



**White Clay Soccer Club Board Meeting Minutes
November 5, 2009
West Grove Presbyterian Church**

CALL TO ORDER

Vice President John McClung called the meeting to order at 7:25 pm.

ROLL CALL

Board members present: John McClung, Mike Forwood, Roger Miao, Dan DeStefano, Wendy Buchanan, Dawn Fabian, Matt Kephart, and Missy Dixson.

Board members absent: Tom Lauletta.

WCSC Coaches: Rob Gilday.

AGHS Boys Soccer: Dave Whitcraft (Head Coach) and John Wilkinson (Assistant Coach).

No members of the public were present.

2010 Avon Grove HS/White Clay SC Tournament

- Dave Whitcraft and John Wilkinson, representing the AGHS Boys Soccer Team, were present to discuss the spring tournament at AGHS.
- Tournament date is set for the weekend of February 27/28.
- AGHS Soccer will be responsible for AG facilities, concessions, trainers, field marshals, field set-up and clean-up, and referee assignments.
- WCSC will be responsible for advertising, team registrations, financial transactions and reporting, providing tournament director, scheduling, game day management (e.g., results display boards), and trophies.
- Will need to negotiate division of profits (from concessions and registration fees) between two organizations.
- For previous tournaments, there were no field use charges from Avon Grove. AGHS fields (3) can accommodate 16 teams per day. Need to consider/identify fields for overflow games.
- Past tournaments have had good participation from older ages (U16/U17); need to stimulate interest from younger ages (U12 – U15), emphasizing U14/U15. [Action Item – John to get tournament sanctioned by EPYSA.](#)
- WCSC to establish separate subcommittee for tournament led by John and Wendy. It will likely need to meet every two weeks. [Action Items](#) – (1) [Dan to email Coaches to solicit parent volunteers for committee.](#) (2) [John and Wendy to organize subcommittee.](#)

PRESIDENT – John reporting for Tom Lauletta

- Photo releases, and Coach and Parent contracts are being collected and maintained by Club Registrar (Dawn). Tom contacted Coaches, and Dawn has received forms from (4) team. [Action Item](#) – Remaining teams to forward forms to Dawn.

VICE PRESIDENT – John McClung

- Next Board Meetings will be at West Grove Presbyterian on Thurs., Dec. 3 at 7 pm. [Action Item](#) – John to work with Rob Gilday to confirm time.

TREASURER – Mike Forwood

- Submitted P&L and Balance Sheet as of today. Total Assets are \$ 3,514.80.
- Need to complete allocation of overhead from general fund to individual teams for fall season. General Fund balance is \$ 1,109.12. [Action Item](#) – Mike to complete.
- Need additional info on uniform expense allocation to each team. Have not completed payment for uniforms (Missy). [Action Item](#) – Missy to provide info to Mike.
- A couple of teams still have outstanding fees due. [Action Item](#) – Mike to follow up with teams.
- Need to pay field use fees for Nichol Park (2nd half of balance). Bill not yet received. [Action Item](#) – Mike to disburse when bill received.
- Need to pay outstanding costs for field supplies. Matt submitted field expenses totaling \$88.54 for nets/net maintenance. [Action Item](#) – Mike to reimburse Matt.

PURCHASING AGENT – Missy Dixon

- Spirit wear items shared with Board. Club to provide one more opportunity this year for purchasing. [Action Item](#) – Missy to provide Dan with photos for posting on website.
- Need to determine order date for final 2009 spirit wear order and establish process for ongoing purchases. [Action Item](#) – Missy to work with vendor to establish process.
- New source for shorts, socks and white jerseys needs to be established. [Action Item](#) – Missy to investigate transitioning to new shorts, socks, and white jerseys.

CLUB REGISTRAR – Dawn Fabian

- John and Dan to work with Dawn to transfer Club Registrar responsibilities. John provided summary to duties to Dawn. [Action Item](#) – John, Dan and Dawn to meet in January to prepare for spring season.
- U14, U15 and U16 teams will need to register early next year (January) for the spring season.
- Younger teams may have a handful of additions for spring.
- Possible fall tryouts may also add players/teams for spring.

FIELDS DIRECTOR – Matt Kephart

- Based on team feedback, field was widened by 14 yards for large-sided games.
- (4) New corner flags were purchased, new large goal net purchased. [Action Item](#) – Matt to provide Mike with cost info for corner flags.
- Approval for used of AGHS turf fields on weekends was received through Michael Berardi (AGHS Assistant Principal and Activities Director), but one month approval process did not provide enough lead time to execute on plan. Cost for weekend field use quoted at \$ 43/hr. Need to re-evaluate possible use for home games in spring 2010. [Action Item](#) – Matt to investigate.
- Matt attended Sept. 24th AG School Board meeting on facilities use and learned that focus of discussion was on Middle School gym renovations, with no impact on our use of HS turf fields.
- Matt attended Penn Township meeting on site planning on Oct. 14th to learn about planned development for proposed Active Park. Process is still in early stages, with earliest possible installation of a soccer field in 2011/12. [Action Item](#) – Matt will continue to attend planning meetings.
- Matt attempted to contact engineer for Nichol Park expansion. [Action Item](#) – Matt to follow up.
- Need to begin discussion with Franklin Township for use of Crossan Park in coming year. This will become more critical if additional teams are added for the spring and use of AGHS turf fields is limited. May have as many as nine teams in the spring (had five teams for fall 2009). [Action Item](#) – John to provide Matt contact info.
- Matt will remove nets and metal stakes from St. Anthony's after final fall matches on Nov. 15th. New nets for small goals may be needed next year.
- Need to investigate use of fields at New London Life Center. [Action Item](#) – Matt to make contact.
- Need to investigate use of indoor facilities for winter (approval process, insurance, costs, etc.). [Action Item](#) – Matt to investigate.

TOURNAMENT COORDINATOR – Wendy Buchanan for vacant position

- **Need to fill this vacant position.**
- Discussion with Dave Whitcraft at current meeting (see details above) to begin organizing spring tournament. [Action Item](#) – see above.
- Research possible spring tournaments for all WCSC teams. Need to consider compatibility of tournaments with both club's and individual team's needs/desires. [Action Items](#) – (1) John to forward info to Wendy. (2) Wendy to further investigate and bring info to Dec. Board Meeting.

MARKETING AND COMMUNICATIONS DIRECTOR – Dan DeStefano

- Website is being actively used for communicating field alerts, match results, etc.
- Plan to establish pages to offer spirit wear (see above) on an ongoing basis.
- Dan continuing to work with newspaper to communicate/highlight club news and events.

FUNDRAISING COORDINATOR – Missy reporting for vacant position

- **Need to fill this vacant position.**
- Plan on having fundraiser at Iron Hill Brewery in early Dec. **Action Item** – Missy to follow-up with Iron Hill to determine date and how to distribute coupon (electronically?).

COMMUNITY COORDINATOR – Wendy Buchanan

- Need to strengthen ties to AGRA rec program. **Action Item** – Wendy to identify and contact AGRA Board President.
- Need to improve visibility of WCSC with AGRA participants (players and coaches), as well as YMCA program. **Action Item** – Dan to reach out to AGRA coaches.
- Consider holding fall tryouts directed at AGRA participants who are interested in spring soccer. **Action Item** – Dan to post on website and work through newspaper to communicate tryout schedule.

OLD BUSINESS

- Club will apply to be established for United Way donations next year. **Action Item** – Tom will review and submit United Way forms.
- With the growth of our organization, we need to revisit and revise our Bylaws. Tom has prepared a draft revision. **Action Item** – Tom to share draft revision of Bylaws with entire Board. Board to review and revise over the next couple of months.
- Donation of used soccer balls to Kick For Nick (kickfornick.org). Positive feedback from SCCSA and HSC. Will organize donation after fall season completion. **Action Items** – (1) John to solicit donation of shipping boxes. (2) Dan to set up get-together for kids to prepare balls for shipping in January.

NEW BUSINESS

- Need to establish and maintain master email list for club to enable simplified communication of club-wide information. **Action Item** – Dan to solicit DL's from Coaches to create master list, and will maintain list.
- Verified that all teams have licensed Head Coaches. Board to consider subsidizing additional licensing of Coaches.

ADJOURNMENT

Vice President John McClung adjourned the meeting at 9:20 pm.