

SPOKANE SHADOW YOUTH SOCCER CLUB

Board of Directors Meeting Minutes

May 31, 2011

Attending: Mike Smaldon, Mike Strasser, Cary Chester, Sean Bushey, Theresa Helmbrecht, Ann Marie Muelheims, Mike Keenan

I. Approval of Minutes

- a. Formal minutes from the May 2 meeting were reviewed
- b. Motion filed and approved

II. Old Business

- a. Following Board protocol for timely submission of meeting agendas and timely review of previous meetings minutes
 - i. Review of minutes available one week after meeting for review by the board
 - ii. Agenda and documents available 1 week prior to meeting.
 - iii. Agenda items submitted to Cary Chester for discussion at next board meeting
 - iv. Quarterly meetings Public and at Cravens January, April and July notification 2 weeks prior for adequate publication
- b. Board Manual Preparation discussed by Theresa
 - i. Categorized under Club Operation and Governance
 1. Contact Sheet

2. **Organization Chart**
 3. **Registration Process**
 4. **Policy and Procedure**
- c. **TAP Review discussed by Rebecca & Sean**
- i. **Shadow Development graph and model preference to what is attainable.**
 1. **Communication**
 - a. **Initial focus of club keep internal members happy**
 - b. **Branch outside of club to cultivate further growth**
 2. **Volunteers**
 - a. **Need more members to volunteer to help club grow**
 3. **Media**
 - a. **How do we access further club exposure**
 - ii. **TAPS**
 1. **Keep simple**
 2. **Programs need to be kept simple**
 - a. **T-shirts for volunteers to distinguish their work**
 - b. **Online application**
 - i. **Coaches send out recommendations/or utilize a coaches referral**

- ii. **Track volunteer hours**
 - iii. **Limit number of those accepted into the program**
 - iv. **Completion of program presented with certificate of commendation**
- 3. **Theresa makes motion to designate current board focus on TAP program and Becky to head program. Ann Marie seconds the motion and passes unanimous. Thanks Becky**
- iii. **SHADOW Presence at recreational tournament & Jamboree**
 - 1. **Ann Marie, Theresa, Cary, Mike and Becky will represent Board at Rec tourney in 2-4 hour shifts**
 - 2. **Tent, Table and T-shirts with Shadow gear at South Complex June 4th & North complex June 5 Jamboree**
 - a. **Theresa print off flyers “Why Shadow” to hand out**
 - b. **Ann Marie prepare “Shadow” logo water bottles to hand out (300 bottles)**
 - c. **Mike to track down tent and Shadow inventory to move out**
 - d. **Bid sheets/raffle tickets for both days**
- iv. **Olivia Chaffin Tournament**

1. Current application pool still low, may have to cancel unless more teams register

v. **Super 20's**

1. Progressing well and winning games
2. Provide avenue for older players to keep skill up during college off season
3. Need sponsorship if advance

iii. **NEW BUSINESS**

a. **AGM Planning**

- i. **Mike Keenan and Cary Chester to outline election timeline**
- ii. **Seek candidates for filling positions**
 1. Profile needed would be legal and fund raising
 2. July 24/26 for next election
- iii. **Next meeting date**
 1. July 12th 7:00 p.m., Cravens

b. **Unfinished business**

- i. **BOD goals/operational policies**