



Annual General Meeting
July 31st, 2016



Spencer Soccer Club

Annual General Meeting

July 31st, 2016



7:00pm - Meeting Opens

Elections

Two Year Terms

- President (Jason Rio up for Re-Election)
- Secretary (Tracy Counoyer up for Re-Election)
- VP of Administration (Angie Ordnung up for Re-Election)
- VP of Finance & Treasurer (OPEN)
- VP of Operations (OPEN)

One Year Term

- Director of Adult Programs (Rob Hoekstra up for Re-Election)
- Director of Events (OPEN)
- Director of Fundraising (OPEN)
- Director of Equipment (Ken Cashman up for Re-Election)
- Director of Referees (Dale Rio up for Re-Election)
- Director of League Administration (OPEN)
- Director of In-Town Programs (Samantha Scull-Lopez up for Re-Election)
- Director of Registration (OPEN)
- Director of Uniforms (Julie Parenteau up for Re-Election)
- Director of IT (Mike Lamson up for Re-Election)
- Director of Social Media (Nancy LaMonda up for Re-Election)
- Director of Under 4 Soccer (Joe Zwirko up for Election)

2015 FY Summary of Significant Changes

- US Soccer Age Group Changes
- Concussion Protocol
- National Coaching Licenses

Financial Report

- Financial Look-back and FY2016 Budget
- Financial Forecast for Strategic Planning

Membership

- Summary of Membership
- Refund Calculation

Player Development

- Current and Future state of teams participating in league competition, tournaments, and training for coaches
- Coaches and Teams Report

Organization Chart

- Review of Organization Chart
- Changes to High Impact Volunteer Discounts

New Business

TBD

9:00pm - Meeting Adjourns



Spencer Soccer Club

FY15 By-Law Summary of Changes



None to report



Spencer Soccer Club

Financial Look-Back and FY 2016 Budget

As of June 30th, 2016



Direct Expense and Income

	Historical				Prior Fiscal Year			FY 2016 Budget
	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2015 Budget	Variance	
Registration Income	\$22,512	\$19,687	\$23,918	\$18,148	\$27,829	\$26,500	\$1,329	\$ 26,000
Registration Expense	(\$8,762)	(\$6,929)	(\$6,720)	(\$7,405)	(\$7,222)	(\$8,000)	\$779	\$ (8,000)
Uniform Expense	(\$13,717)	(\$3,643)	(\$14,537)	(\$5,485)	(\$12,578)	(\$12,000)	(\$578)	\$ (3,000)
Registration Net	\$33	\$9,115	\$2,661	\$5,258	\$8,030	\$6,500	\$1,530	\$ 15,000
Fundraising Income	\$2,611	\$1,815	\$1,300	\$661	\$480	\$0		
Fundraising Expense	(\$460)	(\$307)	\$284	(\$70)	\$0	\$0		
Fundraising Net	\$2,151	\$1,508	\$1,584	\$591	\$480	\$0	\$480	\$ -
	Spring 2012	Spring 2013	Spring 2014	Spring 2015	Spring 2015	Spring 2015 Budget	Variance	FY 2016 Budget
Registration Income	\$23,258	\$22,732	\$20,123	\$20,322	\$27,908	\$26,500	\$1,408	\$ 26,000
Registration Expense	(\$7,345)	(\$8,110)	(\$6,295)	(\$6,640)	(\$5,473)	(\$7,000)	\$1,527	\$ (6,000)
Uniform Expense	(\$6,459)	(\$3,521)	(\$6,978)	(\$3,217)	(\$7,086)	(\$5,000)	(\$2,086)	\$ (3,000)
Registration Net	\$9,454	\$11,101	\$6,850	\$10,465	\$15,349	\$14,500	\$849	\$ 17,000
Fundraising Income	\$2,657	\$2,849	\$4,088	\$528	\$0	\$0		\$ 500
Fundraising Expense	(\$592)	(\$1,366)	(\$1,660)	(\$1,198)	(\$345)	\$0		\$ -
Fundraising Net	\$2,065	\$1,483	\$2,428	(\$670)	(\$345)	\$0	(\$345)	\$ 500
	Winter 2011	Winter 2012	Winter 2013	Winter 2014	Winter 2013	Winter 2015 Budget	Variance	FY 2016 Budget
Registration Income	N/A	N/A	\$6,542	\$697	\$0	\$0		\$ -
Registration Expense	N/A	N/A	(\$6,865)	(\$647)	\$0	\$0		\$ -
			(\$323)	\$50	\$0		\$0	\$ -
	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015 Budget	Variance	FY 2016 Budget
Sponsor Income	\$6,439	\$3,140	\$4,000	\$2,250	\$0	\$1,950	(\$1,950)	\$ 2,500
Other Income	\$1,817	\$213	\$163	\$13	\$0	\$0	\$0	\$ -
	\$8,256	\$3,352	\$4,163	\$2,263	\$0	\$1,950	(\$1,950)	\$ 2,500
Operating Income	\$21,958	\$26,559	\$17,363	\$17,957	\$23,514	\$22,950	\$564	\$ 35,000

Overhead/Operations Expense

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2015 Budget	Variance	FY 2015 Budget
Administrative Expense	\$11,367	\$2,290	\$1,955	\$2,238	\$1,987	\$2,500	\$513	\$ 2,500
Field Rental Fees	\$0	\$0	\$0	\$0	\$2,000	\$0	(\$2,000)	\$ 2,000
Family Fun Day	\$0	\$0	\$0	\$0	\$872	\$0	(\$872)	\$ 750
Coaching Courses	\$1,355	\$490	\$455	\$1,204	\$427	\$2,500	\$2,073	\$ 1,000
Equipment and Supplies	\$2,023	\$1,321	\$561	\$3,157	\$1,127	\$2,000	\$873	\$ 2,000
Goals	\$2,680	\$2,100	\$0	\$0	\$3,481	\$0	(\$3,481)	\$ -
Revolution Membership	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 1,750
Field Maint	\$8,935	\$7,991	\$7,500	\$7,625	\$7,934	\$9,000	\$1,066	\$ 9,000
Field Paint	\$1,046	\$2,768	\$1,544	\$2,195	\$2,151	\$2,200	\$49	\$ 2,200
Field Improvements	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 2,500
Toilets	\$2,472	\$2,297	\$2,490	\$2,378	\$3,277	\$2,500	(\$777)	\$ 3,500
Pest Control	\$383	\$490	\$0	\$0	\$0	\$0	\$0	\$ -
Hired Help (Refs/Lines)	\$100	\$482	\$0	\$0	\$2,125	\$2,000	(\$125)	\$ 2,000
Gym Rental	\$810	\$80	\$120	\$280	\$240	\$500	\$260	\$ 500
Total Overhead	\$31,171	\$20,309	\$14,625	\$19,077	\$25,621	\$23,200	(\$2,421)	\$ 29,700
Net Income	(\$9,213)	\$6,249	\$2,739	(\$1,120)	(\$2,107)	(\$250)	(\$1,857)	\$ 5,300



Spencer Soccer Club

Four Year Summary of Membership

As of June 30th, 2016



	FALL SEASON TO SEASON COMPARISON												
	U4 Coed	U6 Coed	U8 Coed	BU10	GU10	BU12	GU12	BU14	GU14	BU18	GU19		TOTALS
Fall 2011	21	48	63	26	19	25	23	0	17	0	0		242
Fall 2012	24	61	84	36	22	11	23	15	16	0	11		303
Fall 2013	19	66	51	42	26	23	23	0	11	0	0		261
Fall 2014	21	47	57	42	23	22	20	18	0	0	0		250
Fall 2015	18	61	59	32	24	37	23	18	16	0	0		288

	SPRING SEASON TO SEASON COMPARISON											
	U4 Coed	U6 Coed	U8 Coed	BU10	GU10	BU12	GU12	BU14	GU14	BU18	GU19	TOTALS
Spring 2012	N/A	89	81	31	22	15	23	16	16	17	22	332
Spring 2013	28	53	56	26	20	24	27	0	20	31	20	305
Spring 2014	28	40	42	37	30	22	24	0	14	21	17	275
Spring 2015	33	71	50	33	22	22	15	18	18	0	17	299
Spring 2016	23	52	62	26	25	36	14	18	18	17	18	309

REGISTRATIONS	
2011/2012	574
2012/2013	608
2013/2014	536
2014/2015	549
2015/2016	597



Spencer Soccer Club

2015/2016 Refund Calculation Worksheet

As of June 30th, 2016



200.21 General Membership Refund Policy

A full refund date will be set by the Club for each season. Members requesting a refund prior to this date will receive a refund for full registration fees. Late fees incurred will not be refunded. Uniforms fees will be returned only if the club has not purchased the players uniform. Uniforms already purchased will be distributed to the player.

Returning members requesting refunds after the full refund date will receive a partial refund based on the expense incurred on behalf of the member by the Club at the time of the refund request.

200.21.1 Calculation

1. Mass Youth Soccer Association (MYSA) Insurance Fee per player
2. Portion of Midland Area Youth Soccer League (MAYS) or other league the club is affiliated with. Calculated by dividing the number of players roster for a specific gender/age grouping by the MAYS fees associated with that age
3. Club overhead (general administration cost) - Calculated below:
(Administrative Expense less Fundraising Income)
 Annual Club Membership

This calculation will be conducted annually and set by the BOD before the Fall season at the July or August BOD meetings

Spencer Soccer Club 2016 AGM Refund Calculation

FALL 2016

Fall 2016 Refund Reduction Calculations								
U4, U6, U8		U10		U12		U14		U16
MYSA Fee	\$ 11		\$ 11		\$ 11		\$ 11	
MAYS Fee*	\$ -		\$ 26		\$ 23		\$ 31	
Overhead**	\$ 43		\$ 43		\$ 43		\$ 43	
Totals	\$ 54		\$ 79		\$ 76		\$ 85	
MYSA Insurance Fee per player cost			\$ 11.00					
*FALL 2016 MAYS FEES		Avg Players Per Team						
U10	\$ 230.00	9		\$ 25.56				
U12	\$ 250.00	11		\$ 22.73				
U14	\$ 470.00	15		\$ 31.33				
U16-U19	\$ 650.00	15		\$ 43.33				
**Overhead Calculation								
FY 2015 Administrative Expense less Fundraising Income				\$ 25,486				
FY 2015 Total Number of Registrations				597				
Per Player Expense				\$ 42.69				

SPRING 2017

Spring 2017 Refund Reduction Calculations

	U4, U6, U8	U10	U12	U14	U16	U18/U19
MYSA Fee	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11
MAYS Fee*	-	\$ 28	\$ 27	\$ 34	\$ 45	\$ 45
Overhead**	\$ 43	\$ 43	\$ 43	\$ 43	\$ 43	\$ 43
Totals	\$ 54	\$ 81	\$ 81	\$ 88	\$ 99	\$ 99

MYSA Insurance Fee per player cost	\$ 11.00
---	----------

*SPRING 2017 MAYS FEES	Avg Players Per Team	
U10	9	\$ 27.78
U12	11	\$ 26.82
U14	15	\$ 34.33
U16	15	\$ 45.00
U18/U19	15	\$ 45.00

****Overhead Calculation**

FY 2015 Administrative Expense less Fundraising Income	\$ 25,486
FY 2015 Total Number of Registrations	597
Per Player Expense	\$ 42.69



Spencer Soccer Club

2016 Fall Coaches and Teams Report

As of July 31st, 2016



<u>Age Group</u>	<u>Division</u>	<u>Coach</u>	<u>Assistant Coach</u>	<u>Assistant Coach</u>	<u>Number of Players</u>
U4-Coed	Pre-K	Joe Zwirko			5
U5-Coed	Year 1	TBD	TBD		14
U5-Coed	Year 1	TBD	TBD		
U5-Coed	Year 1	TBD	TBD		
U6-Coed	Year 2	TBD	TBD		11
U6-Coed	Year 2	TBD	TBD		
U7-Boys/Girls	Year 3	TBD	TBD		15
U7-Boys/Girls	Year 3	TBD	TBD		
U8-Boys/Girls	Year 4	TBD	TBD		12
U10-Travel	II-Boys	Grant Patee-HC	Dan Lambert - AC		18
U10-Travel	III-Boys	Greg Marsden-HC	Steve Thebodo-AC		
U10-Travel	II-Girls	Mercier-HC	Katie Mercier-AC		18
U10-Travel	III-Girls*	Craig Mansfield	Ed Carey	Robert Ortiz	
U12-Travel	II-Boys	Jose Rivera-HC	Sarah Patakay-AC	Jeff Anderson-AC	30
U12-Travel	III-Boys	Matt Schold-HC	Brandy Berube-AC	Peter Krog-AC	
U12-Travel	II-Girls	Joe Mercier-HC	Kate Mecier-AC	Jay Giggy-AC	17**

*Division III U10G Coaching Assignments to be conducting after a U10G Assessment Tryout

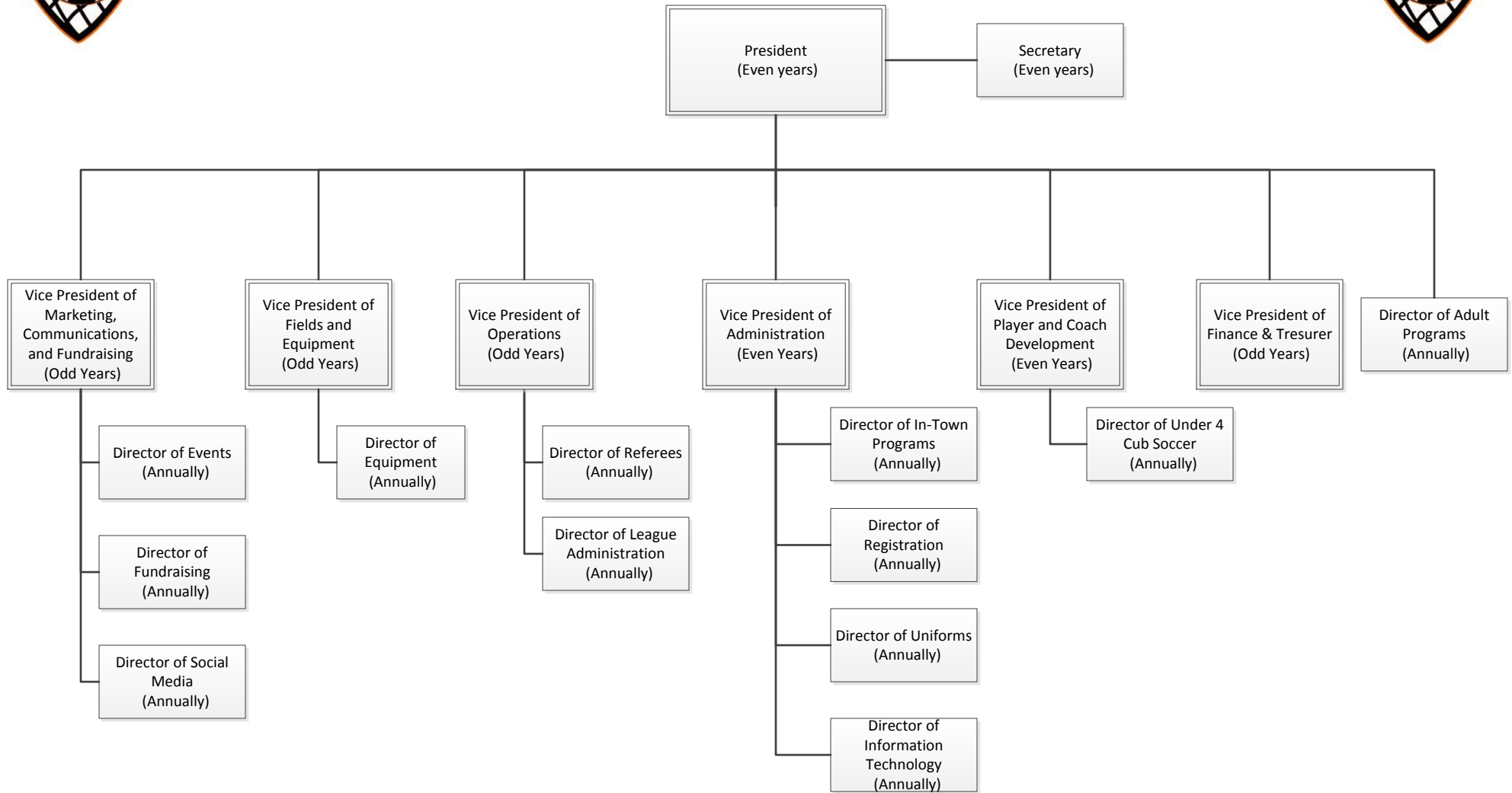
**Max Roster is 15 players, to be discussed at AGM



Spencer Soccer Club

Organization Chart

As of June 30, 2016



Spencer Soccer Club

High Impact Volunteer Discounts

July 31st, 2016

High Impact Volunteer Discounts: The below table is a representation of discounts approved by the Spencer Soccer Club Board of Directors for High Impact Spencer Soccer Club volunteers. High impact volunteers will be classified as members of the Spencer Soccer Club Board of Directors, Head Coaches, and Assistant Coaches. A credit will be applied to the each high impact volunteers' Sportsmanager account so that when they register in the next season they will receive a discount on their child's registration. High impact volunteers that do not have children registered for play in the subsequent season will receive a gift card valued at the level of credit associated with that position.

Volunteers that breach the disciplinary policy, cause fines to be imposed against the organization due to maximum scoring or roster violations, and/or do not complete their term (one season or as otherwise stated in the Spencer Soccer Club by-laws) will not receive the credit. The Spencer Soccer Club Board of Directors will be responsible for making final determinations on volunteer credits, individually and as a whole, and is granted power to repeal the credit to ensure all other financial obligations are satisfied.

Individuals coaching multiple teams will receive the allotted credit for each team that they coach (e.g. if you coach a U5 team and a U12 team you will receive a \$40.00 credit per season, \$15.00 for the U5 team and \$25.00 for the U12 team). The same policy will apply to Board Members (e.g. if you are the VP of Coaching, assist a U5 team, and coach a U14 team you will receive \$85.00 credit per season). Board Members that fill in for VACANT Member at Large positions or hold more than one title on the Board of Directors will receive a combined credit as well (e.g. if you are the Director of League Administration and are also the Director of Under 4 Soccer you will receive a \$75.00 credit per season). Executive Board Members are not permitted to hold more than 1 Executive Board Member position, but may fill Member at Large positions.

This change will take effect on July 31st, 2016 for the Fall 2016 season and credits will begin to be applied for the Spring 2017 registration period.

Spencer Soccer Club Board of Directors	
Executive Board Members (per season)	Discount Amount
President	\$ 75
VP of Fields and Equipment	\$ 50
VP of Player and Coach Development	\$ 50
VP of Finance and Treasurer	\$ 50
VP of Administration	\$ 50
VP of Operations	\$ 35
Secretary	\$ 35
Member at Large (per season)	
Director of In-Town Programs	\$ 50
Director of Uniforms	\$ 50
Director of Registration	\$ 50
Director of League Administration	\$ 50
Director of Events	\$ 25
Director of Fundraising	\$ 25
Director of Social Media	\$ 25
Director of Equipment	\$ 25
Director of Referees	\$ 25
Director of Information Technology	\$ 25
Director of Under 4 Soccer	\$ 25
Director of Adult Programs	\$ 25

Spencer Soccer Club Coaches		
Coaches (per season)	# of Coaches Budgeted	Discount Amount
Head Coach (Travel)	14	\$ 25
Head Coach (In-Town)	16	\$ 15
Assistant Coach (Both)	44	\$ 10



Spencer Soccer Club

High Impact Volunteer Discounts

September 29th, 2013

High Impact Volunteer Discounts: The below table is a representation of discounts approved by the Spencer Soccer Club Board of Directors for High Impact Spencer Soccer Club volunteers. High impact volunteers will be classified as members of the Spencer Soccer Club Board of Directors, Head Coaches, and Assistant Coaches. A credit will be applied to the each high impact volunteers' Sportsmanager account so that when they register in the next season they will receive a discount on their child's registration. High impact volunteers that do not have children registered for play in the subsequent season will receive a gift card valued at the level of credit associated with that position.

Volunteers that breach the disciplinary policy, cause fines to be imposed against the organization due to maximum scoring or roster violations, and/or do not complete their term (one season or as otherwise stated in the Spencer Soccer Club by-laws) will not receive the credit. The Spencer Soccer Club Board of Directors will be responsible for making final determinations on volunteer credits, individually and as a whole, and is granted power to repeal the credit to ensure all other financial obligations are satisfied.

Individuals coaching multiple teams will receive the allotted credit for each team that they coach (e.g. if you coach a U5 team and a U12 team you will receive a \$40.00 credit per season, \$15.00 for the U5 team and \$25.00 for the U12 team). The same policy will apply to Board Members (e.g. if you are the VP of Coaching, assist a U5 team, and coach a U14 team you will receive \$70.00 credit per season). Board Members that fill in for VACANT Member at Large positions or hold more than one title on the Board of Directors will receive a combined credit as well (e.g. if you are the Director of League Administration and are also the Director of Under 4 Soccer you will receive a \$60.00 credit per season). Executive Board Members are not permitted to hold more than 1 Executive Board Member position, but may fill Member at Large positions.

This change will take effect on September 29th, 2013 for the Fall 2013 season and credits will begin to be applied for the Spring 2014 registration period.

Spencer Soccer Club Board of Directors	
Executive Board Members (per season)	Discount Amount
President	\$ 75
Senior VP	\$ 35
VP of Fields	\$ 50
VP of Admin (without a Dir. of Registration)	\$ 50
VP of Admin (with Dir. of Registration)	\$ 25
VP of Marketing	\$ 35
VP of Finance	\$ 35
VP of Coaching	\$ 35
Secretary	\$ 25
Member at Large (per season)	
Director of Youth Programs	\$ 50
Director of Uniforms (current responsibilities)	\$ 25
Director of Uniforms (w/ordering)	\$ 50
Director of League Administration	\$ 35
Director of Adult Programs	\$ 25
Director of Fundraising and Events	\$ 25
Director of Advertising	\$ 25
Director of Referees	\$ 25
Director of Equipment	\$ 25
Director of Information Technology	\$ 25
Director of TOPSoccer	\$ 25
Asst. Director of TOPSoccer	\$ 10
Director of Under 4 Soccer	\$ 25
Asst. Director of Under 4 Soccer	\$ 10

Spencer Soccer Club Coaches		
Coaches (per season)	# of Coaches Budgeted	Discount Amount
Head Coach (Travel)	14	\$ 25
Head Coach (In-Town)	16	\$ 15
Assistant Coach (Both)	44	\$ 10

