

**Minutes of Board of Directors Meeting  
Harvard Soccer Club  
April 14, 2013 7:00 PM at the Old Library**

**Attendees:**

Keith Bilafer  
Gerry Hall  
Rich Krause

Michael Lawton  
Steve Stecyk

Karl Schwiegershausen (minutes)  
Tom Wiffen  
Daniel Boyd

- **Challenger**
  - Tom and Dan updated start of season – some confusion, especially regarding fields and practices
  - Steve to meet with U7-U8 coaches to refine format and content of Challenger sessions
  - Steve will try to use Natalie and Luke’s spare time – try to structure age-group wide skill sessions
- **In-town teams**
  - No update on start of season
- **Travel teams**
  - No update on start of season
  - Postponed discussion of keeper evaluation process due to lack of attendance at meeting
- **Coach Development-**
  - Some discussion of the ongoing effort to complete CORI and other coach/volunteer deliverables
- **General Items**
  - **BOD operating effectiveness** – Some discussion of how to improve effectiveness of BOD. Keith agreed to add to Rika’s list for discussion by email and at next meeting
    - General consensus that we need to more fully document many of our processes
    - Some outstanding deliverables: 2012 President’s report; January, March meeting minutes
    - From March meeting - Job descriptions - Steve will send “format” to board.
  - **BOD 2013 goals** – See list below from February minutes
  - **Fields** – no update. HP drainage issue status ?
  - **Equipment** –
    - Keith reports that Challenger bags only last one year. Will investigate higher quality options.
  - **Financials** – reviewed financial update - no issues currently
  - **Evaluation form** – Version 5 is out for testing by BOD members – need feedback
  - **Miscellaneous** –

**Next Meeting – Sunday May 5 at 7pm**

## Ongoing Items to keep in View

- **General Items**
  - **Fields** – HP drainage issue
  - **Website cleanup** - Sportsmanship committee found some HSC documents are outdated or hard to find.
  - **Outstanding Action Items** –
    - Try to schedule future HSC board meeting to not conflict with NVYSL meetings.
  
- **Issue Archive/For Future Action**
  - Try to schedule Coaches player evaluation meetings well in advance to allow more coaches to attend
  - Jamboree – consider adding a station for keeper evaluation, less skills stations, more scrimmage time ?.
  - Suggestion that U16-U18 team selections be made on basis of merit, not date of registration, to avoid teams with large disparities in talent and players being placed in situations beyond their abilities. All registering players would be placed on a waiting list and notified once decisions have been made.
  - Board decided that coaches will be strongly encouraged to take CDC concussion course, send in certificate of completion to Chuck.
  - HAA scholarships - send reminder email to students in January
  - Karl drafted a summary of the player evaluation and team rostering process. Could add to registration page, mail out to all parents later in summer. Need to decide if we're going to use this for Fall 2013

### **BOD 3 year goals (set Feb 2013)**

- Keep calendar up to date & more readable, more proactive to get info to coaches
- Create a Communications Director position, write-up mission statement for this position
- Current position description document is dated 1997, needs updating
- Sweep through all documents
- Keeper integration into jamboree/evals/training
- Clarify coaching qualifications and our coaching program requirements
- Potential changes to eval process, incorporating scrimmage more. Acton has “dynamic” scrimmage- where the players are moved up/down to different skill level groups based on evaluations during scrimmages
- Coach evaluations – Challenger has done some in the past
- How to make sure we execute on our goals – quarterly review?
- Go through list of board positions and processes