



VYS Board Meeting Minutes:

September 14, 2016

Board Members and Members Present: Margaret Kerfoot, David Harvey, Simon Hamilton, Andrew Ritter, Mike Allen, Robert (Bob) Lesjak, Jay Selwood, Jessica Sartorius, Jeramie Kopp, Andy McIntyre, Mike Gurdak

Staff: Laura Skoff, Christina (Chris) Pisani, Mary Nunley, Anjali Thompson, Michel Vanderhart, Kevin James

Andrew opened the meeting at approximately 8:05pm.

After brief discussion, it was concluded that the 2016 Annual Meeting Minutes would be approved during the 2017 Annual Meeting.

Treasurer:

Bob provided a financial overview in a new format which was referred to as “Best View”. Actual year to date revenue and expense values through July 2016 were used along with projected values for the Aug. – Dec. 2016 timeframe to develop this summary. The projected annualized 2016 results were then compared to the approved 2016 Budget and material variances were explained.

Some questions were addressed and the presentation format was well received.

In preparation for 2017 Budget planning, Bob announced a schedule with dates, target deliverables, names of stakeholders along with a high level process. Chris Pisani will be the lead and aims to distribute planning templates and relevant communication by the end of September. The month of October will be used for budget development and in November, consolidated reviews will be held and adjustments made. The December Board meeting is targeted for approval of the 2017 Budget.

VP of Travel:

Simon thanked Staff for their efforts and hard work in launching the 2016 Fall Travel Program. He then outlined his four priorities for this years Travel Program: 1) Communication (e.g. Concussion Policy Awareness, Hank Leung's SOAR Newsletter targeting U13G and above, for possible expansion, and preparing a master VYS contact list to be distributed and used by TMs, AGCs, Coaches, Staff, etc.), 2) Coach Retention (e.g. relationship building on and off the field), 3) Coaching Quality (e.g. continuing to provide training opportunities, reviewing coaching needs for 2017 and developing dream slate), 4) League Evaluation, (e.g. ongoing monitoring and review of VYS' travel league participation).

Development Center Update:

Kevin provided an update on the Development Center program – essentially that all resources are in place and the program is ready. There was discussion about developing an email marketing piece – Kevin and Steve to draft and release with cc to Board, Staff, AGCs, etc.

VP Fields:

Andy highlighted that finalizing field scheduling for the House program is a priority. There was active discussion around process and platforms being used to schedule.

Andy advised that he met with Fairfax County School and Fairfax County contacts (and others) to establish relationships and to educate himself on the topic of "Fields" for purposes of historical context and go forward possibilities.

Discussions are underway with regard to the contract renewal for Premier Fields.

VP Operations:

Jay advised that a master inventory equipment capture is underway and that initial orders for required replacement/additional equipment have been made. It was requested that all equipment requests flow through Jay for processing so that consistent models/types (e.g. nets) are ordered for use/reuse across the club. The Ops intern has resigned and Jay stated his desire to hire a replacement resource to ensure equipment requirements are in place to support House and Travel programs.

Jay was commended for leveraging his Dicks Sporting Goods relationship in closing an initial sponsorship deal with them for VYS.

VP House:

Mike Gurdak advised that House games are set to start on Saturday, 17SEP16. He noted that some material field scheduling issues need to be resolved.

Executive Director:

Laura highlighted the outstanding efforts and achievements by Staff, Board and Volunteers to kick off the Fall 2016 season. Upcoming projects she and her team are working on include, 1) Cubs & Development Center Programs, 2) Development of Winter Programs, 3) 2017 Budget Planning, and 4) Website Platform Upgrade. On the community front this fall, plans call for a Coaches (boys vs. girls) soccer match along with VYS participation in the Vienna Halloween Parade.

President:

Andrew outlined the following areas for the Board and Staff to focus on as the “New Rules of the Road”:

- a. Finalize work to define the club’s top objectives. Andrew distributed a summary of the ideas developed during the August off-site for everyone’s review and is targeting the October Board meeting to vote on the priorities.
- b. Andrew launched a new process to address tactical issues. The new RED/WHITE issues process contains specific steps, format, timelines, and reporting. The process is intended to formalize an escalation process within VYS. Andrew raised the Fall game schedule as a RED/WHITE issue. The process is to be rolled out to Staff and volunteers, e.g. NCSL, ODSL reps, Ref Assignor, etc. There will be weekly updates on open RED/WHITE issues and Board meetings will be started with updates on open (and those closed since last meeting) RED/WHITE issues. This new process is effective immediately.
- c. Develop a series of policy and procedure documents. The objective is to define (in writing) the various steps required to run the various functional areas of the club.

There was some discussion with intentions to continue the dialogue during the October Board meeting.

Final Roundtable Issues:

- 1) Simon mentioned that the current travel uniform kit is end of life at the end of Spring 2017. In preparation for Fall 2017 launch, Mary stated she will work with Kevin and Michel on developing new uniform options.

- 2) Mike Gurdak raised open issues surrounding House field scheduling. Andrew stated he would work with Mike to address.

Andrew ended the board meeting at approximately 10:05pm.

Robert Lesjak
VYS Board Secretary