



BOARD OF DIRECTORS MEETING
April 9, 2012
DRAFT MINUTES

Attendance

UPSC Board Members Present

Chris Lilley, Scott Falk, Tricia Lee, Dawn Decius, Tom Webster

Teams Represented

G-U10 Firecrackers, B-U13 Fire, B-U16 Thunder, B-U11 Lightning, G-U13 Rapids, G-U12 Zephyrs, G-U12 Tornadoes, G-U8 Pumas, B-U14 Seawolves, B-U16 Velocity, B-U14 FC Vikings, G-U10 Rockets, G-U15 Sparks, G-U14 Stars – Blue and White, B-U12 Cobras, B-U16 Arsenal, G-U10 Pixies, B-U10 Thunder, G-U15 Strikers, G-U15 Mystics

I. Approval of March 2012 Minutes

The meeting was called to order at 7:05pm.

A motion was made to approve the draft minutes of the March 2012 UPSC board meeting. The motion was seconded and approved unanimously.

II. Executive Board Reports

1. President's Report (Chris Lilley)

Chris reported that all Executive and Committee positions have been filled. The club is still looking for a second person to assist the Fields Chair. Please contact Chris or Andrew Torres if you know of someone who may be interested in helping. The club has several new people in these Executive and Committee positions, so he encouraged club members to be patient as the new leaders get up to speed in their roles.

2. VP / Judiciary Committee Report (Scott Falk)

Scott had nothing to report for Judiciary or from the Vice President's position.

3. Treasurer's Report (Dawn Decius)

Dawn reported that invoices for charges through February have been sent to teams. March invoices will be mailed out in the near future.

4. Registrar's Report (Tricia Lee)

Registration is not yet open, but it is expected that it will be open on April 16th, once the club approves new registration fees.

III. Committee Reports

1. Games Chair Report (Mike Gallagher)

There was nothing to report from the Games Chair.

2. Fields Chair Report (Andrew Torres)



Andrew stated that he has received reports that the goals at Chambers Creek were being left unlocked. Pierce County is investigating these instances. He reminded teams using these fields that we need to be diligent about locking goals. If a team finds them unlocked, please tell Andrew. Only UPSC teams and Pierce County Maintenance crews should have the lock combinations. It was mentioned that mowing crews sometimes unlock goals in order to mow and leave them unlocked if they know a team is arriving shortly for practice. The option of changing the lock combination was discussed if the problem continues.

Andrew noted that the Chambers Creek schedule is filling up for try-outs. The fields are mostly scheduled for try-outs on May 11, 12 and 13 and time for May 19 is starting to fill up. If a team wants to schedule the Chambers Creek fields for try outs, please contact Andrew.

3. Referee Assignor's Report (Richard Wunderle)

There was no Referee's report.

4. Uniforms Chair Report (David Hunter)

David is working on a few minor revisions to procedures and reviewing the order forms to make sure they are accurate, in preparation of upcoming orders. If anyone has any feedback on the order form or procedures for ordering uniforms, please contact David.

5. Mod Program Chair Report (Justin Richards)

There was nothing to report from the Mod Program.

6. TPCJSA Rep Report (Scott Falk)

TPCJSA has proposed updates to their by-laws. Discussion and a vote on new by-laws was tabled due to a lack of a quorum.

UPSC needs to submit its updated list of Board of Directors to TPCJSA.

TPCJSA may have some extra funds from the past year which they will return to the clubs. If they do, the amount of returned funds is expected to be minimal.

TPCJSA has obtained a new software program for game and field scheduling. They believe the new software is easier to use and will save money. The software is "Team Sideline."

TPCJSA plans to hold a summit on April 28th for club presidents, games chairs and registrars. The new Team Sideline software will be discussed. Other topics for discussion are expected to include player cards for U11 and above and mailing labels for try-outs.

TPCJSA is looking for volunteers to serve on its scholarship committee. If a team knows of anyone interested in volunteering for this committee, please contact Chris or Scott.

IV. Old Business

1. 2012 Budget



Scott prepared and distributed copies of a proposed 2012 UPSC Budget, with proposed registration fees. The budget is based on projecting forward the teams in 2011 moving forward by one age group. Due to increased fees for using the Chambers Creek fields, the club is proposing a registration fee increase for all age groups, except the micro teams (U6 to U8). The proposed registration fees are:

- U6-U8: \$35.
- U9-U10: \$60
- U11: \$70
- U12-U18: \$95

There was discussion about who pays for the fees for Chambers Creek for practice and games. The Club reserves time at Chambers Creek to reduce wear and tear on the fields. Teams pay for their practice time at \$12.50/hour. Historically, the UPSC pays about 33% of this total cost and teams pay about 67%. If more teams use Chambers Creek for practices, as the club encourages, the club's share will decrease. UPSC pays 100% of the fees for games at Chambers Creek.

Scott noted that he compared the proposed registration fees with those charged by other clubs in the area and determined that our fees are at or below the registration fees charged by other clubs.

There was a motion to approve the proposed budget with the increase registration fees. It was seconded and approved unanimously.

2. Tryouts: Reserving Time, coordinating with other team, advertising.

Teams holding try-outs can provide their information for posting on the UPSC website, to assist with marketing. Any mailers need to be approved by the UPSC board and TPCJSA. Teams are requested to send a copy of printed materials to Chris for approval

Try-out schedules have been posted, but if anyone has questions about the try-out schedule, contact Scott.

3. Opening Registration

UPSC intends to open registration on Monday, April 16th.

4. Webmaster

Jason Halvorson has agreed to serve as the clubs new webmaster. He is currently exploring ideas and a process for posting team information onto the site. Updates around try-outs and registration can happen quickly. Jason is also exploring ideas for redesigning the website to make it more user-friendly to club teams and for outside clubs, but development and implementation of those types of changes will take longer. If anyone has any suggestions for improvements to the website, contact Jason or Chris.

5. Team Affiliation forms

UPSC by-laws require that teams complete a team affiliation form on an annual basis. Chris is working to develop this form and will send it out for review in advance of the next meeting.



6. *Policy Statements*

UPSC is undertaking an effort to document common UPSC practices and policies to better inform club teams through the development of Policy Statements. These statements are not by-laws or regulations and are intended to reflect current practice.

Chris presented the first Policy Statement regarding club membership. The Policy Statement is attached to these minutes as Attachment A. The Policy Statement specifies the definition of a member, the benefits of being a member and the expectations of members.

Chris highlighted that to remain a member in good standing, clubs that do not have a member serving on the Executive Board or on a committee must attend the UPSC Annual General Meeting, the UPSC Board of Directors Meeting that immediately precedes the beginning of the fall playing season (the Coaches Meeting), and three additional UPSC Board of Directors Meetings in the current seasonal year. This is intended to encourage greater participation and involvement of club teams in the operation of UPSC.

A motion was made to adopt the membership Policy Statement. The motion was seconded and approved unanimously.

7. *TPCJSA By-Laws*

As noted under the TPCJSA report, TPCJSA is proposing changes to their by-laws, which have not been updated for many years. Chris gave a summary of the key proposed changes. Chris stated that UPSC, as a member club, would have the right to vote on TPCJSA Board of Directors, of which there would be five. These five directors would have the authority to make decisions for TPCJSA. UPSC, and all TPCJSA affiliated clubs, receives votes in proportion to the size of the club.

After some discussion, a motion was made that UPSC's TPCJSA representative be instructed to vote "no" on the proposed TPCJSA by-laws. The motion was seconded and unanimously approved.

V. **New Business**

1. *Field Use and Availability*

Chris opened the meeting for discussion to generate ideas regarding how to preserve and maintain the condition of UP fields for practice and game use by UPSC. Chris began by noting that there is increasing demand for UP fields, including from Tacoma Youth Lacrosse (TYL) teams, football, baseball and other uses, which results in poor field conditions for soccer. Recognizing that the fields UPSC uses are controlled by UP School District or the City of University Place, are there any actions or suggestions UPSC can make to reduce wear on fields used by UPSC? The following ideas and suggestions were offered:

- Negotiate with UPSD and TYL that lacrosse is played only on UP Primary, the Curtis Jr. High football field, and the lower Colgate fields, with no UPSC teams using these fields. Fields at Evergreen, Drum and Narrows View would be used for soccer and not lacrosse. This would result in UPSC giving up some fields, but may allow those fields to be better maintained.
- Look for and form an alliance with another activity that is low impact which uses the same fields. Consider lobbying UP for preference for this activity to be allocated to the soccer fields used by UPSC.



- Educate UPSC teams and coaches on how to use fields during practice to reduce wear on high traffic areas. Work with TYL to encourage their teams and coaches to also institute practices that reduce wear in high traffic areas.
- Consider moving some practices to Cirque Park. It was noted that rental fees for Cirque Park is \$25/hour, which is twice as much as the recently increased fees for Chambers Creek.

No formal decisions were reached. UPSC continues to look for ideas and input on this issue. If anyone has thoughts or ideas, or are willing to help develop potential solutions, please contact Chris.

VI. For The Good of the Game

Coerver Coaching is holding a coaching clinic April 21-22.

VII. Adjournment

The meeting adjourned at 8:07pm.



Attachment A

UNIVERSITY PLACE SOCCER CLUB MEMBERSHIP POLICY STATEMENT

I. Purpose:

1. The purposes of this policy statement is to set forth the policies and practices of the University Place Soccer Club ("UPSC") as they relate to membership in the club and the benefits and expectations thereof.
2. All policies and practices relative to membership in UPSC shall be governed first by the current edition of the UPSC Bylaws and second by this policy statement. In the event of a discrepancy between this policy statement and the Bylaws, the Bylaws shall govern.

II. Definitions:

1. UPSC Member:
 - A. Any youth soccer team that has fulfilled the requirements of membership as set forth below and in the UPSC Bylaws.
2. UPSC Associate Member:
 - A. Any player, player's parent, coach, team manager or other volunteer associated with a member team.
 - B. Any UPSC assigned referees, UPSC Board Members, Officers, administrators, or other UPSC volunteers not directly associated with a member team.
 - C. With respect to any individual described above who is a minor, the parents and/or legal guardians of that individual shall also be an Associate Member of UPSC.

III. Requirements of Membership:

1. UPSC Member:
 - A. To be considered a member of UPSC each individual team must complete a Team Affiliation Form on an annual basis.
 - B. Team Affiliation Forms must be submitted to the clubs Secretary no later than July 1st of each calendar year. Exceptions to this time requirement can be made for non-returning teams that form later than July 1.
 - C. Acceptance for membership shall be by the majority vote of the Executive Board.
 - D. Acceptance or denial of membership may be with or without stated reasons.
 - E. Once accepted, membership will last until August 31st of the subsequent calendar year.
2. UPSC Associate Member:
 - A. An individual will be considered an Associate Member at such time as they meet the definition of Associate Member as described above.
 - B. An individual will cease being an Associate Member at such time as they no longer meet the definition of Associate Member as described above.

IV. Benefits of Membership:

1. All UPSC Members that are in good standing, as defined below, shall receive the following benefits from UPSC:
 - A. The UPSC Registrar will:



- 1) Assign new players to the member team who have registered directly with UPSC for teams that do not have their own player selection process (non-select teams).
 - 2) Register players on behalf of the member team in accordance with the rules and regulations set forth by Washington Youth Soccer ("WYS"), Tacoma-Pierce County Junior Soccer Association ("TPCJSA") and UPSC. UPSC will pay any player registration fees that are owed to either WYS or TPCJSA.
 - 3) Process District League or Association League Affiliation Forms on behalf of the member team in a timely manner, provided such forms are completed, signed and delivered to the Registrar by the member team at least one week prior to the indicated deadline. UPSC will pay any District League or Association League affiliation fees.
 - 4) Process any State League Affiliation Forms on behalf of the member team, provided such forms are completed, signed and delivered to the Registrar at least one week prior to the indicated deadline.
 - 5) Process any State Tournament Application Forms on behalf of the member team in a timely manner, provided such forms are completed, signed and delivered to the Registrar, along with payment in full, at least one week prior to the indicated deadline.
 - 6) Prepare and sign team rosters for the member team's use in registering or participating in tournaments or cups.
- B. The UPSC Fields Chair will
- 1) Make a good faith effort to make available practice and game fields for the member team consistent with the UPSC Fields Policy.
 - 2) Make a good faith effort to ensure that the member team's game fields have the appropriate goals, nets, flags and field markings in accordance with the UPSC Fields Policy.
- C. The UPSC Games Chair will schedule the member team's home games at appropriate venues in accordance with the UPSC Fields Policy and coordinate scheduling with the team's league of choice.
- D. The UPSC Webmaster will provide the appropriate team representatives with access to the clubs website and online coaching tools.
- E. The UPSC Uniforms Chairman will assist the member team in purchasing team uniforms through any collective purchasing agreement that UPSC may have in place, consistent with the UPSC Uniform Policy.
- F. The UPSC Referee Assignor will make arrangements for officiating crews at each of the member team's home games in accordance with the UPSC Referee Policy.
2. Associate Members in good standing are entitled to attend and observe all meetings of the UPSC Board of Directors.

V. Member in Good Standing:

1. To be considered in Good Standing members of UPSC must fulfill all of the following requirements and conditions:
 - A. The team has submitted a Team Affiliation Form for the current seasonal year and been accepted by the Executive Board;
 - B. All debts and fees owed by the team to UPSC are paid and current, it being understood that any amounts more than 30 days overdue are not current;



- C. All adults on the team roster have current risk management clearance from Washington Youth Soccer and no adults who are not on the team roster are acting as coaches, trainers, assistants, managers or other volunteers;
 - D. There is a minimum of one adult on the team roster who is not currently under disciplinary suspension by Washington Youth Soccer, Tacoma Pierce County Junior Soccer Association, UPSC, or other regulating body having jurisdiction over the team or the league it competes in;
 - E. The entire team complies with the UPSC Sideline Behavior Policy;
 - F. Team uniforms comply with the UPSC Uniform Policy;
 - G. The team assists with maintenance of the practice and game fields consistent with the UPSC Fields Policy;
 - H. All teams older than U8 and younger than U18, meet one of the following volunteer service requirements:
 - 1) At least one parent or legal guardian of a rostered player for the current seasonal year, or an adult on the roster for the current seasonal year is a member of the UPSC Executive Board; or
 - 2) At least one parent or legal guardian of a rostered player for the current seasonal year, or an adult on the roster for the current seasonal year is a chairman or active participant of a committee recognized by the UPSC Executive Board; or
 - 3) An assigned team representative attends the UPSC Annual General Meeting, the UPSC Board of Directors Meeting that immediately precedes the beginning of the fall playing season (the Coaches Meeting), and three additional UPSC Board of Directors Meetings in the current seasonal year.
 - I. The team complies with all other written UPSC Policies.
- 2. Associate Members are considered to be in good standing if the team they are affiliated with is in good standing and they comply with the UPSC Sideline Behavior Policy.
 - 3. Members who do not comply with all of the requirements described above will be deemed Not in Good Standing and will not be entitled to the benefits of membership in UPSC, including but not limited to use of practice and game fields, scheduling of home games, or assignment of referees.
 - 4. Determination of compliance with the requirements listed above shall be at the sole discretion and judgment of the UPSC Executive Board.
 - 5. Any determination that a member is not in good standing by the board of directors will include stated reasons and will remain in effect until the deficiency causing the determination has been rectified to the satisfaction of the UPSC Executive Board.
 - 6. Any determination of a member not in good standing is subject to appeal to the UPSC Judicial Committee

VI. Miscellaneous provisions:

- 1. The UPSC Executive Board shall have the authority to deviate from this Policy Statement in day to day practice when deemed, in their sole judgment, to be in the best interest of UPSC.
- 2. This Policy Statement was adopted by a majority vote of the UPSC Board of Directors at a regular board meeting on **Monday, April 9, 2012**.
- 3. This policy statement shall remain in effect in perpetuity, or until modified by the Board of Directors of UPSC.