



Crystal Lake Soccer Federation

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Minutes from Board of Directors Meeting March 16th, 2015

Location: Soccer House @ Lippold Park
951 W. Terra Cotta Ave.
Crystal Lake, IL 60014

Time: 7:00 PM

Board Members in Attendance: Steve Schofield, Tracey Dayton, Eric Bertalon, John Novy, Bernadine Hansen, Jack Bragg, Dave Besterfeldt

Board Members Absent: Ryan Savage, Bob Hansen, Joe Schenher,

Administrator: Greg Cole

Guests: Dan Quinn

Call to Order

Steve Schofield called the meeting to order at 7:00 PM. The following paragraphs summarize the decisions & actions taken by the Board.

Approval of February 2015 Board of Directors Meeting Minutes

Tracey Dayton made a motion to approve the February minutes. Dave Besterfeldt seconded the motion, & the Board voted to approve the motion.

Approval of February 2015 Board of Directors Meeting Minutes - Election of Directors to Roles

Tracey Dayton made a motion to approve the February minutes. Jack Bragg seconded the motion, & the Board voted to approve the motion.

Reviewed Minutes from 2015 Annual Membership Meeting

One revision requested. John Novy will make change and post minutes to Google Drive for review/approval at next year's Annual Membership Meeting.

Volunteer Grant from Baxter International Foundation to Crystal Lake Soccer Federation

Steve Schofield presented the \$500 grant to the Board. Special thanks go out to the Baxter International Foundation for awarding the grant and to Steve Schofield for earning the grant.

Treasurer's Report

Eric Bertalon presented the Treasurer's report

- Current bank balance is \$230,311.73.
- Gave a brief update regarding February monies collected & paid out, March monies collected to date.
- Discussed camp expenses.
- Discussed credit card and registration fees paid to date. Eric Bertalon to ask CLSF Financial Coordinator to validate current charges are consistent with the Sports Signup contract.

Tracey Dayton made a motion to approve the Treasurer's report. Bernadine Hansen seconded the motion, & the Board voted to approve the motion.

Audit Update

Eric Bertalon gave the Audit update

- Accountant actively working on CLSF audit.
- Illinois Attorney General sent a letter indicating fines, Accountant is not concerned.
- Accountant has requested a list of players, fees, and payments. Dan Quinn and Eric Bertalon to generate.
- Bernadine Hansen gave update on her concessions sales review:
 - CLSF concessions sales are subject to 7.75% sales tax.
 - CLSF concessions bank deposit receipts are sufficient record keeping showing proper sales tax was paid. No balancing back to inventory purchases nor cash register receipts necessary.
 - Eric Bertalon to confirm 2 previous bullet points with Accountant.
 - Bernadine Hansen to calculate rate increases to cover sales tax and report her recommendations back to the Board.
 - John Novy to gather pricing data from other concession stands & report back to the Board.

Spring 'Board Member on Duty' Signup

Greg Cole passed around the signup sheet. Given the Board is now 10 members, each board member is asked to sign up for 2 slots.

2015-2016 Competitive Team Director

At their last meeting, the Competitive Committee unanimously elected Ryan Savage to his second term as Competitive Team Director. Congratulations and thanks go out to Ryan.

Recreational Committee Report

Greg Cole reminded everyone opening day is April 11th.

Competitive Committee Report

John Novy & Dan Quinn presented the Competitive Committee report

- Gave status of Competitive Team 2015-2016 budget proposal.
- Reminded everyone about hosting a MRL Weekend on April 10th, 11th, & 12th. Master Field schedule has been updated.
- Presented proposed revisions to the Team Tournament Fundraising Policy. Dave Besterfeldt made a motion to approve the revised Team Tournament Fundraising Policy as amended during the meeting. Jack Bragg seconded the motion, & the Board voted to approve the motion.
- England Overseas Soccer Trip Proposal was deferred since the proposal has yet to be received by the Board from Kristian Rockall.
- Dan Quinn requested legal review of overseas trip indemnification verbiage. Greg Cole to ask John Horeled to review and comment.
- Donna Bertalon previously asked if General Liability Policy the trip organizers obtained covered losses/accidents outside the United States. Dan Quinn to follow up with trip organizers and report back to the Board.

Tournament Report

Much discussion took place around CLSF Tournament Director's compensation. Bob Hansen reported on 2 other clubs' tournament compensation process via email. The general consensus of the Board was to offer \$3,500 or 10% of profit, whichever is greater. Steve Schofield to extend the offer to the Tournament Director and report back to the Board.

Outdoor Message Center Update

Jack Bragg

- Presented drawing of the stand-alone message center.
- Cost for 36"x48" display and stand will be between \$700 and \$800.
- Cost for building mounted display will be about \$200.
- It is possible to have them installed for recreational opening day on April 11th, weather permitting.

Crystal Lake Park District's Soccer House Restroom Request Update

Greg Cole

- Met with the Crystal Lake Park District.
- Park District to summarize the conversation and send to Greg Cole. Greg Cole to disseminate letter to the Board for review and comment.

Repair/Replace Large Freezer in Concessions Stand

Bernadine Hansen

- Repair cost from one vendor is \$1,395 with one year warranty on parts and labor.
- Replacement cost from same vendor is \$3,300.
- Bernadine Hansen to contact Ryan Savage to understand if these prices are reasonable. If not, are there other cost efficient alternatives.

Window Decals for CLSF Recreational Program

Bernadine Hansen

- Presented drawing of proposed decal.
- General consensus of the Board was to use existing CLSF logo sized similar to competitive decal and to order 300 at ~\$1 per decal.

CLSF Competitive Teams' Payment Schedules

Eric Bertalon mentioned CLSF Financial Coordinator will be bringing a new payment schedule proposal to the Competitive Committee to resolve non-payment issues with older high school teams.

Dave Besterfeldt made a motion to adjourn at 9:26 PM. Bernadine Hansen seconded the motion, & the Board voted to approve the motion.

Respectfully Submitted,
John Novy