



Red Arrow Soccer Club  
November 19, 2018  
8:00 p.m.  
Main Street Pub, Mattawan, MI

**Board Members Present:** Ernesto Diaz, Corey Wotring, Kerry Williams, Darin Crafts, Mike Lounsbury, Megan Richter

**Board Members Absent:** Hack Perez, Christine Shutters

**Staff Present:** Kristy Lounsbury

**Staff Absent:** Jake Puente

- I. Call to Order
  - A. Ernesto called the meeting to order at 8:07 PM.
  
- II. Approval of Agenda
  - A. Review of the agenda. Megan motioned to approve the agenda, Corey second.
  
- III. Approval of Minutes from 10/15/18
  - A. Review of the minutes. Darin motioned to approve the minutes. Mike second.
  
- IV. Treasurer's Update
  - A. Christine was not able to attend and information was sent out. Review of financial statements and records. Discussion of continuing to work on collecting outstanding registration payments. Kerry will follow-up with a few families. One coaches pay has been issued and waiting for confirmation of completion of evaluations to issue the rest. Mike will ask Jake to send an email to see where coaches are with evaluations.
  
- V. DOC Update
  - A. Jake was not able to attend and Mike and Ernesto provided information. The drop in soccer nights are going well. Spring teams held a tryout that went well and considering a second tryout. Discussion of current coaching staff and how teams are doing, as well as starting to think ahead to coaching staff for the 2019-2020 season.
  
- VI. Old Business
  - A. Freshwater Church/Insurance Certificate

1. Kristy and Kerry will work together on the insurance certificate with WMYSA. Discussion regarding scheduling of teams using Freshwater. Kerry will send an email to coaches and coordinate with Megan on keeping track of team winter training hours. Corey will work with Christine on the purchase of goals to be used at Freshwater.

#### B. Fundraisers and Sponsorship

1. Discussion regarding sponsorship for the Academy program. Darin met with a co-worker regarding the process to keep track of club sponsors. He is working on a letter to provide to businesses, a spreadsheet to keep track, and possible donation tiers. Megan will share with Darin documents she has used with other organizations. Possible fundraiser ideas were restaurant dinner nights, Amazon Smile, dodgeball competition, and business matching.

#### C. Medical Kits

1. \$8.99 per kit and 125 ice packs for \$65.00.

#### D. Barn Goal Post Padding

1. Corey fixed the goals.

### VII. New Business

#### A. Website Management and Past Invoice

1. We received an invoice for last year's website/domain management that was not paid and an invoice for this year. Discussion regarding the cost of this service and if there are other cost effective options. Corey will look into Google's services since we already have a business account with non-profit status.

#### B. Calendar for Events

1. Discussion about the recurring events each year (tryouts, summer camp, team commitments, registration deadline, spring commitments, etc.) and the use of a calendar/reminder system.

C. Cleaning Service

1. Corey is calling cleaning service companies to provide quotes for cleaning the barn bathrooms on a monthly basis.

VIII. Other

- A. Kristy is working with the U16 and U18 spring teams on registration.
- B. We need Jake to send an email to coaches regarding spring commitments and a coach/team manager meeting on January 21st at 7:00 PM (Location TBA).

IX. Open Forum

- A. None

X. Adjournment

- A. Next meeting is December 17th at 7:00 PM (Location TBA). Meeting adjourned at 10:01 PM.

Action Plan

Who?	Will Do What?	By When?
Mike	Talk to Jake about coach's email: completed evaluations, spring commitments, coach/team manager meeting 1/21 @ 7:00 PM.	11/27/18
Kristy/Kerry	Insurance Certificate	Next Meeting
Corey	Look into Google Website Management and Domain	Next Meeting
Corey	Cleaning Service Quotes	12/4/18
Kerry	Work with families on player registrations	Next Meeting
Kerry	Send coaches and team managers an email about Freshwater facility use	11/27/18
Corey/Christine	Purchase 3x2m goals to use at Freshwater	Next Meeting
Darin	Draft sponsorship letter and share with board	Next Meeting

Megan	Send Darin example sponsorship letter, tiers, and tracking spreadsheet	12/4/18
Megan	Find meeting space for next board meeting and coach/team manager meeting	11/27/18
Megan	Work with Kaileb about winter training for Academy	12/4/18