

Malabar Soccer Club
Board Meeting Minutes: June 22, 2009
Malabar Park Pavilion 6:00 PM

Board Members:

Present: Michael Moore (MM), Darlene Ciarcia (DC), Catherine Grest (CG), Debbie Davis (DD), Scott Harcourt (SH), Bucky Raulerson (BR)

Absent: None

Quorum present? Yes

Others Present:

None

Proceedings:

- *Meeting called to order* at 6:07 p.m. by Chair, Michael Moore
- MOTION by MM to approve meeting minutes from 6/9/09. Seconded by SH. Passed 6-0. Meeting minutes entered into record.

Treasurer's Report provided by Debbie Davis, Club Treasurer

- Budget presented and discussed. This is still a work in progress as we work to determine costs for the upcoming season.
- Bank account established at Wachovia Bank with Debbie Davis and Michael Moore as signatories on the account. Debit cards assigned to both MM and DD.

Committee Reports – none

Old Business

- **Tax filing** – DC spoke with IRS. Informational return (IRS form 990N) for 2008 should be submitted by the club. IRS form 1023 must be completed to apply for 501c status. This carries a \$750 filing fee. Club will require assistance with the completion and filing of this form.
MOTION by MM, seconded by CG for MM, DD, DC to find an accountant that may prepare 1023 for free or reduced fee.
- **Coaching licenses** – All coaches/volunteers must have verification form on file with the club. MOTION by SH, seconded by BR to require all coaches to obtain licenses. Passed 6-0
- **Registration** – A number of signs have been put up in the area. Website has been updated with registration dates. Free ad placed on Craigslist for sponsors. Posters created for distribution to local businesses and organizations. Three weekend registration dates established. Holly to coordinate volunteers to staff weekend registration drives. Procedure for electronic transmittal of registration information to registrar discussed and documented.
- **Corporate filing update** – This needs to be completed as soon as possible. MM to take care of this now that bank account has been established.
- **Team building methodology** – FYSA and BYSL want to be certain this is done by the book.

New Business

- a) Draft of sponsorship packages to be distributed by MM via email.
- b) Town of Malabar field agreement – town is responsible for weeds, sprinklers, & fire ants. MOTION by MM, seconded by SH to sign and return field agreement as written. Passed 6-0. Form signed by MM and CG.
- c) MOTION by MM, seconded by SH to pay \$10 monthly fee for web hosting to enable emails. Passed 6-0.
- d) U19 rec coach contacted BR regarding whether their team can continue to play under Malabar Soccer Club. This team plays 6v6 on a U10 size field. Discussed whether this team can be accommodated. No objections. BR to contact coach with confirmation.

Open Action item /Future Business:

- 1. Agent of Record (MM) to contact FYSA (Barb Newton) to review initial club application to determine field usage requirements.
- 2. DC to establish PayPal account for registration purposes.
- 3. MM to request by-law assessment and write-up from Robert Rappel (sp?), review said write-up at a future meeting, and table further discussion on by-law revisions until review is complete.
- 4. MM to update corporate filings with the State of Florida. This must be completed by the Agent of Record.
- 5. DC to obtain quote from Bollinger Insurance (or other sources) for Board of Director insurance and report back findings to Board at the next meeting.
- 6. DC to advertise on the website for the positions of:
 - a. Director of Fields
 - b. Fundraising Coordinator
 - c. Uniform/Picture Coordinator
 - d. Registrar-in-training
- 7. Review accountant quotes and contract with accountant to resolve tax issues
- 8. Develop field usage plan based on review of initial filings with FYSA
- 9. Review Board of Director insurance quotes

Meeting adjourned at 7:40 p.m.