

CAPITAL VALLEY YOUTH SOCCER LEAGUE
BOARD OF DIRECTORS' MEETING MINUTES

October 21, 2003

Christ Community Church, Room 5/10
5025 Manzanita Ave, Carmichael CA
7:00 - 9:00 p.m.

Board Member Roll Call - Attendance (P = Present, A=Absent)

President	Ken Relat	P	Capital Valley United S.C.	John Love	P
Vice President	Guy Fischer	A	Carmichael Soccer Club	Nancy Allardyce	P
Treasurer	Sandy Relat	P	Citrus Heights Soccer Club	Willie Woo	P
Secretary	Cathy Crothers	P	St. Johns Soccer Club	Greg Hovious	A
Registrar	Sue Lankford	P	Del Campo Soccer Club	Steven Celiceo	P
Metro Coordinator	D'Ann Hall	A	Foothill Soccer Club	Dave Fisher	P
Referee Coordin.	Chris Impens	A	La Sierra Soccer Club	Mike Winn	P
Scorekeeper	Ray Kelley	A	Mission El Camino S.C.	Gene Totten	A
Coach Coordin.	Matt Kovisto	P	North High. -Antelope S.C.	Ken Gronbach	P

Meeting Called to Order 7:15pm.

Guests: Dave Conley, North Highlands/Antelope Soccer Club coach and field coordinator.

Review of last month's minutes: Sept. 15, 2003 minutes not presented to Board so not reviewed. Will be available next month meeting.

Correspondence

1. Halloween Tournament applications received (due today).
2. Received some Soccerfest tournament applications (due Nov.1).
3. Received CYSA application form to apply for next year's Tournaments (due Nov. 1, 2003).

Committee Reports

President

1. District 6 Meeting – did not attend meeting so no report.
2. PAD meeting report (Ken reported as Guy not present). Problem presented to PAD was determined to be an administrative issue and sent to District 6 for review (Game had 4 referees (only 3 allowed during a game) which complicated situation and complaints.)
 - a. Same game involved a U-19 player touching referee and PAD penalized player with a 1 and _ year suspension from play with Sac Youth Soccer League administering penalty.
3. CVYSL discussed PAD committee process and noted that CVYSL has no written rules of conduct. CVYSL Board members commented that all PAD committee members should behave professionally and conduct its business seriously as the members are responsible for making disciplinary decisions that have significant effects on CVYSL members. PAD members should not drink alcohol during meetings.

Vice President – see above.

Treasurer

1. As of 9-30-03, Checking Account: \$30,523.95
Money Market Account \$18,032.58

2. Sandy needs some tax info from a few clubs to file 2002 taxes (i.e., St. Johns S.C.).
3. Sandy proposed Treasurer Procedures (shown below) that all club Treasurer's would follow. Sandy will email the Treasurer Procedures to all CVYSL clubs.
4. Sandy recommended that the following three actions be taken by CVYSL Board
 - a. Require each CVYSL soccer club to use "Quick Books" for treasurer accounting.
 - b. CVYSL provide to each club a Treasurer's Binder with required Treasurer Procedures.
 - c. Add these actions and requirements permanently to CVYSL Standing Rules at December 2003 AGM (changes become permanent if ratified by a simple majority vote at AGM).

Board discussed the proposed Treasurer Procedures, noting that clubs often have discrepancies between their bank account funds and treasurer books because of improper methods in accounting (for example, a club had positive \$4000 in bank compared with treasurer books). These problems could raise IRS tax issues and jeopardize CVYSL nonprofit status. CVYSL manages substantial funds and accurate accounting is important to everyone involved. Quick Books is easier to use and would help treasurers to switch from Quicken to Quick Books. Board discussed CVYSL purchase Quick Book program (\$200) for each club. Sandy offered to prepare binders and explain procedures (see above) for all clubs; ready to use in 2004. Costs to CVYSL to establish procedures, buy materials (binders & Quick Books) estimated at \$2000, which could be included in 2004 budget.

Motion 1. Adopt "Treasurer Procedures" using Binder format and require use by all CVYSL Soccer Clubs and have CVYSL purchase computer program "Quick Books" for CVYSL and Clubs to support Treasurer Procedures. The Treasurer Procedures are as follows:

Each CVYSL soccer club treasurer shall be responsible for the following:

- Maintain the club treasury binder on a monthly basis according to binder instructions (kept in binder).
- On a quarterly basis, provide the league treasurer with the required information set forth in the treasury binder.
The required information must be provided on disk and mailed (post marked by the due date) or it can be e-mailed by the last day of the month following the end of the quarter (due dates: April 30, July 31, Oct 31, & Jan 31).
- Make necessary adjusting journal entries as directed by the league treasurer before the club information is provided to the treasurer for the next quarter.
- Provide year-end information (on disk or email) to the league treasurer by January 31st following year-end.
- At year-end, compile yearly information in pressed board binders and prepare the treasury binder for the coming year.
- All disks or emails providing club files are to be received by the league treasure by the dates set forth above or clubs shall face possible fines as deemed appropriate by the league board of directors.

Motion discussed and approved by unanimous vote.

Motion 2. CVYSL adopt the "Treasurer Procedures" described in Motion 1 to Standing Rules by January 2004 and all CVYSL Club Treasurers must attend a mandatory training meeting provided by CVYSL Treasurer.

Motion discussed and approved by unanimous vote.

Registrar

1. Sue provided list of CVYSL registration showing declining registration during last three years. She suggested CVYSL consider active recruitment next year (more advertising before registration).
2. Sue emailed all clubs about money due from each club for 2003 registrations.

Coach Coordinator

1. F clinic scheduled this weekend (evening Oct 24 and Oct 25). Fee \$25/person. Location probably at Citrus Hts. But awaiting District 6 Coaching Coordinator approval and confirmation of location. Matt will notified those who plan to attend.

Metro Coordinator – none.

Referee Coordinator – none

Score Keeper – none (note, save score cards).

Tournament Committee

1. Ken Gronbach reported on preparations for CVYSL Halloween Class 4 Tournament, this weekend Oct. 25 – 26. So far, costs are close to meeting \$2500 budget. Tonight he will get checks to cover costs of trophies, referee fees, and portable toilets. Board discussed charging for Tournament Booklets, which cost \$4.00 each. This will substantially effect budget, so Board decided to purchase maximum of 75 booklets and limit distribution to coaches, assistant coaches, and those who have a need for booklet, such as field marshals, helpers, and referees.
2. CVYSL Board discussed whether CVYSL should hold CYSA sanctioned tournaments next year or hold “events” which do not require CVYSL to obtain CYSA approvals.

Motion 3. CVYSL shall sponsor CYSA sanctioned Halloween Tournament, Class 4, in 2004.

Motion discussed and **approved by unanimous vote.**

3. John Love noted that CVU will sponsor Thanksgiving Tournament, Class 3, in 2004. John noted that CVU is considering sponsoring 1 or 2 more tournaments. He will let Ken Relat know soon so Ken can submit applications for Tournaments to CYSA (due Nov. 1).
4. Carmichael Soccer Club is sponsoring U-10 Jamboree this weekend Oct. 25 – 26. Jamboree can have guest players and do not officially keep scores or post scores.

Old, Unfinished Business

See above.

New Business

Several letters submitted to CVYSL Board members regarding girls game between U-12 teams of Del Campo S.C. (Shooters) and North Highlands/Antelope S.C. (TLC). See letter from Del Campo

Shooter's Coach, Dale Rinde, filing formal grievance with CVYSL. This issue did not come before CVYSL PAD committee because referees did not issue any red card during game.

According to Del Campo team coach and parents the North Highlands team was too violent and D.C. coach and parents questioned the referee's ability to control dangerous play. A Del Campo girl injured with broken wrist during game. Referees wrote letters explaining actions during the game and that referee actions appropriate. Dave Conley, line referee was present during the CVYSL Board meeting to explain the game and answer questions by the Board. The game was suddenly ended when the Del Campo coach walked onto the field when injured player fell.

CVYSL Board discussed letters and player conduct and refereeing during the game. Board agreed that TLC players appeared to have history of aggressive play. Because no red card issued that provided number of TLC player involved in the injury of Shooter player, Ken Gronbach will ask North Highlands Coach for the name of the involved player.

CVYSL Board voted whether to present the above issues to PAD committee to consider penalizing TLC player and coach based on grievance filed by Coach Rinde. CVYSL voted unanimously to notify Guy Fisher and PAD Committee to hear the grievance by Dale Rinde. Also, coach of Del Campo team Shooters will be talked to, or sent a letter, to explain rules against walking onto the field during a play without referee permission.

Good of Game – John Love preparing CVYSL Newsletter. CVU providing another Coaching session for Club Managers and Club Coaching Coordinators. Classroom session, Wednesday night Oct. 23, 7:00-9:00 pm at Deterding School.

Adjourned 9:00 pm.

Submitted by Cathy Crothers, CVYSL Secretary

CVYSL 2003 CALENDAR

CVYSL Board Meeting Dates (meeting time 7:00-9:00 pm):

Jan 20	CVYSL Board Meeting	Mark & Monica Pizza, on Manzanita
Feb 17	CVYSL Bd Mtg	Round Table Pizza, on Marconi
Mar 17	CVYSL Bd Mtg	Christ Community Church (room 5/10)
Apr 21	CVYSL Bd Mtg	CCC
May 19	CVYSL Bd Mtg	CCC
June 16	CVYSL Bd Mtg	CCC
July 21	CVYSL Bd Mtg	CCC
Aug 18	CVYSL Bd Mtg	CCC
Sept 15	CVYSL Bd Mtg	CCC
Oct 20	CVYSL Bd Mtg	CCC
Nov 17	CVYSL Bd Mtg	CCC
Dec 15	CVYSL AGM	CCC

CVYSL Board meets third Monday each month, at Christ Community Church, room 5/10 (5025 Manzanita Ave, between Winding Way and Madison) unless Monday is a holiday.
District VI Board meets second Wednesday each month, hosted by different leagues.
CVYSL PAD committee meets Thursdays as needed during soccer playing season.

Other Meeting and Important CVYSL Dates:

March 31, 7:00 pm	Club Registrars meeting	Sue Lankford's house.
July 1	Sue Lankford needs the majority of each Clubs registration of players.	
July 20	Sue needs each Clubs working Rosters of teams, players, coaches.	
August 5, 7:00 pm	Seeding Meeting	Christ Community Church (room 5/10)
August 27, 6:30-8:30 pm	Mandatory Coaches Meeting, Foothill Community Park, at Picnic Area. (located off Diablo Road.) ALL TEAM COACHES MUST ATTEND	
	6:30 pm – 7:30 pm, Coaches for U6, U8, and U10 Teams	
	7:30 pm – 8:30 pm, Coaches for U-12 and U-14 teams	
August 27, 7:00 pm	Select/Metro Coach Meeting, at Orangevale Community Center Gym	

Clinics and Tournament Dates (this is partial list, see CYSA, CVYSL and CVU websites for additional information):

March 24 - Player League Meeting.
March 25 - Coaches Clinic for League Coach Coordinators, pizza parlor on Lichen Dr.
April - CVU tryouts begin.
April 26-27 - Tournament Coordinator Meeting at Mariott Hotel in Fremont.
May 9 - Application Due for Premier League, League cost is \$750/team.
May 17,18, 31, and June 2 - E/D Clinic (4 days) in Elk Grove.
National D – at UOP, has openings. See CYSA website for details.
May 29-30 - Beginner Referee Assessor Class in Roseville.
Sept. 20-21 - United Cerebral Palsy Class IV Tournament (for Rec Players) at Cherry Island (U-12 to U-19; Rec Teams who play may want to reschedule regular game).
Oct. 23, 7:00-9:00 pm - CVU Coaching session for Club Managers and Club Coaching Coordinators, Deterding School (Stanley Ave. in Carmichael).
Oct. 25-26 – Carmichael Soccer Club hosts U-10 Jamboree (\$50. / team).
Oct. 25-26 – CVYSL Halloween Tournament, class 4 girl teams, U-12, U-14, U-16.
Nov. – CVU Thanksgiving Tournament, class 3.
Early Dec. – Tide American Cup, Class IV (will conflict with District 6 Cup).

To update calendar on CVYSL website, clubs should contact Kathy Quan by going to the website: capvalleyysl.org, or her email : kat@webdreamsdesign.com□