

**Summary of the Meeting of the
Board of Directors of the United Soccer Coaches Association**

Monday, August 31, 2020

Board Call



Board Members in attendance: Lynn Berling-Manuel (non-voting, *ex officio* board member – CEO), David Carr, Ashlee Fontes-Comber, Jeff Farnsworth, 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.

Staff Member in attendance: Beth Sullivan

Call to Order

President Kevin Sims commenced the meeting at 7:30pm Eastern Time, Monday, August 31, 2020.

1. Approval of Minutes – A. Haile

- Andy Haile presented minutes from the following board meetings for approval:
 - June 24, 2020
 - July 8, 2020
 - July 29, 2020
 - August 8, 2020
- Following a motion and second, the minutes were approved without changes.

2. CEO Update – L. Berling-Manuel

- Lynn Berling-Manuel reported that staff furloughs have been reinstated. The national office staff will not work on Fridays through March 1, 2021.
- With regard to the 2021 Convention, Anaheim has released the Association from its contractual obligation. As previously discussed, the Convention will be a live digital event in 2021. Anaheim will be added to the back of the rotation of cities hosting the Convention, so the 2021 event will effectively be “made up” in a future year.
- Convention registration opens on September 16, 2020. Exhibitor registration re-opens the week of August 31.

**Summary of the Meeting of the
Board of Directors of the United Soccer Coaches Association**

Monday, August 31, 2020

Board Call

- Ms. Berling-Manuel discussed a new blended (combining online and in-person instruction) high school course. The marketing for this course will start immediately. In addition, registrations for the new blended Advanced National course began in early August and are currently at 95 candidates. The goal for this fiscal year (September 1 – August 31) is 350 candidates.
- Ms. Berling-Manuel further reported that College Services has seen an uptick in revenue over the last 30 days. This line is budgeted for a 30% decrease this year because of the impact of COVID-19.
- Finally, Ms. Berling-Manuel noted that in response to encouragement from Target, the Association has applied for \$120,000 in grant funds to support Association memberships for coaches in lower income and inner city locations.

3. Financial Oversight – G. Hubbard

- Greg Hubbard reported that the subcommittee charged with monitoring the Association's cash flow and profits and losses is scheduled to meet on Friday, September 11.
- The subcommittee will receive financial information on Fridays in advance of the full Board's Monday Board meetings. In the event of any perceived financial concerns, the subcommittee will report to the Board.
- The subcommittee members are: Greg Hubbard, David Carr, Kevin Sims, Andy Haile, Beth Sullivan, Gerry DiBartolo, and Brian Greene.

4. Foundation Membership Support – W. Mersereau

- Warren Mersereau explained to the Board that Target was permitting some grant funds awarded for the 2019-2020 fiscal year to be used to support memberships for coaches in cities that otherwise would have benefited from the Target grants.
- The Foundation's Membership Support Program has raised money to allow coaches who may not otherwise be able to afford Association membership to apply for funding by the Foundation. The Foundation has currently raised \$36,000 for this purpose and hopes to support 500 memberships.
- Board members are encouraged to contribute in support of this project.

5. Nominations & Elections – M. Price

- Missy Price informed the Board that the Nominations & Elections Committee is working to create a video to educate members about what the Board does and how they can run for a position on the Board.

**Summary of the Meeting of the
Board of Directors of the United Soccer Coaches Association**
Monday, August 31, 2020
Board Call

6. CEO Review – A. Fontes-Comber

- Ashlee Fontes-Comber reported to the Board that the CEO Review subcommittee is finalizing the annual CEO evaluation form. The form will be circulated when complete.
- Mr. Sims asked that Board members review the form and provide any feedback once it is circulated.

7. Budget Process – K. Sims

- Mr. Sims shared a document he prepared setting forth the annual schedule for creating, considering, and approving the Association’s budget.

8. Ad Hoc Diversity Initiative Committee – K. Sims

- Mr. Sims provided the Board with the names of individuals who have agreed to serve on the Ad Hoc Diversity Initiative Committee. This Committee will be comprised of Kevin Sims, Missy Price, Sue Ryan, Lynn Berling-Manuel, Ted Steen, Cynthia Cervantes, Mauricio Lozada, Louise Waxler, and Janet Rayfield.
- The Committee will explore opportunities for increasing diversity within the operations of the Association.
