

**McLean Youth Soccer Board of Directors Meeting  
September 23, 2021**

**Members Present:**

Nancy McGuire Choi  
Julie Dabrowski  
Karen Gibian  
Ian Harper  
Elizabeth Kaplan  
Susan Mrachek  
Michele Reing  
Chris Rodriquez  
Matt Shank

**Staff Present:**

Louise Waxler, Executive Director  
Mike Curry, Director of Coaching Administration  
Kelly Key, Finance Director

Meeting convened at 7:03 p.m. by Chair Susan Mrachek.

**Approval of May 6 and July 28 Minutes**

*Motion:* To approve the May 6, 2021, and July 28, 2021 Board Meeting minutes. Motion approved.

**Executive Director Report**

Louise Waxler provided an update on the state and operations of the club:

- *MYS Holladay Field.* Construction underway; slight delay in delivery of turf - expected at the end of September.
  - Ribbon cutting ceremony scheduled for October 30, 10:00 am, followed by a reception for MYS board members, staff and guests, dignitaries from the UAE Embassy, Leidos executives, Supervisor John Foust, and FCPA officials. Ceremony also will include unveiling of commemorative bench acknowledging MYS, Leidos, UAE and FCPA for their financial contributions.
  - The ceremony will be followed by a club-wide festival from 11:00 a.m. to 2:00 p.m.; will include Leidos ice cream truck, food truck, face painters, balloon twisters, interactive games, etc.
  - MYS contributed funds to install fencing/netting around the perimeter of the field using Field Development and Maintenance Funds.
- *AGD/AGM Restructuring* (Discussion led by Mike Curry)
  - Age Group Director now will serve more of an administrative role with oversight of 6 Age Group Managers and the ECNL program.
    - Cindi Harkes added to staff as the Age Group Director.

- Age Group Managers are responsible for all players in that age group and can only coach one team in addition to being AGM.
  - Club to implement new assessment process for coaches.
- Louise asked to serve as Team Operations Manager for New Zealand National Team during Canada Tour (Oct. 17-27).
- *Fields*
  - Spring Hill #5 and Linway Terrace Park turf replacement completed.
  - Maintenance on field equipment is ongoing (i.e., net replacement, upgrading non-permanent goals with wheels, etc.).
- *Recreation*
  - Fall registration had a significant increase of players from fall 2020, including new U4 age group.
  - Eleanor Jones is assisting Lucas Winters as programs director for the U4-U7 program.
  - Purchased recreation coaches software program that offers custom practice sessions (MOJO); provides Lucas Winters ability to track what coaches are teaching players.
  - U11-U19 rec teams are playing SFL after a one-year hiatus.
  - Recreation coaches meeting held virtually on August 30<sup>th</sup>.
  - Mike Calabrese, long time MYS recreation coach, retired from coaching after serving in MYS for 40 years.
- *Travel*
  - Registration: 1146 players U8-U19 plus 80 players in Juniors.
  - U23 CCL women's pro league registration won championship.
  - Travel coaches meetings will be held quarterly vs. bi-annually.
  - Alliance agreement has been fully executed between MYS and SYC – 2 years with an option to renew.
  - COVID vaccine – MYS and Union travel coaches fully vaccinated.
  - First Aid Certification – all coaches are in compliance with this requirement.
  - Leadership Summit for the management and senior technical staff was conducted in August by Mike Curry.

## **Financial Review**

Kelly Key reviewed the finances of the club:

- Finances are in good shape, with FY21 expenses below budget overall.
- PPP loan forgiveness was approved by the Small Business Administration.
- FY21 is an audit year – MYS conducts official audit of its books every three years.
- Michele Reing and Kelly Key performed a review of the club's current operational banking relationship. As a result, they have decided to move the MYS operating account to Capital Bank. Will include new payment portal for travel players.
- Katie Brown, Finance Assistant, moving to Israel at end of the summer; Paula Abbate will replace her as new Finance Assistant.
- Discussed Policy 115, Field Development & Maintenance should be amended to add language clarifying that amounts can be used to build and enhance current fields; amount

contributed for each registered travel player should be changed from “\$75 per registered travel player per season” to “\$150 per registered travel player per year.”

### **Recreation Committee**

Ian Harper is the new Director, Recreation Programs. He is talking to Lucas Winters and Vince Sprouls about how the Recreation Committee can be useful and effective.

### **Restroom and Shelter Facility at Lewinsville Park**

Julie Dabrowski provided an update on constructing a restroom facility at Lewinsville Park.

- Julie is investigating grants that may be available, including Dominion, McLean Community Foundation, and the McLean Citizens Association; also exploring other sources of funding, including other youth sports that use Lewinsville Park.
- Estimated to be a two-year project with total cost of \$650,000 to \$750,000.
- County has said it will not invest funds into a building.
- Question as to whether MYS or the County would be responsible for associated operating costs.
- Considering asking FCPA to host meeting of various sports that use the field to discuss the project, possibly highlighting safety concerns (need for shelter from storms, etc.).

### **Strategic Plan**

Matt Shank discussed next steps in implementing MYS’s strategic plan.

- Board ratified MYS’s vision, mission, and core values last year.
- Next step is to create an operational plan to implement the vision, mission, and core values.
- Matt and Louise to fine tune operational plan then resubmit to Board for comments, with focus on execution (process, timing, cost).
- Asked Board to consider how to align various committees with implementation of the strategic plan.

### **Policy Update**

Mike Curry and Elizabeth Kaplan discussed an update to MYS Policy 111, Conflict of Interest, to clarify that coaches shall not coach any non-MYS team in the same age group as an MYS team to which the coach has been assigned.

*Motion:* To approve an amendment to Policy 111 clarifying its application. Motion approved.

### **Executive Session**

The Board entered into executive session.

Meeting adjourned at 9:09 p.m.

Minutes submitted by Karen Gibian, Board Vice Chair/Secretary.