

Kiel Soccer Club – Executive Meeting
Friday, November 4, 2011
Riverview Family Restaurant

In attendance were: Rodnie Pamperin, President; Joe Molitor, Treasurer; Donna Kienbaum, Secretary; and Mary-Beth Molitor, Registrar (a quorum was established). Absent: Jennifer Bink, Vice President. Rodnie called the meeting to order at 6:05 p.m.

Order of Business:

1. Fall Lawn Care/Winterization Update -- Jennifer was unable to attend the meeting, but Rodnie talked to Jennifer regarding fall over seeding and aeration of the soccer fields. Gary's Lawn Care had quoted \$1,000; Jennifer will be getting a 2nd quote (Riverside Landscaping). If the 2nd quote is within 10% of the 1st quote, the 2nd quote would be accepted, as Gary's Lawn Care does not normally do over seeding. Meyer Plumbing has been given a complete set of keys, so that Brian is able to winterize and close the building.
2. Buildings and Grounds – Clean-up of the soccer complex was done on Saturday, October 29.
3. Sheboygan Falls U10 Girls Team -- The request from Coach Bob Hietala of Sheboygan Falls to put a U10 girl's soccer team under the KSC umbrella into the East Central District league was briefly discussed. Coach Hietala advised that he has an "E" coaching license; however, no license information was found on the website. At this time, no action was taken. This request will be discussed at a future executive meeting.
4. 2011 Balance Sheet -- Motion made by Rodnie to transfer the overspending of \$319.95 in account #_____ to account #_____ for month-end closing; seconded by Donna.
5. Financial Assistance Policy -- The new Financial Assistance Policy was reviewed and discussed. It was decided to adopt the 2% of registration revenue as restricted funds – any unused dollars would go back into the fund (reserve dollars). Joe and Rodnie will discuss how to handle from a bookkeeping standpoint. A motion was made by Rodnie to adopt the Financial Assistance policy as presented; seconded by Donna. All requests for financial assistance must be made by the 3rd Monday of January. The deadline date will be established annually, which will be noted on the registration form, posters, and the website.
6. Referee Compensation -- Joe drafted a Referee Compensation policy for review. The decision was made not to reimburse referees for certification or annual recertification for USSF standing as this could be construed as an employer/employee relationship. A motion was made by Rodnie to adopt the 2012 Kiel Soccer Referee Compensation policy with language adjustment for the U8/U10 pay change to \$15 and the U14 pay change to \$25; seconded by Mary-Beth.
7. Lakeshore League -- The request by Ben Summers to put all U8/U10 teams in the Lakeshore YMCA league in spring was discussed. It was felt that due to time constraints and the fact that New Holstein has already begun their registration, this request was denied, at this time. This request will be tabled for the next Executive Committee meeting.
8. Registration Fees -- Discussion regarding modifying registration fees for the spring season took place. Motion by Donna to adjust registration fees for kindergarten players to \$20 and U11/U12 fees to \$55; however, going forward, new uniforms for traveling players will no longer be included in the registration fees and must be purchased at a cost of \$____; seconded by Mary-Beth.
9. Registration Form -- The new registration form was reviewed, and modifications were made as follows: registration fee revisions, moving coach's info to the 1st page, plus adding the date of the mandatory parent's meeting. The Code of Conduct parent's signature has also been added. Motion by Mary-Beth to adopt the registration form changes; seconded by Donna.
10. Brat Fry -- Jennifer checked with St. Peter & Paul Church regarding the use of the church basement for the club's annual brat fry in February. Since the church is located on Fremont Street, it was agreed to use the new location if it is available.

11. Big Prize Raffle -- The Big Prize Raffle was then discussed. At this time, we are unsure what kind of raffle to have (50/50 raffle, Big Prize, etc), so it was agreed that we should apply for the "A" license. Motion made by Joe to apply for the "Class A" gaming license at a cost of \$25; seconded by Rodnie. Tabled: a decision will need to be made at the November 14 meeting regarding the raffle.
12. AGM Election Process – The KSC uses Robert’s Rules of Order for its election process; however, there are various ways to hold elections. It was agreed that a background check must be done on all candidates in order to protect the club. Also, the club still needs to define how to run the election process – this must be done prior to the next meeting.
13. Financial Audit – A financial audit of the books will need to be completed prior to the end of the year. The Ronald Langenfeld CPA firm does not normally do audits. The club will need to find someone or a local firm that is willing to do an audit.
14. Review of 2012 Budget – Joe gave an overview of the 2012 budget. Several line items will need to be adjusted, as changes in policies were made during this meeting. Joe will make the noted changes, finalize the budget, and email to everyone, so the board can review it prior to the AGM meeting.
15. The meeting was adjourned at 8:30 pm. The next KSC meeting will be held at 6:30 pm on Monday, November 14, 2011 in the Kiel High School cafeteria.