



# Crystal Lake Soccer Federation

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## Minutes from Annual Membership Meeting February 20<sup>th</sup>, 2018

**Location:** West Elementary School  
100 Briarwood Rd  
Crystal Lake, IL 60014

**Time:** 7:00 PM

**Board Members in Attendance:** Steve Schofield, Joe Schenher, Eric Bertalon, John Novy, John Martin, Nick Deka, Ken Ryan, Bob Hansen, Bernadine Hansen

**Board Members Absent:** None

**Administrator:** Greg Cole

**Administrative Assistant:** Kim Hollander

**Financial Coordinator:** Donna Bertalon - absent

**Director of Coaching:** Kristian Rockall

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### Call to Order/Declaration of Quorum

Steve Schofield called the meeting to order at 7:06 PM and declared a quorum with those present constituting more than 100 member-votes.

### Approval of 2017 Annual Membership Meeting Minutes

Bob Hansen made a motion to accept the 2017 Annual Membership Meeting Minutes as submitted. John Martin seconded the motion, and the Membership voted unanimously to approve the motion.

### Treasurer's Report

Joe Schenher presented the Balance Sheet as of January 31<sup>st</sup>, 2018 and Budget vs Actuals May, 2017 through January, 2018. He noted the date changes this past year to the CLSF fiscal year. Additionally, Joe stated the 2016-2017 Audit Reports are available for review after the meeting. As of February 20<sup>th</sup>, 2018 CLSF remains on budget.

Adam Cox asked about the status of field lighting loan. Joe Schenher discussed plan including the probability of paying the remaining balance this year

Brian Maddic asked what the miscellaneous credit card fees are. Joe Schenher explained they were the charges credit card companies charged to process card payments

Shane Koeneman asked if cash payments were an option to reduce or eliminate credit card charges. Joe Schenher explained the risk and overhead to handling volumes of cash outweighed the credit card charges. He went on to say the credit card merchants have been reviewed in the past couple of years.

Bob Hansen made a motion to accept the 2017 Treasurer's Report as submitted. Shane Koeneman seconded the motion, and the Membership voted unanimously to approve the motion.

### President's Report

Steve Schofield reported on the many accomplishments from last year and plans for this year which included:

- Recognizing CLSF Volunteers
  - Volunteer based org with over 1100 families and over 250 volunteers
  - Thank you to our coaches, assistant coaches, team managers, Saturday concession volunteers, committee members, and board members
  - Recreational Committee

## Crystal Lake Soccer Federation Annual Meeting Minutes - con't

- Bob Hansen (Director), Greg Cole, Nick Deka, John Martin, Tim Koscielski, Jason Parr, Kristian Rockall and Jason Warfel
- Competitive Committee
  - Kristian Rockall (Director of Coaching), Donna Bertalon, Kim Hollander, Michael Edge, John Novy, Jennifer Emmert, Ken Ryan, Mike Santarelli
  - Members that have retired in the past year: Tracey Dayton, Dave Besterfeldt and Ryan Savage
- Fundraising Committee
  - Eric Bertalon (Director), Stacey Meesak, Bob Hansen, Bernadine Hansen, Kelly Zurzolo
- Tournament Committee (Force Classic)
  - Kristian Rockall (Director), Donna Bertalon, Kim Hollander, Bruce Wiegand, Shaun Geyer, Michael Edge, Stacey Meesak, Tom Musschoot, Kelly Rokos, Michael Doherty, Carolyn Schofield, Greg Cole, Nancy Meintz
  - A special thanks to the more than 150 volunteers that worked last year's tournament, with many taking on multiple shifts and a special thanks to Angel Georgiou who volunteered over 24 hours between Friday and Sunday
- Recognition of Staff
  - Greg Cole (Registrar, Administrator) & Kristian Rockall (Director of Coaching) in full time roles
  - Donna Bertalon (Financial Coordinator) & Kim Hollander (Administrative Assistant) in part time roles
- Overall state of CLSF
  - Financial Status
    - Solid results for 2016-17 Fiscal Year
    - Reserve Fund ~\$139k (increase of ~\$23k year over year)
    - Steadily paying down lighting loan with ~\$52k remaining, paid down principle by ~\$30k in calendar 2017, balance will be due November, 2018 (~\$34k)
  - Membership in programs is steady overall, although declining in competitive, >1100 CLSF families
    - Recreational Program: 74 Fall teams, 80 Spring teams, ~1000 players vs 75 teams, 953 players previous year
    - Force Competitive Program: 420 players, 30 teams vs 585 players, 40 teams previous year (Contraction due to focus on two program levels - Elite, Premier, instead of three - Select removed)
  - CLSF programs continue to be recognized by Illinois Youth Soccer and US Soccer for their high level of quality
    - 5-Star Recreational Award (still 1 of only 6 in the state of Illinois)
    - 5-Star Club (still only 1 of 5 in the state)
    - One of only 3 clubs to be recognized for both
- Accomplishments & Updates from March 2017 thru February 2018
  - 5<sup>th</sup> Annual Force Classic Tournament last August
    - 151 teams this year, ~ \$35k profit
    - Received \$5k grant from city hotel/motel tax fund (annual grant for 2 yrs)
  - Recreational Coach Training/Education
    - Continued strong support of coach training with several trainer led courses at Lippold
  - Force teams performing at high levels of competition, continue national events
    - MRL Premier 2 champions & qualification to MRL Premier 1 (a Club First)
    - 1<sup>st</sup> place at Disney national showcase in Florida
    - Continued success with college soccer scholarships
    - Force players selected to represent Illinois on Olympic Development teams
    - Coaching Staff: 5 Force coaches achieved USSF national C licenses, 1 achieved D license, 1 working toward B license, 9 coaches with USSF National C or higher credentials
    - 4 Teams competed in Super Y League Regional and National competition over the summer
  - Financial
    - Completed annual financial audit as required per the Illinois Attorney General
    - Successfully transitioned to new fiscal year calendar, May 1 - April 30
  - Fields
    - Continued field investments: topdressing, reseeding, fertilization
    - Working to provide new practice areas at Lippold to make up for space lost to Lacrosse
  - Soccer house parking lot resurfaced with the support & help of the Crystal Lake Park District
  - Concessions
    - Bernadine Hansen reached milestone of \$100k in sales as concessions director
    - Thanks to all concession volunteers for their support

- Coming up in 2017 - 2018
  - Capital Plan includes
    - Continued field improvement efforts
    - Field stripping machine
    - Paying off remaining principle on Field Lighting loan
  - 6<sup>th</sup> Annual Force Classic Tournament in August
  - Super Y League - second year as a member club, 4 teams competing
  - Recreational Teams
    - Aligning Coaching Education with new USSF courses
    - Implementing US Soccer small sided guidelines for U7 & U8
    - Pursuing TOPsoccer program
  - Safety & Risk Mgmt to certify some key CLSF leadership & personnel in CPR

### **Election of Directors**

Greg Cole stated 2 board positions were open for 3 year terms and presented the current candidates to the Membership as Jason Parr and Ken Ryan. He then opened the floor to further candidates.

There being none, Greg Cole made a motion to close nominations. Bob Hansen seconded the motion, and the Membership voted unanimously to approve the motion.

John Martin made a motion to approve Ken Ryan and Jason Parr as the new Board members by acclamation. Bob Hansen seconded the motion, and the Membership approved the motion.

### **Amendment of Bylaws**

Greg Cole presented the 2 proposed changes as:

#### **Proposal 1:**

**5.01 Powers, Number, Tenure and Qualifications** – The supervision, control and direction of the affairs of the Federation shall be vested in the Board consisting of at least **seven (7)**, but no more than **twelve (12)** persons. The exact number of directors shall be fixed or changed from time to time, within the minimum and maximum, by the directors without further amendment of the Bylaws. Each director shall hold office for three (3) years and until the director's successor shall have been elected and qualified. The terms of the directors shall be staggered so that approximately one-third of the directors' terms will expire each year. A director need not be a member of the Federation.

#### **Proposal 2:**

**5.01 Powers, Number, Tenure and Qualifications** – The supervision, control and direction of the affairs of the Federation shall be vested in the Board consisting of at least nine (9), but no more than fifteen (15) persons. The exact number of directors shall be fixed or changed from time to time, within the minimum and maximum, by the directors without further amendment of the Bylaws. Each director shall hold office for three (3) years and until the director's successor shall have been elected and qualified. **Directors shall not serve more than two (2) consecutive full three-year terms. After a Director is off the Board for two years, he/she would again be eligible to serve on the Board.** The terms of the directors shall be staggered so that approximately one-third of the directors' terms will expire each year. A director need not be a member of the Federation.

Steve Schofield further discussed the rational for the proposed changes.

Open discussion then commenced with the CLSF Membership and Board jointly discussing the pros and cons of each proposal.

After much discussion, Greg Cole explain the 3 Voter Classes as defined in the By-Laws and stated By-Law changes must pass by a 75% vote. Ballots were distributed, membership voted, ballots collected and tallied.

Greg Cole presented the results as Proposal 1 - Passed (94 yes, 16 no) and Proposal 2 - Failed (58 yes, 50 no).

Bob Hansen motioned to destroy the ballots. Mark Taylor seconded the motion, and the Membership voted unanimously to approve the motion.

**Acknowledgement of Outgoing Board Members**

Steve Schofield presented CLSF thanks and appreciation to Dave Besterfeldt, John Novy and Eric Bertalon for their years of service.

**Old Business**

None

**New Business**

John Carson asked where CLSF stood with a Recreational Tournament. Bob Hansen explained the lack of interest this past year but will try to hold a tournament again in the future.

**Adjournment**

John Martin made a motion to adjourn the meeting at 8:17 PM. Shane Koeneman seconded the motion, and the Membership voted unanimously to approve the motion.

Respectively Submitted, John Novy

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