One

DPL/DPLO – Got Sport

E64 – Got Sport

PreECNL & Pre MLS Next - Gotsport

Common Getting Started Questions



- Where is my roster?
- How do I add players?
- What are player passes and why do I need them?
- How do I get player passes?
- What if my roster is different for each game?
- How do I add borrowed players?

Spirit Shirt Overview

- Team fundraiser
- 100% goes to team
- Shirt is required part of the uniform



Spirit Shirt Coordinator (4hours vol time)

Send communication to team to get sponsors

Keep list of sponsors

Send \$ amount to treasurer

Collect team orders/ order with vendor (ensure money collected)

Provide sponsor list and print approval to vendor

Distribute shirts

Volunteer Bond



- Volunteer Requirement – 4 approved hours **AND** 5 raffle tickets.
- Managers & Treasures – I will remove your bond over the summer.
- Spirit Shirt Coor – I will remove bond once they sell their tickets. They must sell their raffle tickets.
- No other team jobs satisfy the volunteer requirement
- Lots of hours available around our tournaments.

<https://www.rsl-az.com/volunteer>

Manager Corner



- **Manager Tips**
- **Spirit Shirt**
- **Treasurer**
- **New Player Procedures**
- **Coach Travel Reimbursement Policy**
- **Uniform Page**
- **Team Tent Order Form (optional)**

Festival de Futbol



- Mark your calendar's Aug 15-17
- Interclub scrimmages across the regions
- SSC
- NO COST to the teams

Housekeeping



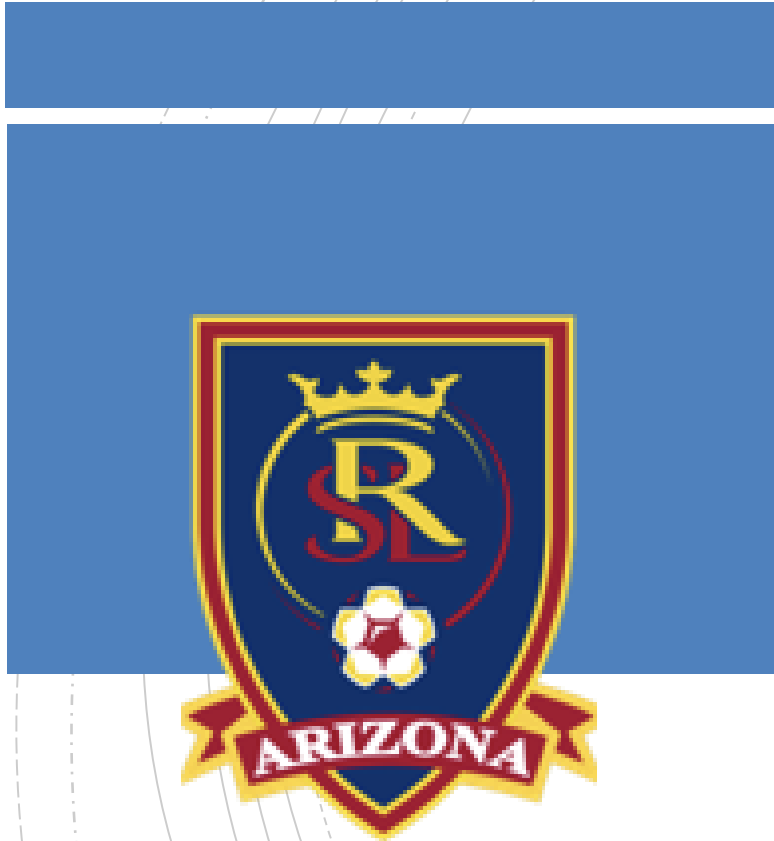
- Always tell us your team's name when contacting us.
- Please don't copy us on routine emails to your team.
- Team Names Club, Birth year, gender, coach name
RSL AZ South 06G Garcia Royals
- Ask questions
- **MOST IMPORTANT – DEEP BREATH!!!!** There's a lot of information here.

Next Presentations/Meetings/Info to watch for



- Thursday June 5th – Tournaments/League – Got Sport
- Spirit Shirt Info
- GotSport & BYGA how to's
- General season reminders/how to's end of July or beginning of Aug
- Sports Recruits for U15 and up
- GPS team info for U13 and up
- VEO discounts

To Do Now



- Make sure players are registered in BYGA
- Make sure players are ordering their uniform
- Watch for more banking info
- Create and publish your team budget
- Communicate with your coach on league placement
- Start fundraising



Questions

Contact me with questions

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Or

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