

Kern County Soccer Foundation
 Executive Board Meeting Agenda & Minutes

August 18, 2008 6:00 p.m.

Members Present: Martin, Staabs, Vaughn, Graviss, Jimenez, Scarrone, R. and S. Wiggins		
DISCUSSION & ACTION PLAN	WHO	COMPLETION DATE
I. Call To Order & Approval of Previous Meeting Minutes		
Meeting was called to order at 6:05 p.m. Minutes were approved as presented (MSC S. Wiggins/Staabs).		
II. President's Report		
	Martin	
A. Concessionaire Contract		
Discussion: Martin and Ricker to develop contract and assure concessionaire, Pepsi and Carnation's contracts are signed and originals filed with Board Secretary. Martin reported that they are finalizing the contracts. Little Caesar's will be added as a vendor.		
Action: Martin & Ricker to finalize concessionaire and related contracts and provide originals to Board Secretary.	Martin Ricker	Sept. 5, 2008
B. Grant Writing		
Discussion: Martin provided update - one previously identified grant writer is unable to assist the Board; one other has been contacted multiple times without response. Martin has newly identified potential candidate, Amy		
Action: Martin to contact Amy Smith and provide update at next meeting.	Martin	Sept. 15, 2008
C. Banner Cost		
Discussion: R. Wiggins and Martin reported on cost of making banners. City Neon will charge KCSF \$140. Members discussed this was slightly more than other vendors, but approved Jimenez to work with City Neon since they had produced the previous banners. Banner sponsor's fee will be \$500 plus \$150 for the first year to make the banner, and second and subsequent year only \$500. Monuments are priced at \$10,000, \$7500 and \$5000 for two years depending on monument park location.		
Action: Jimenez to contract with City Neon for banners.	Jimenez	Ongoing
D. Bakersfield's Men's League		
Discussion: Martin reported that BML was in arrears since May 2008 for \$4000. Martin has written a letter to the BML requested that amount owed be paid.		
Action: Martin and Graviss to coordinate with Tomas and/or Alex of BML to bring account current. Provide a report at next meeting.	Martin Graviss	Sept. 15, 2008
E. Parking Pass Purchases		
Discussion: Martin reported that the Gunners have purchased 200 parking passes. Receipts used for accounts payables.		
Action:		

F. Labor Suit		
Discussion: Martin reported that past employee, Jose, has filed a labor suit claiming that he was not paid for		
Action: Martin to provide documents to appropriate entities. Report update at next meeting.	Martin	Sept. 15, 2008
G. Parking Pass Sales - Assistance Requested		
Discussion: KCSF will be selling parking passes at the park for three weekends starting September 6,7 weekend. Board members were requested to assist with those sales. Vaughn reported that she has secured additional help at the gates the first weekend of play since many may not have purchased parking passes before that time.		
Action: Members unanimously approved refunds of parking fee only for the September 6,7 weekend if a parking pass purchased that weekend and parking ticket presented at time of refund.		
H. Staff Shirts		
Discussion: Martin requested shirt sizes from the Executive Board members for "Staff" shirts to be purchased.		
Action: Martin to provide staff shirts for Executive Board members and parking staff.	Martin	Ongoing
III. Vice President Report		
	Staab	
A. KCSF Website Status Report		
Discussion: Staab reported that she would send a link to revised website for review/feedback. Information was updated. Messages on the voice mail phone at the park will be picked up weekly.		
Action: Members to review website and provide Staabs feedback.	Members	Sept. 1, 2008
B.		
IV. Treasurer Report		
	Graviss	
A. Financial Report (Account Balances; Budget; AP)		
Discussion: Martin reported that he has not found another bank lender or re-negotiated the loan with Rabobank.		
Action: Martin to contact Rabobank and re-negotiate loan paying them \$20,000 versus \$85,000 in September 2008 and terms for the balance. Martin to report at next meeting.	Martin	Sept. 15, 2008
B. Security Cost Reconciliation		
Discussion: Vaughn reported a system is in place to reconcile payments out and receipts for league security costs.		
Action: Graviss and Vaughn to evaluate effectiveness of system.	Graviss Vaughn	Ongoing
C. Tax Preparation		
Discussion: Staab and Graviss had no update on the year-end tax preparation.		
Action:		
D. Cruz Car Wash		
Discussion: Graviss reported the car wash receipts were \$774.		
Action:		

V. Secretary Report	S. Wiggins	
A. None		
Discussion:		
Action:		
B.		
Discussion:		
Action:		
VI. Park Operation Report	Scarrone	
A. Field Maintenance Status Report		
Discussion: None		
Action:		
B.		
Discussion:		
Action:		
VII. Scheduling Report	Vaughn	
A. Security Issue		
Discussion: Vaughn reported that there were three fights during the BML. Rangers responded and everything was resolved. Yolanda is requesting more security for the Thursday night final game.		
Action: Martin will handle issue.	Martin	Aug. 21, 2008
B. Status Report		
Discussion: Vaughn reported AYSO sign up is about 200 players lower than last year. Vaughn has attempted to arrange the schedule so Brigade plays some Saturday and some Sunday games. Brigade wanted to have all their games on either Saturday or Sunday. brigade chose Sundays to play. This schedule will allow pictures to be taken at the park- AYSO on a Saturday and Brigade on a Sunday. Lighted fields will be rotated. Coast League will play on lighted fields.		
Action: Master schedule and parking locations will be posted on the website when finalized.	Staabs	Sept. 5, 2008
VIII. Tournament Director's Report	Ricker	
A. Alliance Tournament		
Discussion: This small Tournament is scheduled to play Labor Day weekend.		
Action:		
B. Long's Drug Tournament		
Discussion: Tournament was a success. The tournament play with the lunch was effective.		
Action:		
IX. Publicity Director's Report	Jimenez	
A. Clarification		
Discussion: Jimenez clarified that the rumors that he is resigning from the KCSF Board are false. He has no intention to resign his position. Other Board members expressed their delight and thanked Jimenez for his work with the KCSF.		

