

KENTUCKY YOUTH SOCCER ASSOCIATION



BOARD MEETING MINUTES – 2/6/2018

Kentucky Youth Soccer Board of Directors

Tuesday, February 6, 2018, 8:00 pm

Conference Call

Board Members Present: Bob Drake, Duncan Campbell, Mike Cocanougher, Jeff Hall, Rock Vance, Stan Sizemore and Dave McIver,

Non-board members Present: Peggy Polley-Grizzle and Chad Collins

Staff Members Present: Holly Kirkpatrick, Bryan Brooks, Kris Zander and Adrian Parrish

Board Members Not Present: Bob Rodosky and Wes Hogan

Meeting Called to order at 8:01 pm

Draft Minutes from December 2, 2017 Meeting

Motion to Approve December 2nd Minutes

Move: Rock Vance **Second:** Duncan Campbell **Status:** Passed

US Soccer President's Discussion

Articles provided to the board members for review regarding the election. Zander and Drake have met with several of the candidates in-person or over the phone and have had the opportunity to review the candidate's platforms. The election is set to take place on Saturday, February 10th in Orlando. Bob Drake and Kris Zander will be attending the election from the youth side and Peggy Polley-Grizzle along with several others will be attending for Kentucky Soccer Association.

Motion to acknowledge Kris Zander and Bob Drake to be the official delegates from Kentucky Youth Soccer for the election.

Move: Stan Sizemore **Second:** Rock Vance **Status:** Passed

Membership Request

Discussion regarding membership request for Go Pro Athletix – Hopkins Co

There is concern regarding the number of recreational and select clubs currently in Hopkins County and Caldwell County as well as long term viability for the club.

Motion to Approve Go Pro Athletix for provisional affiliation.

Move: Rock Vance **Second:** Mike Cocanougher **Status:** Table the vote until the next meeting.

State Office Report

Zander gave a brief review of the State Office Report.

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Blue Star Sports/Affinity Sports Update

Zander, Brooks, Drake, Kirkpatrick had another call with Affinity and let them know the organization is looking at going another direction with the registration software.

Brooks gave an update on the Blue Star contract. Legal counsel and staff have reviewed the contract and negotiate necessary changes. The initial term of the contract is 3 ½ years and includes renewal clauses.

Motion to approve Kris Zander to execute the Blue Star Contract.

Move: Jeff Hall **Second:** Rock Vance **Status:** Approved

Financials

Zander presented the Financials as of 12/31/17 for the board to review. Six-month actuals will be presented at the next board meeting as well as any recommended changes based on what has happened in the last 6 months.

One item to note is that the reduction of income with the international trip is due to a travel company managing the trip and handling all the payments.

Tournament Policy Updates

Brooks presented updates in the State Open Cup, Presidents Cup and Challenge Cup policies.

Motion to accept policies as presented.

Move: Rock Vance **Second:** Stan Sizemore **Status:** Passed

Meeting went to Executive Committee at 8:49 pm.

KENTUCKY YOUTH SOCCER ASSOCIATION



BOARD MEETING MINUTES – 4/25/2018

Kentucky Youth Soccer Board of Directors Wednesday, April 25, 2018, 8:00 pm - 9:00 pm Conference Call

Board Members Present: Bob Drake, Bob Rodosky, Duncan Campbell, Mike Cocanougher, Rock Vance, Stan Sizemore,

Non-board members present: Peggy Polley-Grizzle,

Staff Members Present: Bryan Brooks, Holly Kirkpatrick, Kris Zander, Derek Willis, Arian Parrish

Not Present: Chad Collins, Dave McIver, Jeff Hall

Meeting Called to order at 8:02 pm

Draft Minutes from February 6, 2018 Meeting

Motion to Approve February 6th Minutes

Move: Duncan Campbell **Second:** Mike Cocanougher **Status:** Passed

2018 Annual General Meeting

Marriott Griffin Gate has been secured for August 11, 2018 and staff has secured a contract for the property. Notice will be sent to the membership in early June.

State Office Report

- Zander gave a brief update on an individual who has been disqualified from participating in KY Youth Soccer due to the new Safe Sport legislation. His information will be passed on to US Youth Soccer to include on their list.
- KPL will be adding an 11U age group beginning Fall 2018 and information will be sent out to all of the clubs shortly.
- Zander gave an update on the technology upgrade for the office staff to improve efficiency and to further strengthen the security of the office network.
- Policies and procedures are currently being developed to ensure that KY Youth Soccer is compliant with the Safe Sport legislation.

New Member Request

Go Pro Athletix – Hopkins Co. has requested membership to KY Youth Soccer. The member request has been tabled.

Blue Star Transition

Kirkpatrick talked about the new registration platform. In person training was conducted in Lexington, Louisville and Northern Kentucky in late March and then a live webinar was available in early April. The webinar was also recorded and available for those that could not make any of the other meetings.

ODP International Trip

Parrish, Cocanougher and Brooks gave a brief update on the 2018 experience. It was a successful trip for all involved. The hotel staff were very complimentary of the players. The coaching staff that attended

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BOARD MEETING MINUTES – 4/25/2018

were a strong group – not only was this a great opportunity for the players, but an unbelievable educational opportunity for the coaches.

Legal counsel is currently reviewing the WorldStrides contract and removing the automatic renewal. Rodosky suggested clarifying the indemnification clause with our attorney.

Motion Kris to enter into negotiations & ability to execute to make WorldStrides official travel provider for ODP International Trip.

Move: Duncan Campbell **Second:** Bob Rodosky **Status:** Passed

Financial Committee

The committee met with staff regarding a six-month review of the budget. Zander presented the major changes:

- Uncertainty about regional state team expense for ODP;
- Released from Affinity contract w/no fees but budgeted for that cost;
- March 1st hired ODP position impacting salary/benefits;
- Technology upgrades - migrated emails & office suite to Microsoft 365; hired Dean Dorton and Ford to manage the technology; moving server to secured cloud server & updated security

Motion to approve amended budget as presented.

Move: Rock Vance **Second:** Stan Sizemore **Status:** Passed

Risk Management Committee

Zander gave an overview of the Safe Sport Legislation and KY Youth Soccer next steps.

- Compliance - every adult is a mandatory reporter
 - sent initial letter out to membership
 - Establish reasonable procedures for limiting one on one exposure between minors/coaches - including social media
- Training - looking at platforms;
 - No directive coming from the Federation/USYS
 - Require ODP coaches/independent contractors to take the training right away

Zander updated the board on the background check provider for Stack Sports. The decision was made to stay with backgroundchecks.com at this time. Drake recommends doing a random sample through AOC.

Strategic Planning Committee

Hogan discussed how the turnover of board members and members of the committee has caused this to be dormant for some time. This process has now restarted, and updates will come after summer.

Motion to adjourn by Vance.

Meeting adjourned at 8:51 PM

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BOARD MEETING MINUTES – 6/20/2018

Kentucky Youth Soccer Board of Directors

Wednesday, June 20, 2018, 8:00 pm

Conference Call

Board Members Present: Bob Drake, Bob Rodosky, Duncan Campbell, Mike Cocanougher, Rock Vance, Wes Hogan

Staff Members Present: Holly Kirkpatrick, Kris Zander, Adrian Parrish, Derek Willis

Board Members Not Present: Stan Sizemore, Jeff Hall, Dave McIver

Non-board members Absent: Peggy Polley-Grizzle and Chad Collins

Meeting Called to order at 8:02 pm

Draft Minutes from April 25, 2018 Meeting

Motion to Approve April 25th Minutes

Move: Bob Rodosky **Second:** Duncan Campbell **Status:** Passed

President's Report

The 2018 AGM will take place on Saturday August 11, 2018 at the Marriott Griffin Gate in Lexington. The following positions are up for re-election: VP, Treasurer, District 2 administrator and District 4 administrator.

The HOF and Awards luncheon will take place in conjunction with Kentucky Soccer Association.

The US Youth Soccer AGM is on July 30th.

Hall of Fame – we are currently accepting recommendations for 2018 Hall of Fame inductions. Request for the board members to send in any nominations they may have for the HOF.

State Office Report

Zander gave a brief review of the State Office Report. Key items addressed:

- The WorldStrides contract was submitted to counsel – counsel made some changes to the contract. The edited contract was sent back to WorldStrides – this version was accepted and the contract was executed.
- 2018 tournaments: There were some weather challenges this year but overall the events were a success. Brooks and team did a great job with the events.
- KPL Spring Season: The spring season is now complete with only 7 games that did not get played.
- The tech upgrades for the office have been completed in an effort to make workflow more efficient.
- 2018-19 Kentucky Premier League application process is open

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BOARD MEETING MINUTES – 6/20/2018

Member Approval – Fleming County Youth Soccer

Fleming County Youth Soccer submitted a request for membership. There are currently no member clubs in that area.

Motion to approve provisional membership for Fleming County Youth Soccer

Move: Rock Vance **Second:** Bob Rodosky **Status:** Approved

Financials

Financials as of 4/30/2018 available for the board to review. There are no notable items to discuss at this time.

The current focus is the budget for 2018-19.

Human Resources Committee

Drake stated that the ED review will take place prior to the July board meeting.

Nominations Committee

Documents for the AGM have been sent out for board nominations.

Risk Management Committee

Zander updated the board on Safe Sports. Staff members completing this training and there is a policy being developed to recommend to the board.

Technical Committee

ODP dates have been set for 2018-19 and we are ready to get started as the 2017-18 season is winding down.

Regarding coaching education, there are grassroots courses set up for the summer.

Tournament Committee

The girls 14U CDA team has a bid for the National Championships via the National League. In the past, stipends have been provided for those teams who have won the Kentucky State Cup, the regional event and advanced to Nationals. The CDA team has requested a stipend to us for Nationals this year. The board determined to wait until after Midwest Regionals has been completed for a final decision in order to see if any other Kentucky teams qualify for the National Championship event.

Motion to adjourn

Move: Rock Vance **Second:** Bob Rodosky **Status:** Passed

KENTUCKY YOUTH SOCCER ASSOCIATION



BOARD MEETING MINUTES – 7/14/2018

Kentucky Youth Soccer Board of Directors

Saturday, July 14, 2018, 9:00 am

Kentucky Youth Soccer State Office – Lexington

Board Members Present: Bob Drake, Bob Rodosky, Dave McIver, Duncan Campbell, Jeff Hall, Mike Cocanougher, Rock Vance, Stan Sizemore

Staff Members Present: Holly Kirkpatrick, Kris Zander

Staff Members Absent: Adrian Parrish, Derek Willis, Bryan Brooks

Board Members Absent: Wes Hogan

Non-board members Absent: Peggy Polley-Grizzle and Chad Collins

Meeting Called to order at 9:04 am

Draft Minutes from June 20, 2018 Meeting

Motion to Approve June 20th Minutes

Move: Mike Cocanougher

Second: Rock Vance

Status: Passed

President's Report

Kris Zander and Bob Drake will be attending the US Youth Soccer AGM in Frisco, TX on July 30th. There are several US Youth Soccer Board positions up for re-election at this meeting.

The 2018 Kentucky Youth Soccer AGM will take place on Saturday August 11, 2018 at the Marriott Griffin Gate in Lexington. The following positions are up for re-election: VP, Treasurer, District 2 administrator and District 4 administrator. Two notifications to the membership have gone out for the meeting.

Meeting Schedule:

- Round table: Stack Sports, Tax laws, Safe Sport Legislation, et.
- Awards Luncheon
- General Counsel Meeting: the 18-19 budget will be presented for approval per the request of the membership at the 2017 General Counsel Meeting.

Hall of Fame – we are currently accepting recommendations for 2018 Hall of Fame inductions. Kentucky Youth Soccer recommends the following two people to be inducted into the Kentucky Soccer Hall of Fame:

- Andrew Farrell
- Thabane Sutu

Motion to Accept Nominations

Move: Mike Cocanougher

Second: Stan Sizemore

Status: Passed

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BOARD MEETING MINUTES – 7/14/2018

State Office Report

Zander gave a brief review of the State Office Report. Key items addressed:

- Sales Tax – to be discussed later in the meeting
- Code of Conduct – to be discussed later in the meeting
- Kentucky Premier League – 11U age groups will begin in the fall of 2018. The 11s-14s have all applied.
- Sizemore gave an update on the 17-18 season
 - The biggest challenge is getting certified referees in the furthest points of the state.

2017-18 Registration Report

Down approximately 1000 players due to Boone County no longer affiliating with KY Youth Soccer. There were some difficulties reconciling this year's numbers due to the Affinity reports not functioning properly.

KY Youth Soccer currently does not have any issues with US Club Soccer. The biggest competitor for youth soccer in the state continues to be YMCAs, faith-based leagues, etc.

KY Youth Soccer will look at implementing Key Performance Indicators (KPIs) in the future such as use of the registration system, coaches educated, etc. for our members.

Stack Sports

Kirkpatrick gave a quick update on Stack Sports. The transition to the system has been somewhat rocky, but a large majority of the clubs have transitioned specifically on the select side. Some of the recreational only groups will start to get their data in the system over the next month.

Vance mentioned that there are some concerns with the financial reports in terms of working in two systems (Stack Pay and Connect) to reconcile bank statements. In addition, there is concern over the process of adding pictures – it is a difficult process for individuals to complete.

Finance Committee

Zander presented the financials as of June 30, 2018.

- Statement of Activity
 - KPL running flat
 - No national courses in the fiscal year, so there is a decrease in income.
 - ODP international trip – most of this income is going directly to the travel company. The only exceptions are a small amount of scholarship dollars.
 - Current Surplus of \$230,000 with bills continuing to come into the office through August.
- Operating Reserve Policy presented to the newer board members to give them the opportunity to review and understand the policy.
- Kentucky Sales Tax
 - Kentucky sales tax laws in effect on July 1, 2018

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BOARD MEETING MINUTES – 7/14/2018

- Finance committee met and decided to take the lead on clarification on this law to determine what is subject to 6% sales tax and what isn't.
- A cover letter is being drafted to send to the IRS that explains what our organization does.
- Additional information will be circulated prior to the AGM.
- 2018-2019 Budget: Zander reviewed the notable changes:
 - Income:
 - \$6000 from Stack Sports
 - KPL Entry fees increased (11u teams)
 - Increase on referee fees
 - Expense:
 - Request from ref committee for increased pay for referees
 - Transaction fees by program (Banking fees)
 - Background Checks - going through the second major cycle after this policy was implemented.
 - Reference Services gave us a better price
 - Insurance premiums and aggregate deductible accounted separately
 - Coaching development - all curriculum is now out. KY Youth Soccer is sending three ppl to USSF training to become instructors.
 - Salary/benefits increase for new KY Youth Soccer employee.
 - Contract labor will reduce as one contractor is now a full-time employee.
 - Tournaments
 - proposing \$50 increase per team to offset referee fees

*Projected surplus of \$40,000

Motion to Approve 2018-2019 Budget as presented.

Move: Dave McIver

Second: Jeff Hall

Status: Passed

Risk Management Committee

- Safe Sport: Reasonable to consider different coaches and whether this needs to be complete. Example: coaches who travel with teams, etc. should take this; for recreational coaches this may be better suited as a recommendation but not a requirement.
 - Federation is putting together a tool kit, case studies etc. of things that have happened.
- Code of Conduct: Federation recommends that KY Youth Soccer Code of Contact should mirror the US Youth Soccer Code of Conduct.

Motion to Accept Code of Conduct that mirrors the US Youth Soccer Code of Conduct

Move: Stan Sizemore

Second: Mike Cocanougher

Discussion: Suggested that KY Youth Soccer provide some sort of pathway/procedure for reporting to the members.

Status: Passed

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BOARD MEETING MINUTES – 7/14/2018

State Referee Committee

Sizemore Update:

Recommendation for a pay increase for the referees at the state tournaments. Would like to make the recreational tournament more attractive for referees.

- Regional Event: Sent 18 (more than normal as requested by the Region)
- Dean Morgan selected for second year in a row to go to Nationals
- Pres cup regionals: sent 10 referees this year

Tournament Committee

Two KY Youth Soccer teams are travelling to the National Championships in Frisco, TX. Recommendation of a \$3000 stipend per team to offset the cost of National Championships

Recommendation to budget for this yearly within specific programs (Request a recommendation from Tournament Committee)

Motion to give a \$3000 stipend per team to KHA 05 Girls Red and CDA 04 Premier

Motion: Stan Sizemore **Second:** Mike Cocanougher **Motion:** Passed

Motion to adjourn at 11:32 am

Move: Rock Vance **Second:** Dave McIver **Status:** Passed



BOARD MEETING MINUTES – 10/3/2018

Kentucky Youth Soccer Board of Directors Wednesday, October 3, 2018 Conference Call

Board Members Present: Bob Drake, Bob Rodosky, Dan Clift, Mike Cocanougher, Rock Vance, Jeff Hall and Duncan Campbell

Staff Members Present: Kris Zander, Holly Kirkpatrick, Bryan Brooks, Derek Willis and Adrian Parrish

Non-board members present: Peggy Polley-Grizzle

Board Members Absent: Stan Sizemore, Dave McIver

Non-board Members Absent: Chad Collins

Meeting Called to order at 8:01 pm

Draft Minutes from July 14, 2018 Meeting

Motion to Approve July 14th minutes

Move: Bob Rodosky

Second: Mike Cocanougher

Status: Passed

President's Report

Drake gave overview of US Youth Soccer Leadership event in Chicago. Felt there several great things came out of the meeting. It should be expected the more information regarding grant opportunities for the organization will be shared soon. Drake had the opportunity to hear John O'Sullivan speak and recommended everyone look up his project, changingthegameproject.com as its focus' on why kids quit.

Zander and Kirkpatrick attended a Stack Sports user group meeting in Chicago as well. It was a productive meeting showing their willingness to work with the states to improve on the system.

Transfer Request

Drake gave brief overview of the situation. As the transfer request is outside of the transfer window, it needs board approval to process. Based off the information provided and knowledge that the player has been able to play at this time due to the multi-roster policy, the discussion centered around the whether it is reasonable to wait until the transfer window reopens on November 1, 2018.

Motion to take no action on this request:

Move: Rock Vance

Second: Bob Rodosky

Status: Passed

2018-2010 Board Committees

Information will be provided at the next board meeting to review committee appointments.



BOARD MEETING MINUTES – 10/3/2018

State Office Report

- A. Insurance Policies for the new seasonal year were updated.
- B. Insurance Claim: Zander gave a brief overview of an accident where a passenger vehicle accidentally entered a field of play. There were no life-threatening injuries. There was one injury to a player, a broken leg.
- C. Reviews: 75% complete and will finalize the rest in the next few weeks and then will present information to HR Committee.
- D. KPL: The fall season of the KPL is underway including the new 11U age group.
- E. Soccer Learning University: The event is coming together nicely with registration now open.

Finance Committee

Zander gave a brief overview of the financials

2017-18 Budget vs. Actuals – Budgeted for \$80,000 surplus but will have approximately a \$50,000 surplus.

Few items to note:

- A. Increase in legal fees last year
- B. Office technology upgrades
- C. Increase in facility costs (ODP, Coaching ed)

Sales Tax

Clift gave a brief overview of where the organization is in terms of the new Sales Tax laws and next steps

Motion to have the state office begin collecting tax exempt forms from non-profit members.

Move: Mike Cocanougher **Second:** Rock Vance **Status:** Passed

Motion to collect sales tax from for-profit organizations for all state tournaments.

Motion: Mike Cocanougher **Second:** Rock Vance **Status:** Amended

Amendment

Motion to apply sales tax on recommendation from our CPA for all applicable events

Move: Rock Vance **Second:** Mike Cocanougher **Status:** Passed as amended

Membership

Garrard County was previously a member. They stopped submitting player fees in 14/15. This current season, they submitted player fees. Zander has requested the club has been asked to reapply for membership. There is no action currently needed from the board. The board affirmed the appropriate action if a member stops participating for an extended period is to have the organization reapply.

Kentucky Ambassadors Soccer Club

District 4 administrator, Duncan Campbell, reported what he has found about the organization and is comfortable moving forward with a recommendation for provisional membership.

Move: Duncan Campbell **Second:** Mike Cocanougher **Status:** Passed



BOARD MEETING MINUTES – 10/3/2018

Risk Management Committee

Zander gave an overview of new legislation regarding background checks brought to us by a member organization. Legislation has passed dictating how organizations receiving public funding must run background checks. KY Youth Soccer is not subject to this legislation but some of our member organizations may be. The checks KY Youth Soccer runs does not meet the standard for the new legislation. The board recommended that staff disseminate the information to the KYSA membership. Zander will draft a letter for legal review and then send to the membership.

Meeting adjourned to order at 9:04 pm

Motion to adjourn meeting

Move: Mike Cocanougher

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BOARD MEETING MINUTES – 12/1/2018

Kentucky Youth Soccer Board of Directors Saturday, December 1, 2018 Kentucky Youth Soccer Office, Lexington, KY

Board Members Present: Bob Drake, Bob Rodosky, Dan Clift, Dave McIver, Duncan Campbell, Jeff Hall, Rock Vance, Stan Sizemore

Staff Members Present: Kris Zander, Holly Kirkpatrick, Bryan Brooks

Non-board members present: Peggy Polley-Grizzle

Board Members Absent: Mike Cocanougher

Non-board Members Absent: Chad Collins

Staff Member Absent: Derek Willis, Adrian Parrish

Meeting Called to order at 9:00 am

Dan Clift called for moment of silence for Wayne Estopinal for his contribution to the game of soccer in the state of Kentucky over the years.

Draft Minutes from October 3, 2018 Meeting

Motion to Approve October 3rd minutes

Move: Duncan Campbell

Second: Rock Vance

Status: Passed

Finance Committee

- Zander gave a quick review of financial decisions over the last few years for new board members. Regarding investment companies, three organizations were vetted with two additional brought in after initial discussions. Two of the five were brought in to present to the KY Youth Soccer Board of Directors.

Investment Presentations

- Clint Long with Wealth South: Presented from 9:15 am to 9:54 am
- Eli Straight with Reed Gates Straight: Presented from 10 am to 10:30 am
- Board Discussion:
 - Platform access should be similar
 - .8% vs 1% fee

Motion to make a recommendation for the Finance Committee to move forward with WealthSouth pending a review and additional due diligence (i.e. reference checks).

Move: Bob Drake

Second: Dave McIver

Status: Passed Unanimously



BOARD MEETING MINUTES – 12/1/2018

Financials as of October 31, 2018

Zander gave a brief review. We are only two months into the fiscal year, so there is not much to report.

Discussion regarding the fee increase for the 2018 tournaments. This is to offset the increase of referee fees.

2018-19 Budget Updates

Recommendation for budget changes

- A. Increase of \$40,000 for National Course (C License)
- B. Decrease in KPL
- C. Increase in ODP Fees

Projected surplus of \$24,000

Motion to approve the budget changes.

Move: Duncan Campbell

Second: Bob Rodosky

Status: Passed

Financial Policy

Provided as notification only

- Clift currently reviewing and cleaning up the document
- February timeline for approval

Finance Committee Charter

Provided for information only and will be address at the February meeting

Investment Policy

Provided for information only and a updated copy will be presented at the February meeting.

President's Report

- 2018-19 Committee Assignments: Drake is reviewing all of the committess and will plan to make changes/additions for the February meeting. Requested that the board bring any committee recommendations to Drake.
 - Peggy Polley-Grizzle requested her name be updated on the document.
- 2019 Board Meeting Schedule
 - Recommended schedule provided to the board.

Motion to approve 2019 Board Meeting Schedule with the final date on December 7, 2019.

• **Move:** Jeff Hall

Second: Duncan Campbell

Status: Passed

Brooks discussed options for future AGM locations. Lexington location is significantly more cost efficient than other locations in the state.

