



**Northfield Soccer Association  
Board Meeting Minutes  
Thursday, November 1, 2018**

**I. Call to order**

Brent Kivell, President of the Northfield Soccer Association, called to order the regular meeting of the Northfield Soccer Association at 7:04 pm on 11/1/2018 in the library of the Northfield United Methodist Church.

**III. Roll Call**

Quorum was present with the following board members in attendance:

Brent Kivell – President/Referee Coordinator  
Beth Kallestad- Treasurer  
Thelma Estrada -Community Liaison  
Tonya Sauer – Secretary

Other Members Present:

Tammy Seymour-Administrator  
Jorge Zuccolotto- Director of Coaching  
Dave Wieber  
Kieth Argabright

**III. Approval of Agenda**

The agenda was approved by unanimous consent.

**IV. Approval of minutes from last meeting**

Minutes from 9/19/18 Annual board meeting were approved by unanimous consent.

**V. Community Comment**

Kieth Argabright came and introduced himself to see if he would be interested in a Board position within the NSA.

Jorge had more discussion with U10 traveling. There was talk that they will have a team if there is enough interest, but otherwise the players will be sending them back to Academy. Boys are doing better than the girls at this stage. Asking to open out the U10 Traveling team opportunity for the boys because he feels they are ready to move up. The NSA board agreed.

**VII. Coordinator/Committee/Officer Reports**

*Brent Kivell, **President***, gave an oral report. Will be attending the annual MSA meeting on Saturday, Nov 3, 2018. Met with Department of Revenue and came away from the meeting with the feeling that NSA need to restructure the contract the people it currently employs as a contracted position to an actual employee. There was discussion as to what road we take from this new information and with what can the MYSA can help. In addition, there was discussion if other clubs are experiencing the same thing. We have a little under \$1000 in *Gold Credit* from Soccer.com just from the fall order. There was discussion as to what can be done with the money and it has to be done by the end of the current year. An email from MYSA that details MYSA expectations from adults-background check, concussion training, and now there is a third requirement that obligated the adult to watch 3 modules that discuss typical job training videos- *Safe Sport*. The JJSO will not be happening in 2019 due to time constraints and lack of volunteer support. Mentioned that there other funding we can look into.

XXXXXXXXXXXXX, ***Vice President***, position is not filled.

XXXXXXXXXXXXX, ***In-House Coordinator***, position is not filled.

XXXXXXXXXXXXX, ***Fundraising Coordinator***, position is not filled.

*Beth Kallestad, **Treasurer***, gave an oral and written report. Received the Tornado claim, Coerver payment, and had to pay MYSA fees and Fall fees with money left in the bank. Plan to purchase new version of Quickbooks online software through Tech Soup. Also, the computer is still running very slow and there is concern it might not last much longer.

*Brent Kivell, **Referee Coordinator***, gave an oral report. Paying referees is in process and will wait to see if there are other steps to take to get people paid.

*Tricia Swedin, **Communications Coordinator***, was not present.

Thelma Estrada, **Community Liaison**, gave an oral report. Received information as to what the parent is responsible for at the CAC and what kind of paperwork is needed. Will be making flyers to drop off at homes that will give them information as to where to go to register. Discussion about utilizing Greenvale as a source

Tonya Sauer, **Secretary**, did not have anything to report.

Tammy Seymour, **Administration**, gave an oral report. Working on the registration and the MYSA.

## **IX. New Business**

- A. New goal set purchase
  - 1. There was discussion to order 1 or 2 sets. The insurance gave money the buy the equivalent of the goals on Field 6. There is a discount to buy 2 goals to save shipping costs. They will give a discount to order and pay within 30 days and they will hold the goal sets until April.
  - 2. Beth made a motion to purchase 2 goals and Tonya seconded. Motion passed with unanimous consent.
- B. Letter of Engagement with Goodney & Associates
  - 1. We no longer have a paid bookkeeping position and the Goodney will be making the Bank statement reconciliation and handle the tax preparation and State and Federal tax preparations. \$70 per hour for work that is good until the end of the year without a set number of hours they require. They just need to have a formal document on file.
- C. Gregg Giza used uniform exchange proposal
  - 1. For players that need an extra pair of shorts, socks, shin guards
  - 2. Players that have finished playing soccer can turn in old equipment and uniforms that can be recycled for others in need.

## **X. Open Issues**

- A. Contractor evaluation/review
  - 1. Coordinate with Tom, Brent, Dave to meet with Tammy and Jorge separately to discuss what is working well and what can be done to improve on both ends
- B. Winter practice times/locations
  - 1. The Longfellow option for 13 and younger is the only thing that will work with our need. This will occur on Tuesdays and Fridays. Players will not have to pay for time.
  - 2. Will send out a "Save the Date" for possible OPEN DOME times that are geared more for 14 and older players with no fee for the DOME
  - 3. They will have to register first in order to go to open gym times because of insurance legalities
- C. Open positions (Board or otherwise) and strategy to fill
  - 1. Dave said he would help in any way he could with an open position

2. Vice-President, Fundraising Coordinator, JJSO Tournament director, In-House Coordinator, and Referee assigner. In-House is the most critical need and the next need would be Fundraising Coordinator, and Referee assigner.

**X. Adjournment**

Beth Kallestad motioned to adjourn the meeting. Tonya Sauer seconded the motion. Motion approved. Brent Kivell adjourned the meeting at 8:50 p.m.

Next meeting is scheduled for 12/6/18, 7:00 pm

Minutes respectfully submitted by: Tonya Sauer, Secretary

***Minutes Approved: 12/6/18***