

**Summary of the Meeting of the  
Board of Directors of the United Soccer Coaches Association**  
Sunday, April 8, 2020  
Board Call



Board Members in attendance: Lynn Berling-Manuel (non-voting, *ex officio* board member – CEO), David Carr, Jeff Farnsworth, Ashlee Fontes-Comber, Andy Haile, Haroot Hakopian, Greg Hubbard, Warren Mersereau, Rusty Oglesby, Missy Price, Sue Ryan (voting, *ex officio* board member – Advocacy Council Chair), and Kevin Sims.

**Call to Order**

President Kevin Sims commenced the conference call at 9:00am Eastern Time, Wednesday, April 8, 2020.

**1. Welcome Remarks – K. Sims**

- Mr. Sims provided welcome remarks to the Board and noted that this marked the first in a series of weekly conference calls that would take the place of the in-person Board meeting that had been scheduled for April but was cancelled due to coronavirus.

**2. Minutes – Andy Haile**

- Minutes from the March 8, 2020 Meeting of the Board of Directors were presented for consideration and approval.
- With no changes to the minutes suggested, a motion to approve the minutes was made and seconded. **The minutes of the March 8, 2020 Meeting of the Board of Directors were approved unanimously.**

**3. Board and Committee Reports – K. Sims**

- Reports from the directors as well as from the standing committees of the Association were presented for approval.
- **The director and committee reports were approved by unanimous consent.**

**4. Finance Q&A – Lynn Berling-Manuel**

- Included in the committee reports was a report by the Audit & Finance Committee. Ms. Berling-Manuel and Greg Hubbard (Treasurer and Audit & Finance Committee Chair) led a discussion of the report.

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- Profit from the Baltimore Convention was slightly under budget.
- The Board discussed cash flow issues and Ms. Berling-Manuel reported that she and Beth Sullivan (CFO) are carefully monitoring the Association's cash flow.
- Ms. Berling-Manuel discussed the decision to cut back employee hours by 20% and further reported that the Association has applied for a loan under the federal government's Payroll Protection Program. This is a forgivable loan (if at least 75% of the amount borrowed is used to for payroll) and requires no collateral.
- The Board engaged in a thorough and lengthy discussion of the financial situation, asking particularly about the impact of the cutback on employee morale. Ms. Berling-Manuel addressed this and other questions posed by the Board. Given the uncertainty of whether clubs, colleges, and individual members will have discretionary funds available in the short term, the Board determined that it will revisit the financial situation on a frequent basis during the upcoming weekly meetings.

**5. Review of Options for Anaheim21 Convention – L. Berling-Manuel**

- Ms. Berling-Manuel then led a discussion about possible options for the January 2021 Convention scheduled for Anaheim, CA.
- Prior to the meeting, the Board had received a summary of different options for how the Association might proceed with respect to the Convention.
- Ms. Berling-Manuel walked the Board through each of the options and explained that at this point she and the staff were continuing to prepare as if the Convention will occur as and when scheduled. At the same time, the staff is looking at several alternatives in case that becomes impossible. Those alternatives include scaling back the Convention but holding it in the same location and on the same dates, moving the dates, cancelling the Convention, holding the Convention as a virtual event, and holding smaller regional events around the country.
- The Board discussed pros and cons of each approach and agreed that at this early stage the Association should continue to proceed under the assumption that the Convention will take place as normal, while constantly assessing the realistic prospects of this assumption and weighing the various alternatives.
- The Board also discussed various issues related to the Convention, such as whether to increase the cost but provided video access of all Convention sessions to attendees. The Board also discussed the prospect of increasing U.S. Soccer's presence at the Convention, given the new leadership at the Federation.

*Following this discussion, a motion to adjourn was made, seconded, and approved.*