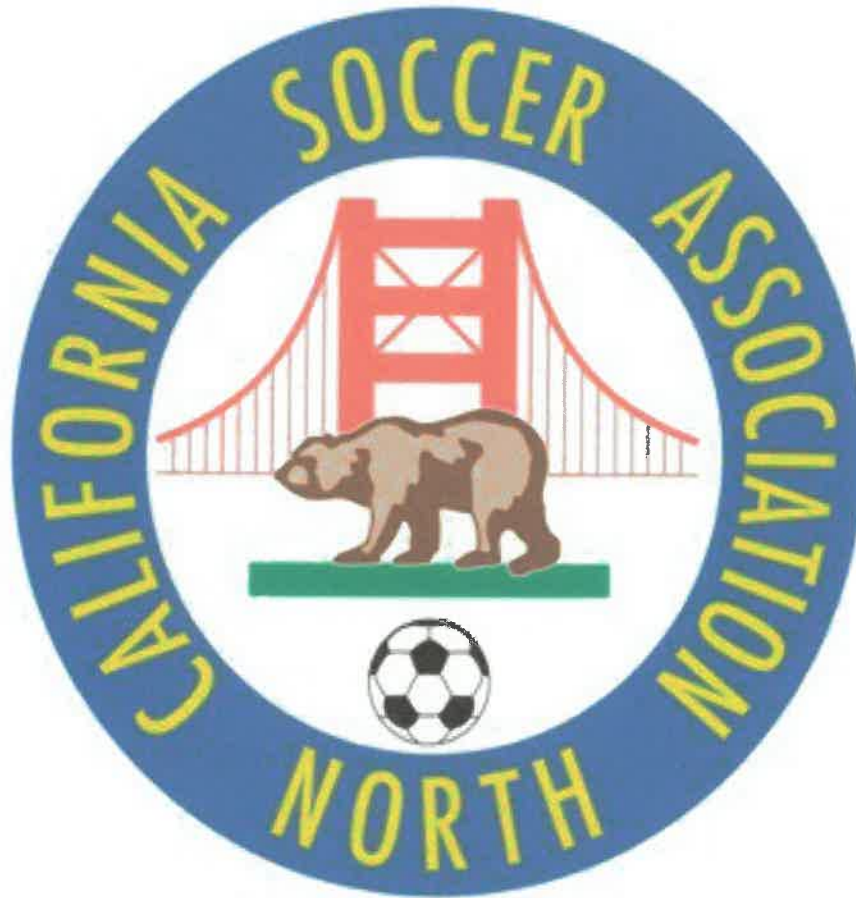


CSAN Annual Member Meeting
and
Board of Director's Meeting



August 10, 2019
Espanol Italian Restaurant
5723 Folsom Boulevard
Sacramento 95819

California Soccer Association North

Annual League Affiliation Form for 2019-2020

(Please type or print clearly all information)

Name of League: <i>Nombre de la Liga:</i>		
Type of League: Men's Competitive <input type="checkbox"/> Women's Competitive <input type="checkbox"/> Recreational <input type="checkbox"/> Co-ed (<i>Mixta</i>) <input type="checkbox"/> <i>Tipo de Liga:</i>		
Estimated Number of Teams: <i>Estimacion de numero de equipos:</i>	Start date of season 1: <i>Fecha que empiezan 1:</i>	End date of season 1: <i>Fecha que terminan 1:</i>
Number of divisions: <i>Numero de divisiones:</i>	Start date of season 2: <i>Fecha que empiezan 2:</i>	End date of season 2: <i>Fecha que terminan 2:</i>
League postal address: <i>Dirección de la liga:</i>		
Telephone number: <i>Numero de telefono:</i>	Fax number: <i>Numero de fax:</i>	League E-mail:

List of League Officers for 2019-2020

Por favor, hagan una lista de todos los miembros de su mesa ejecutiva

President:	Home phone:	Fax:
Address:	City:	Zip Code:
E-mail Address:	Cell Number:	Work Phone:
Vice President:	Home phone:	Fax:
Address:	City:	Zip Code:
E-mail Address:	Cell Number:	Work Phone:
Secretary:	Home phone:	Fax:
Address:	City:	Zip Code:
E-mail Address:	Cell Number:	Work Phone:
Treasurer:	Home phone:	Fax:
Address:	City:	Zip Code:
E-mail Address:	Cell Number:	Work Phone:

PLEASE LIST ALL OTHER LEAGUE OFFICERS ON THE BACK OF THIS FORM

Por favor, hagan una lista de todos los otros miembros de su mesa ejecutiva, usa lo detras de esta oja.

We will abide by the bylaws, rules and regulations of the California Soccer Association North (CSAN) and any such bylaws, rules and regulations hereafter approved by the CSAN Board of Directors		FOR OFFICIAL USE ONLY
Signature of League Official:	Date:	Fees Paid:
Signature of League Official:	Date:	Receipt Number:



California Soccer Association North
 1346 Silver Ave.
 San Francisco, CA 94134
 Phone: 415-467-1881
www.csan.net

TEAM ANNUAL MANDATORY FORM			
Name of Club:			
Name of League:			
Manager of Club:			Phone:
Address:			
City:	State:	ZIP Code:	
Coach of Club:			Phone:
Address:			
City:	State:	ZIP Code:	
Address:			
City:	State:	ZIP Code:	
Email address for club:			
SOCCER CLUB OFFICERS FOR THE SEASON OF:			
President:			Phone:
Address:			
City:	State:	ZIP Code:	
Secretary:			Phone:
Address:			
City:	State:	ZIP Code:	
Daytime phone to contact club:			Contact Person:
STATEMENT OF ORGANIZED MANAGEMENT			
Check one: Supported by Individual only <input type="checkbox"/> Club Dues Paying Member <input type="checkbox"/> By Sponsorship <input type="checkbox"/>			
Name of Organization:			
Person Responsible:			Phone:
Address:			
City:	State:	ZIP Code:	
Relationship:			
SIGNATURES			
I certify that I am the legal Owner/President of the club and the above are true and correct under penalty of Bond:			
Signature of applicant:			Date:
As past Owner/President, I agree to release all holdings of the club (given or implied) to the new President.			
Signature of applicant:			Date:
The above Club is sanctioned by the _____ to register players for the _____ season.			
Signature of League Officer:			Date:
Please note: This is a MANDATORY form for each team. It must be submitted to CSAN once each year prior to the start of your league's season. Player Passes and/or Player Registration forms will only be sent to teams that have submitted this form. All lines on this form MUST have the appropriate information filled in and signed before it will be accepted by CSAN			



California Soccer Association North
1348 Silver Avenue
San Francisco, CA 94134-1226

FEES, BONDS AND APPEALS

As of December 1, 2018

LEAGUE FEES

Annual league dues for new and returning leagues \$100.00

Annual dues for all member leagues shall be payable on or before the date of the Annual General Meeting in August of each year.

TEAM FEES

Annual team dues for new and returning teams \$100.00

Team name change at the start of a registration year \$0.00

Team name change during the registration year* \$20.00

*Player passes must also be reprinted with the new team name – see fee below.

PLAYER REGISTRATION FEES

Annual player registration fee* \$26.00

*Includes \$5,000 Participant Accident Insurance Plan, \$2,000,000 league and team liability coverage and \$10,000,000 Directors and Officers liability coverage for the league.

Annual player registration fee* \$31.50

*Includes \$25,000 Participant Accident Insurance Plan, \$2,000,000 league and team liability coverage and \$10,000,000 Directors and Officers liability coverage for the league.

Fee for additional player registration for another team (multi-pass)* \$10.00

*additional Participant Accident insurance premium may also apply

Fee for player transfer during the registration year* \$10.00

*After having paid the Annual Player Registration fee for a different team

Player release done by league registrar in Affinity \$0.00

Player release done by the CSAN Office Staff \$10.00

Temporary tournament player pass (valid for seven days) \$10.00

Replacement of a lost player pass or reprint due to a team name change \$10.00

Fee for CSAN staff to correct incomplete or incorrect player registration information* \$10.00

*Includes correction of an inadequate player passport style photo

LIABILITY INSURANCE CERTIFICATES

Request for liability insurance certificate submitted with correct information 7+ days in advance \$0.00

Expedited insurance certificate request (less than seven days in advance) \$20.00

Insurance certificate request submitted with incorrect information that requires correction \$20.00

FEES AND FINES

Team found guilty of fielding an ineligible player \$200.00

Fee to file a protest or appeal \$100.00

Amending the remainder of a suspension to a probationary period \$100.00

Not fielding a full team for a State Cup Game \$100.00

Credit card payment convenience fee:

Under \$100.00: \$0.00

\$100.00 or more: 2%



Founded in 1902

**Annual General Meeting
11:40 am, August 10, 2019
Español Italian Restaurant
5723 Folsom Boulevard
Sacramento, CA 95819**

AGENDA FOR THE ANNUAL MEMBER MEETING

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Consider approval of the minutes of the member meeting of August 11, 2018
5. Annual Report for 2018-2019
6. Election of Vice President
7. Election of Secretary
8. Adjournment

AGENDA FOR THE BOARD OF DIRECTORS MEETING

1. Call to Order
2. Roll Call
3. Consent Calendar
 - a. Consider approval of the minutes of May 18, 2019 Board of Directors Meeting
4. Action Items
 - a. Consider reappointing Mr. Ric Olivas as CSAN Representative on the Northern California State Referee Committee.
 - b. Consider approving a \$100 per month stipend for the CSAN Vice President.
 - c. Consider approval of the Ann Wagner Tournament, managed by the Golden Gate Women's Soccer League.
 - d. Consider approving the CSAN Calendar for 2019-2020.
 - e. Consider list of draft CSAN Goals for 2019-2020.
5. Officer, Staff and Committee Reports
 - a. Vice President's Report (Zaldana)
 - b. Treasurer's Report (Rodriguez)
 - c. Report on progress of Financial Audit (Rodriguez)
 - d. State Cup Committee Report (Zaldana and Yanow)
 - e. Player and Team Registration Report (Sanchez)
 - f. Report of State Referee Committee Representative
 - g. CNRA Reports
6. Good of the Game
 - a. Correspondence received by Officers, Directors and Staff

b. Director's Comments

c. Board Member Requests for future agenda items

7. Adjournment

**California Soccer Association North
Minutes of Annual Membership Meeting
August 11, 2018
Crowne Plaza, Foster City**

1. Call to Order

The 116th Annual Membership Meeting was called to order at 12:20 PM by California Soccer Association President, Ric Olivas.

2. Roll Call/Credentials Report

President	Ric Olivas	
Vice-President	Juan Zaldana	
Secretary	Jan Mullen	
Member-At-Large	Edwin Menjivar	
Member-At-Large	Alicia Yanow	
Alameda County Soccer League	Vangie Bond Esual Villalpando (delegate)	(1 vote)
Albany Coed Soccer League	David Greene	(1 vote)
Central California Soccer League	Ali Radmand	(1 vote)
Fraternidad Soccer League	Wilton Guevara	(1 vote)
Golden Gate Women's Soccer League	Angela Bailey	(2 votes)
Liga Cristiana	Joaquin Cisneros	(1 vote)
Monterey Peninsula Soccer League	Tom Moore	(1 vote)
National Soccer League	Hector Hernandez (delegate) Rosa Pulido	(1 vote)
Sacramento Adult Soccer League	Gerhard Atchleik	(1 vote)
San Francisco Soccer Football League	Leo Shoomiloff (delegate) Joaquin Trigueros	(1 vote)
San Joaquin Valley Soccer League	Ventura Braganza Juan Perez Rene Perez Marcos Yanez (delegate)	(1 vote)
Visalia Soccer League	Martin Esquer	(1 vote)
Guests	Isaac Diaz (Affinity) Carlos Mejia Carlos Rodriguez Maria Rodriguez Javier Rodriguez Natalia Shoomiloff	

**13 total votes: 7 votes = simple majority
 9 votes = two-thirds**

3. Pledge of Allegiance

4. Minutes of 2017 Annual Membership Meeting

Motion by San Francisco Soccer Football League/second by Monterey Peninsula Soccer League to accept the minutes of the 2017 CSAN Annual Membership Meeting with the correction that the resolution was approved and passed, not the Bylaw, submitted by the Golden Gate Women's Soccer League. Passed with correction.

5. Officer's Reports

Written reports were submitted and included in the information meeting packet by CSAN Officer's and Members-At-Large.

Vice- President Juan Zaldana gave a verbal report.

Ric Olivas announced that Luis Flores had submitted his resignation as CSAN Treasurer a few months ago for personal reasons.

6. Election of Officer's

A. President

Monterey Peninsula Soccer League submitted a nomination for Tom Moore.

San Francisco Soccer Football League submitted a nomination for Carlos Mejia.

Both Carlos Mejia and Tom Moore accepted the nomination and both candidates had five (5) minutes to make remarks on their behalf, followed by a short question and answer period.

Recess at 1:40 PM.

Meeting readjourned at 1:48 PM.

Tom Moore elected as CSAN President.

B. Treasurer

Sacramento Adult Soccer League submitted a nomination for Javier Rodriguez.

Javier Rodriguez accepted the nomination and then made some remarks on his behalf.

Motion by SFSFL/second by Monterey Peninsula to elect Javier Rodriguez as CSAN Treasurer by acclamation. Passed.

7. Bylaw Proposals

No bylaw proposals were submitted.

Meeting adjourned at 1:53 PM.

Submitted by,

Jan Mullen
CSAN Secretary



Founded 1902

**Annual General Meeting
11:40 am, August 10, 2019
Español Italian Restaurant
5723 Folsom Boulevard
Sacramento, CA 95819**

2019 CSAN Annual Report

The CSAN officers, Board of Directors, members-at-large, committee members and volunteers have been very active this past year. Here are their significant accomplishments:

Office Renovation, Cleanup and Equipment Replacement

- Replaced old carpeting with laminate flooring.
- Replaced damaged laminate at the outside entrance doors to the conference room with ceramic tile.
- Installed awnings above the outside entrance doors to the conference room.
- Replaced the door lock for the basement entrance door.
- Patched various small holes that were allowing mice into the office area and rats into the basement.
- Replaced a broken exterior window.
- Repainted exterior stairs.
- Cleaned up and reorganized the items stored in the basement. Disposed of damaged items. Cleaned the basement itself.
- Replaced one aging computer and bought three additional monitors to help staff be more efficient when processing player registrations.
- Added electrical circuits to improve the reliability of the office electrical system.
- Set up a Zoom video teleconferencing account for use at Board and committee meetings.

Registration Improvements

- Activated the tournament registration and reporting features of Affinity and used them for the 2019 CSAN State Cup Competition.
- Transitioned to a date for the end of the player registration year that is customized for each league.
- Simplified the fee structure and process for player releases and transfers.
- Established a policy under which independent teams could be affiliated with CSAN and USASA. Affiliated the first such team.

2019 CSAN Men's State Cup Competition

- 16 men's teams participated in the 2019 CSAN State Cup Competition. Games were held in San Francisco and Davis, CA.

Marketing

- Developed first ever 30 second video commercial for CSAN
- Updated content on csan.net.

- Developed and managed advertising booths in the Fan Zone for two US National Team games in San Jose.
- Distributed to CSAN leagues, volunteers and players a limited number of complimentary tickets to San Jose Earthquakes and US National team games.
- Unsuccessfully attempted to convince the San Jose Earthquakes organization to take on the creation of a San Jose area walk soccer program.
- Completed the recruitment of the Palo Alto Adult Soccer League.

Financial Management

- Recruited a reputable external auditing firm and contracted for the conduct of the first external financial audit in 20+ years.
- Transferred signature authority over all financial accounts to the new CSAN officers.
- Produced and distributed to the Board the required financial reports.

CSAN Governance

- Revised a significant number of CSAN policies.
- Attended briefings on the new Safe Sport laws and policies. Adopted related policies for CSAN.
- Planned for and executed the CSAN AGM.
- Revised how we write the agendas and agenda items for our Board meetings.
- Participated in one meeting of the Board of Directors of California Youth Soccer Association.
- Adjudicated a case involving a referee assault and helped the league deal with the initial stages of the resulting insurance claim.
- Unsuccessfully tried to assist a player from a team in a league affiliated with CSAN in order to prevent his being banned for one year from playing for an NAIA college team.

California North Referee Administration Activities

- Participated in all meetings of the Board of Directors of California North Referee Administration.
- Coordinated with CNRA to provide referees for the CSAN State Cup Competition at no cost to the CSAN.

U.S. Adult Soccer Association and U.S. Soccer Federation Activities

- Successfully negotiated with the US Soccer Federation National Board of Directors for new policies that make small improvements in Federation governance and transparency.
- Participated and voted in the USASA Region 4 Council meeting, the USASA AGM and the USSF AGM.
- Participated in the following USASA Region 4 Workshops:
 - The Safe Sport Act and <https://www.safesoccer.com/>
 - The Soccer Concussion Protocol
 - The New U.S. Soccer Fan Council
 - USASA Insurance Coverage
 - The USASA Region 4 Grant Application Process
 - The Potential of Walk Soccer



**California Soccer Association North
Executive Vice President's Annual Report
August 2019**

I am pleased to present to our members the 2018-2019 Vice President's report.

Below you will find some of our key 2018-2019 achievements:

- Attended USASA Midyear meeting September 21-23-2018
- Attended Region IV workshops (Phoenix AZ) January 4-5-6 2019
- Attended USASA AGM on February 15-16-17, 2019
- Attended Leadership meeting on April 5-6, 2019
- Attended CSAN BOD and conference calls
- Served as a Disciplinary Committee Chairperson; scheduled multiple disciplinary hearings
- Coordinated the maintenance and repairs of the CSAN office building
- Organized and participated in disposing of accumulated junk from CSAN office
- Serve as a State Cup Co-Chair; organized and participated in the coordination of the State Cup regionals, semi-final and championship games from July 20-August 3, 2019

The FY 2018-2019 was a very busy year for our state association. Our BOD and office staff has been able to transition into a new administration, while continuing to support our members. This has not been a stress-free process; nevertheless, I have been able to provide assistance and recommendations to members of the BOD and league presidents during meetings and conference calls. I have taken the role of managing our office staff with the help of our office manager, Norma Sanchez. I made an effort to visit the office at least once a week, however, when there was a need to help with the organization of events, my visits to the office occurred more often.

CSAN continues to make every effort to promote soccer in Northern California, I believe that CSAN has the potential to increase participation across Northern California. This can only be possible with the collaboration of our members by participating in tournaments such as the State Cup, as well as collaborating with CSAN to promote league's championship games. CSAN is committed to continue to support referee clinics and state and regional workshops. I encourage league members to call the CSAN office and ask about these member's benefits.

I am fully committed to promote soccer participation across Northern California. My goal for the FY 2019-2020 is to organize and support a Women's and a Veterans State Cup. I will be reaching out to league presidents from both women's and veterans to join me on this project.

I would like to thank the CSAN BOD for their efforts and valuable contributions over the year. It makes the role of Vice President a lot more pleasant when working with such a committed team. Special thanks to Norma, Rocio and Maria, for their dedication and contributions, their support to the success to this FY was remarkable.

I look forward to continuing the upward trend of success in California Soccer Association North.

Juan Carlos Zaldaña

Executive Vice-President

California Soccer Association North



CSAN Secretary – Annual Report August 10, 2019

Jan Mullen

My primary function in my role as Secretary of the CSAN Board of Director's is to record and file accurate minutes of Board of Director's meetings and the Annual Member Meeting. I also organize and mail information for all Board of Director's meetings and the Annual Member Meeting, including notices, minutes, policy and bylaw proposals, and nominations for election of officers.

As a delegate for California Soccer Association North, I attended the 2019 United States Soccer Annual General Meeting that was held in Scottsdale from February 15 - 17, 2019. Some of the highlights from the Region IV meeting, USASA Adult Council meeting, and the National Council meeting include:

- * Mike Edwards is the new chair of the USASA National Hall of Fame Committee
- * USASA Annual General Meeting will be held in Palm Springs from September 27 - 28, 2019
- * The 2020 US Soccer Annual General Meeting will be held in Nashville, Tennessee from February 13 - 16, 2020
- * US Soccer has an Innovate to Grow Program that grants \$3 million annually to support soccer at the grassroots level. In 2018, 17 grant proposals were funded totaling \$1.2 million. State associations are encouraged to submit grant requests
- * US Soccer and UEFA have announced a new cup competition that will begin in 2020 and is to be held every two (2) years. Beginning in 2020, the UEFA Regions Cup champion will play against the USASA Amateur Cup champion
- * "Volkswagen" will be the new presenting partner of US Soccer
- * US Soccer launched a new digital app this spring
- * In an effort to increase diversity at US Soccer, there has been an increase of 34% more female employees and 25% more people of color
- * Cindy Parlow Cone was elected as Vice-President of US Soccer
- * Patty Hart was elected as an Independent Director of US Soccer and she will also serve as Chair of the first Commercial Task Force Committee
- * Alex Morgan, USWNT forward, was named Concacaf 'Player of the Year'
- * The 2019 recipient of the 'Werner Fricker Builder Award' was April Heinrichs. April played on the USWNT from 1986 - 1991. She was an assistant coach for the USWNT and then became head coach of the USWNT from 2000 - 2004

I also assisted at the State Cup regional competition in Davis July 27 – 28, 2019, and at the State Cup semifinal and final competition at Beach Chalet on August 3, 2019. Special shout out to Juan Zaldana, State Cup Chair, Norma, and Rocio, who worked tirelessly to organize, coordinate, and oversee the State Cup competition.

Congratulations to the US Women's National Team on winning the 2019 Women's World Cup in France. The USWNT has now won 4 World Cup titles and continues to fight off the field for equal pay rights. Jill Ellis has announced her resignation as head coach of the US Women's National Team. She has an overall record of 102-7-18 and is the first coach in history to win two women's world cups.

Lastly, if I am reelected as CSAN Secretary at our Annual Member Meeting on August 10, 2019, I would like to announce that it will be my last term of office.

Yours in soccer,

Jan Mullen
CSAN Secretary

CSA-N Liaison to California North

Referee Administration

Annual Report 8/10/19

As CSA-N liaison to the California North Referee Administration during the past 12 months I attended the three scheduled board meetings of CNRA, hosting two of the meetings at the CSA-N offices. I also attended several informal meetings with the SRA, Said Ravanfar and the Chairman of Cal North to discuss the various referee programs pertinent to both associations.

I also met with the SRA to discuss CNRA's continued support of our amateur leagues and the continued support of CNRA for our CSA-N state cup.

CNRA continues to be the leader in referee registration, again registering over 15,000 referees, boys and girls, men and women during the 2019 registration year. CNRA also continues to maintain a healthy financial position.

Yours truly,

Ric Olivas

CSA-N liaison to CNRA



Monterey Peninsula Soccer League
P. O. Box 8704
Monterey, CA 93943-8704

*Affiliated with California Soccer Association North,
the United States Adult Soccer Association
and the United States Soccer Federation*

July 5, 2019

Ms. Jan Mullen, Secretary
California Soccer Association North
1348 Silver Avenue
San Francisco, CA 94134

Dear Ms. Mullen,

The Monterey Peninsula Soccer League hereby nominates Mr. Juan Zaldana for Vice President and Ms. Jan Mullen for Secretary of the California Soccer Association North for the election to take place at the Annual Member Meeting on August 10, 2019.

Sincerely yours,

Thomas P. Moore
President



Golden Gate Women's Soccer League

June 22, 2019

To: CSAN

Re: CSAN VP Nomination for Juan Zaldana

The Golden Gate Women's Soccer League nominates Juan Zaldana for the position of CSAN Vice President.

He has done an excellent job as the current VP and we support his re-election at the 2019 CSAN AGM.

Thank you,

Corinne C. Moya

Coco Moya

GGWSL – CSAN Representative

GGWSL – VP Referees

CALIFORNIA SOCCER ASSOCIATION NORTH
Board of Directors' Meeting Minutes
May 18, 2019

1. Call to Order

The meeting was called to order at 11:05 AM by President Tom Moore

2. Roll Call

Members Present: Alicia Yanow, Golden Gate Women Soccer League - Member-At-Large
Javier Rodriguez, Treasurer
Tom Moore, President

By Conference Call: Gerhard Achtelik, Sacramento Adult Soccer League
Vangie Bond, Alameda County Soccer League
Marcos Yanez, San Joaquin Soccer League
Jonathan Wong, Palo Alto Adult Soccer League

Guests: Nick Ninos, San Joaquin Soccer League (Interpreter)
Steve Deny, Montana Soccer Association
Ann Deny, Montana Soccer Association
Ric Olivas, CSAN CNRA Representative
Narendra Narayan, Fiji American Sports Commission
Rose Langensiepen, Fiji American Sports Commission
Isaac Diaz, Dick's Sporting Goods and Affinity Sports
Diane Bustamante, Dick's Sporting Goods and Affinity Sports
Norma Sanchez, CSAN Office Manager
Rocio Samayoa, CSAN Office Staff

3. Pledge of Allegiance

4. Consent Calendar

A. Approval of the minutes of the March 16, 2019 Board of Directors Meeting:

Motion by Javier Rodriguez/second by Alicia Yanez to approve the minutes of the March 16, 2019 Board of Directors meeting. Passed Unanimously.

5. Action Items

A. Consider approving a resolution establishing a non-voting member category for "Independent" teams and applicable revisions to Section 2 of the CSAN Policy Manual.

President Moore emailed the Board of Directors a copy of the letter of introduction of the Fiji American Sports Commission, a non-profit organization that organizes a select team of Fiji American players that mostly participate in an invitational tournament that rotates from New Zealand to Australia to Fiji. They are interested in affiliating their team and we don't currently have any category for a single team membership. However, our Bylaws

(Section 3.1) allows for the creation of non-voting membership. What is being proposed here is a resolution that would create a non-voting membership, in accordance with our Bylaws (Section 3.1), and set fees for said non-voting membership of a single team. It also requires that any Certificates of Insurance that they request be provided by us directly to the owner of the field so that we maintain good control over the use said certificates by the individual team. What is being proposed is a \$120 annual fee which is \$20 higher than what we charge teams in a league. The reason for that increase is due to the fact that they would not be paying a league fee. The registration of players would be the same as any other players from affiliated leagues.

There was some discussion about the potential issues that may surface under different scenarios such as affiliated team under this proposed change playing against non-affiliated teams and the players' insurance not being valid at that point. There was agreement that we need to ensure they understand the limitations of insurance coverage when playing against non-affiliated teams.

11:28 AM Narendra Narayan and Rose Langensiepen from the Fiji American Sports Commission arrived at the meeting and provided more specific information about their organization and how they participate in soccer tournaments.

Motion by Javier Rodriguez / second by Alicia Yanow to approve the resolution establishing a non-voting member category for "independent" teams and applicable revisions to Section 2 of the CSAN Policy Manual. The vote was taken and it was passed unanimously.

- B. Consider revising the method of distributing requested certificate of insurance.

This proposal would change the way we distribute the requested certificates of insurance by member leagues so that instead of providing the certificates to the leagues, we would distribute them directly to the owners of the fields. This would give us the opportunity to ensure that they are aware of the circumstances under which our insurance actually applies.

Gerhart Achtelik, of the SASL requested to be notified when the distribution of the certificate of insurance was delivered and CSAN staff agreed to do it.

Motion by Javier Rodriguez / second by Tom Moore to approve the revised method of distributing requested certificate of insurance and provide them directly from CSAN to the owners of the fields with a one page memo informing them about the circumstances under which the certificate is applicable, what a player pass looks like, what an Affinity roster looks like and our contact information. The vote was taken and it was passed unanimously.

- C. Consider approving a \$100 per month stipend for the CSAN Vice President.

This agenda item was not considered because Vice President Juan Zaldana was not present to address it.

- D. Consider approving Section 5 of the CSAN Policy Manual

President Tom Moore indicated that the policies included in this section of the Policy Manual include actual requirements of the US Soccer Federation and that the wording was essentially taken from the US Soccer Federation Policy Manual and Bylaws.

There were some questions and discussion about how we can enforce Section 5.7 that requires ensuring a safe environment for member leagues, teams, and players, and calls for the prevention of abusive conduct of any form. President Tom Moore indicated that the US Soccer Federation does not require us to enforce this policy, but it requires us to have the policy in place.

Motion by Javier Rodriguez / second by Tom Moore to approve Section 5 of the proposed CSAN Policy Manual and amend Section 5.7 E, 1 to include the following sentence *“Goals with weighted rear bar qualify as being appropriately weighted”*. The vote was taken and it was passed unanimously.

E. Consider approving Section 11 of CSAN Policy Manual

This is also a US Soccer Federation Policy that we will implement at CSAN addressing prohibited conduct that applies to all officers, directors, employees, and members of CSAN. This policy also applies to conduct by any subcontractor, supplier, customer, or third party and their employees in their dealings with CSAN employees.

Motion by Javier Rodriguez / second by Tom Moore to approve Section 11, Prohibited Conduct Policy as presented with the following modification. Remove the word *“work”* from the first line of Section 11.2, Basic Policy. The vote was taken and it passed unanimously.

Affinity Briefing

At this time there was a deviation from the agenda to hear a briefing from Dick's Sporting Goods and Affinity Sports staff on the latest modifications being made to the Affinity software CSAN uses to register players. Isaac Diaz, Technical Account Manager from Dicks Sporting Goods and Affinity Sports lead the briefing. He provided an overview of the system and answered questions from all attendees. He indicated that we may not yet be utilizing all the features the system offers, but wants to ensure that we know all the different options available. At Dicks Sports HQ, a division of Dicks Sporting Goods, they are comprised of Affinity Sports and Blue Sombrero in Atlanta. They have been in the sports business for 17 years. Affinity Sports Version 2.0 has a new login page that includes a static image that can be used for special events like the State Cup currently being organized at CSAN. It gives the ability to put a flyer or an image promoting the event. Many associations use it to advertise fan wear. These recent modifications to the software were made to modernize it and make it more user friendly. Isaac went over the various features of the software that were modified and how they can be utilized. At this time this version of the software is being offered to the state associations on a 90 day trial bases. Discussions are currently taking place to determine whether it will be offered to the leagues and what the price would be.

F. Consider final approval of Section 1 of the CSAN Policy Manual as presented

This section of the policy manual contains the procedures for directors and officers of CSAN. President Tom Moore went over Section 1.6 of the proposed policy to clarify that these are legal principals that are not only memorialized in state law, but are commonly used as acceptable principals widely used by non profit organizations across the country. There was some discussion about Section 1.29 A, which will require the office administrator to provide the Board of Directors the register of checks issued and electronic payments made by CSAN for each quarter of the year.

Motion by Javier Rodriguez / second by Alicia Yanow to approve Section 1 of the CSAN Policy Manual as presented. The vote was taken and it was passed unanimously.

6. Officer, Staff and Committee Reports

A. Treasurer's Report

Treasurer Javier Rodriguez presented a financial report and indicated that as promised last meeting, today he is presenting a Profit and Loss report that compares the current year's income and expenditures with last years at the same time. He pointed out some areas of the report that he though were significant when comparing the two years. He directed attention to line item 4100 of the report that represents income generated by player registrations because it is down by 28.5 percent. Treasurer Rodriguez pointed out other line items in the income section of the report that also reflect a reduction due to a variety of factors. He indicated that the total income for the year is down by 52.4 percent which translates into a reduction of approximately \$216,000. However, this is just a picture in time that because of the timing of events not being the same, it may not reflect a true comparison of where we are financially speaking. Never the less, it is important that we make a note so that we know where we are at the moment.

Additionally, it was discussed that league fees as an example are normally paid at the AGM which is normally in August and would therefore not be reflected in this period of time. On the expenditure side we do not reflect a significant variation and in fact, even though we have had significant expenditures associated with office renovations and other things, the total expenditures are actually down by approximately \$15,000.

Ric Olivas indicated that we need to ensure that we continue to recruit leagues. Otherwise as we loose leagues teams and players, our income will continue to go down.

Norma Sanchez, CSAN Office Manager, responding to a question by President Tom Moore, indicated that player registration income is down because we have lost leagues like Liga Cristiana which had a large number of players. Additionally, many of the other member leagues continue to lose teams and players.

Treasurer Javier Rodriguez indicated that we are not unique in this situation and that based on what it is being discussed at the regional and national level, everybody appears to be complaining about the same thing.

B. State Cup Committee Report

Alicia Yanow reported that the State Cup will be set up on Affinity and that we have one team signed up and paid for and many other teams that have voiced interest. The fields

have been reserved. Ric Olivas voiced concerns about not being able to determine the number of teams participating in advance to facilitate the number of referees that will be needed for the event. There was also a discussion about using Hummel balls in all State Cup games because according to Ric Olivas, Hummel had agreed to provide all the balls for the this tournament. Javier Rodriguez indicated that based on our last communication with Hummel representatives approximately three weeks ago, Hummel indicated that we do not have any agreement in place and that everything previously discussed were just ideas and/or suggestions for further negotiations.

- C. Report from the U.S. Soccer Federation April 6 member meeting in Frisco TX was provided in writing by President Tom Moore.
- D. Player and team registration report provided by Norma Sanchez, CSAN Office Manager.

Norma indicated that the activity in the office is down at this time and that allowing leagues to do their own player releases online has reduced the number of calls received. The San Joaquin league is getting ready to generate some work, but as a result of the slow down of activity in the office she may be suggesting to close the office on Saturdays. President Tom Moore suggested the possibility of utilizing Affinity functionality to report regularly under this agenda item the number of players registered by month and the running total for the year to identify potential patterns is specific leagues and other similar data.

- E. Report on the progress of the financial audit

Treasurer Javier Rodriguez reported that the contract with the Pun Group to conduct the audit for the 2018 Fiscal Year was signed and we are currently waiting for them to tell us when they will begin the audit and provide us a schedule of activities associated with the audit.

7. Good of the game

- A. Correspondence received by Officers, Directors, and Staff

Norma Sanchez reported that she has received inquiries about whether we will be receiving comp tickets for upcoming international games in the area. There was a discussion about whether we should be purchasing tickets to distribute among affiliated leagues. President Moore instructed the CSAN Office Manager to find out who is interested in tickets and the price of the tickets for future consideration.

- B. Informational Items

1. USWNT game "Fan Zone" booth at Levi Stadium on May 12, 2019

President Moore indicated that there was significant activity at the booth the day of the game and that there were several league representatives inquiring about affiliation with CSAN.

2. Planing for 30 second CSAN video

President Moore indicated that the CSAN video was played twice during the game and that we will likely have the opportunity to show the video in future games and possibly make modifications to include affiliated leagues logos or other changes.

3. Safe sport training

Nothing to report

C. Director's Comments

Ric Olivas asked that we consider providing a certificate of appreciation or some kind of recognition to individuals formerly involved in CSAN when they pass away. Without objection it was agreed that we should do something to recognize their service at CSAN and Mr. Olivas to let us know when those situations occur.

D. Board members request for future agenda items.

The date of the CSAN AGM was discussed and the following Director's Meeting in September where the proposed budget for the 2020 Fiscal Year will be presented, but there was no decision made at this time.

8. Adjournment

The meeting was adjourned at 2:14 P.M.

Substituting for the CSAN Executive Secretary Jan Mullen, the minutes of this meeting were taken by Javier Rodriguez, CSAN Treasurer.



Ms. Jan Mullen <jmullen@siprep.org>

GGWSL Annual Anne Wagner 2019 Tournament

1 message

Coco Moya <cocomoya12@gmail.com>

Wed, Jul 31, 2019 at 9:46 PM

To: "Ms. Jan Mullen" <jmullen@siprep.org>, Csan Office <office@csan.net>, CSAN President <president@csan.net>

Cc: Alicia Yanow <alicia-soccer@outlook.com>, Angela Bailey <president@ggwsf.org>

To:

California Soccer Association North

Attn: CSA-N Executive Secretary

1346 Silver Avenue San Francisco, CA 94134

RE: Permission to host the GGWSL Annual Anne Wagner 2019 Tournament

The members of the Golden Gate Women's Soccer League request permission to host our annual Anne Wagner Tournament to be held on Saturday August 24, 2019 at Beach Chalet Soccer Complex, SF, CA.

All teams participating will be affiliated members of USSF, USASA and CSA-N ☒ Yes ☐ No

We will be inviting unaffiliated teams and players to participate in the tournament: ☒ Yes ☐ No

All unaffiliated players will be registered on the approved USASA 3 day tournament player registration form prior to be allowed to participate.

Yours truly,

Corinne Moya
GGWSL



Founded in 1902

**Annual General Meeting
11:40 am, August 10, 2019
Español Italian Restaurant
5723 Folsom Boulevard
Sacramento, CA 95819**

DRAFT Goals for Fiscal Year 2019/2020

Office Facility

- Replace the point of sale (POS) system with an easier to use and less expensive POS system.
- Improve the office Wi-Fi system so that there is reliable service in the conference room.
- Finish collecting and put up in the conference room photos and names of the members of the Board of Directors.
- Begin digitizing and improving the physical storage of CSAN's historic photos, documents and records.

Registration Improvements

- Consider reducing player registration fees by \$2 or \$3 for players who do their own online player pass purchase (when it requires no intervention from CSAN staff other than printing and issuing the player pass).
- Continue to insist that Affinity improve its password security rules.
- Continue to ask Affinity to make the graphical user interface (GUI) for player self-registration more intuitive.
- Research the capabilities of alternate player registration software.

2019 CSAN State Cup Competitions

- Convene the CSAN State Cup Committee in January and begin planning well in advance of the dates of the competition.
- Plan a successful CSAN Women's State Cup Competition.
- Make the following improvements to the 2020 State Cup Competitions:
 - Have blank PAI claim forms available on game days in case of accidental injuries.
 - Consider developing some type of recognition for the best referee team(s).
 - Send out press releases to local newspapers and media outlets in advance.
 - Own and bring set of pennies in case a team forgets to have any for their bench personnel.
 - Obtain good quality video clips from the State Cup Competition for use in future marketing.

Marketing

- Research and consider the possibility of establishing a Bay Area Walk Soccer league directly owned and managed by CSAN.

- Post photos from the 2019 CSAN State Cup to the CSAN website and social media accounts.
- Consider changing the provider of web hosting services for csan.net.
- Further update applicable content on csan.net.
- Provide advertising booths for the Fan Zones of any future US National Team games in Northern California.
- Manage the distribution of any complimentary tickets we can obtain to games in Northern California involving the San Jose Earthquakes, other lower division professional teams and US National teams.
- Affiliate 1-2 more adult leagues and at least one more women's league.

Financial Management

- Provide copies of the external audit to and discuss it with the Board of Directors when it is completed.
- Make policy and/or procedural changes that arise from the external audit.

CSAN Governance

- Start planning CSAN AGM in January and re-establish the Hall of Fame celebration.
- Finish drafting and approving Sections 6 – 10 and 12 of the CSAN Policy Manual.
- Participate in more meetings of the Board of Directors of the California Youth Soccer Association.

Training

- Develop the curriculum and teaching materials for a clinic on the concussion protocol, the Safe Sport Act and the recent changes in the IFAB Laws of the Game.
- Test out these teaching materials in at least one league.
- Develop incentives for team managers, coaches and league leaders to attend this training.
- Seek grant funding for this curriculum development and training from local hospitals and health care networks.

California North Referee Administration Activities

- Continue participating in the meetings of the Board of Directors of California North Referee Administration.
- Coordinate with CNRA to provide referees for the CSAN State Cup Competition.

U.S. Adult Soccer Association and U.S. Soccer Federation Activities

- Send delegates to the US Soccer Federation Annual General Meeting and National Council Meeting and advocate for more open governance at the Federation level.
- Send delegates to the U.S. Adult Soccer Association Annual General Meeting and National Council and Adult Council meetings.
- Participate in the 2020 USASA Region 4 Workshops in Phoenix.

CSAN Financial Reports Provided by Treasurer Javier Rodriguez, at the Annual General Meeting - August 10, 2019

Profit & Loss

Enclosed please find a Profit & Loss report for the 2018 Fiscal Year reflecting all the income and expenditures as of July 26, 2019 when it was generated. The 2018 FY began on September 1, 2018 and will be completed on August 31, 2019. This report reflects total gross income of \$292,338.95 and Total expenditures for the same period of time of \$324,706.02. As a result, the report reflects a deficit of \$32,367.07. This report does not include all income and expenditures for the entire 2018 FY. The Profit & Loss Report for the complete 2018 FY will be presented in our mid September 2019 Board of Directors Meeting when we will consider approving a proposed budget for the 2019 FY. At that time I will also be presenting a comparison of the 2018 FY Approved Budget with actual income and expenditures for that year and will be the basis for the preparation of the Proposed Budget for the 2019 FY.

Balance Sheet

Enclosed you will also find the Balance Sheet as of July 26, 2019 when the report was generated. This Balance Sheet reflects total assets in the amount of \$1,077,668.57 and total liabilities in the amount of \$3,155.91 as a result the total equity to date is reflected as \$1,074,512.66. This Balance Sheet also reflects the \$32,367.07 deficit of the 2018 FY reflected in the Profit & Loss (above). However, as previously indicated, this deficit amount is as of the date of this report and will likely change in the final report for the 2018 FY.

Expense Breakdown

Enclosed please also find a pie chart breaking down the expenditures by the most significant categories. This is somewhat significant because it allows us to see how we spend the income generated. For example, this fiscal year we have spent \$150,257 on the operation of our office which includes staff salaries and benefits, taxes, maintenance, etc. and it is approximately 46 percent of the total expenditures. The other significant expenditure category is player registration in the amount of \$105,332. Most of the player registration income is passed through money that goes to USASA and for players insurance. As a result, player registration expenditures thus far are approximately 32 percent of the total.

Previous Year Income Comparison

I have also included a bar chart that captures a comparison of the income we have generated the last 6 fiscal years. It is important because it provides a picture of how the income has fluctuated over this period of time and could be useful in determining the reasons for that fluctuation. For example, last fiscal year we generated income of \$489,508 and this fiscal year to date we have generated \$292,339. Although this report does not include the last month and a half of the current fiscal year, it appears that we may not reach the same level of income as

last fiscal year. One significant source of revenue for CSAN is the money we receive from USSF for the international games that take place in our territory during the year. This international game money fluctuates and therefore is directly connected to the income generated in a particular year.

Previous Year Expense Comparison

This previous year expense comparison captures the level of expenditures during the last 6 fiscal years and, as in the income side, it compares the level of expenditures over that period of time. One of the things to keep in mind when looking at this chart is that a significant portion of the income received by CSAN is from the registration of players and when that number goes down, the expenses associated with players registration should also go down accordingly.

12:49 PM

California Soccer Association North, Inc.

07/26/19

Profit & Loss

Accrual Basis

September 1, 2018 through July 26, 2019

	Sep 1, '18 - Jul 26, 19
Ordinary Income/Expense	
Income	
4100 · Player Registrations	
4101 · Registration/player	93,186.00
4102 · Releases/player	3,490.00
4103 · New Card player	522.00
4105 · Insurance/player	62,737.50
4107 · Transfers	3,390.00
4108 · Additional Insurance	19,739.50
4100 · Player Registrations - Other	2,346.00
Total 4100 · Player Registrations	185,411.00
4200 · Team Registrations	
4201 · Annual Team Fees	14,520.00
4204 · New Team Fees	524.00
Total 4200 · Team Registrations	15,044.00
4300 · League Registrations	
4301 · League Affiliation Fee	200.00
4300 · League Registrations - Other	200.00
Total 4300 · League Registrations	400.00
4400 · International Game Income	79,904.12
4500 · Cups	
4510 · Men's State Cup	6,616.19
Total 4500 · Cups	6,616.19
4618 · CC Service Fee	405.38
4710 · AGM/Hall of Fame	-1,246.70
4711 · USASA/Region IV	210.00
4720 · Appeals/Fines	
4721 · Appeal fees	300.00
Total 4720 · Appeals/Fines	300.00
4800 · CSAN Sponsorship	
4804 · Sponsorship ComCast	3,000.00
Total 4800 · CSAN Sponsorship	3,000.00
4900 · BAD CHECK PENALTY	546.00
4999 · Miscellaneous Income	1,748.96
Total Income	292,338.95
Gross Profit	292,338.95
Expense	
50000 · STATE OFFICE	
50002 · Salaries/Wages	78,768.08
50003 · Employee Benefits	14,398.32
50004 · Payroll Taxes	7,921.00
50005 · Contract Labor	9,800.00
50006 · Hotels/Meals	580.83
50007 · Travel	22.44
50008 · Supplies	3,234.59
50009 · Postage/Shipping	599.91
50010 · Telephone/Fax	4,451.44
50012 · Equipment Lease	4,924.85
50013 · Equipment Purchase	1,373.55
50014 · Legal	3,100.00
50015 · Internet/Web Site	231.73
50016 · Insurance	809.60

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Accrual Basis

California Soccer Association North, Inc.
Profit & Loss
September 1, 2018 through July 26, 2019

	Sep 1, '18 - Jul 26, 19
50017 · Payroll Processing Fees	1,940.00
50018 · Utilities	6,437.37
50019 · Taxes	
50019.1 · State Taxes	10.00
50019.2 · Other Taxes	495.00
50019 · Taxes - Other	403.75
Total 50019 · Taxes	908.75
50020 · USASA/USSF Fees	2,176.20
50024 · Promos/Awards	537.97
50025 · Bank Service Charges	
50025.1 · NSF Fees	610.00
50025.2 · Merchant Service Fees	2,819.98
50025.3 · Other Bank Service Charges	500.00
50025 · Bank Service Charges - Other	102.93
Total 50025 · Bank Service Charges	4,032.91
50026 · Online Reg - Fees	1,849.80
50028 · Office Janitorial Service	1,920.00
50030 · Other	233.00
50000 · STATE OFFICE - Other	4.89
Total 50000 · STATE OFFICE	150,257.23
50100 · PROPERTY	
50116 · Insurance	2,479.00
50119 · Taxes	5,857.51
50128 · Maintenance	8,804.69
Total 50100 · PROPERTY	17,141.20
51100 · EXECUTIVE PRESIDENT	
51107 · Travel	115.54
51110 · Telephone/Fax	1,435.86
51130 · Other	153.09
Total 51100 · EXECUTIVE PRESIDENT	1,704.49
51200 · EXECUTIVE VICE PRESIDENT	
51207 · Travel	464.13
51231 · Meals	234.27
Total 51200 · EXECUTIVE VICE PRESIDENT	698.40
51300 · COMMITTEE FOR GAME PROMOTION	
51307 · Travel	93.90
51324 · Promo/Awards	3,000.00
Total 51300 · COMMITTEE FOR GAME PROMOTION	3,093.90
51600 · TREASURER	
51607 · Travel	161.50
Total 51600 · TREASURER	161.50
51900 · COMMITTEE FOR GAME OFFICIALS	
51931 · Meals	144.76
Total 51900 · COMMITTEE FOR GAME OFFICIALS	144.76
52100 · CSAN MEETINGS	
52106 · Hotels	467.59
52108 · Supplies	782.40
52130 · Other	632.41
52131 · Meals	2,867.15
52100 · CSAN MEETINGS - Other	-14.63
Total 52100 · CSAN MEETINGS	4,734.92

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Accrual Basis

California Soccer Association North, Inc.
Profit & Loss
September 1, 2018 through July 26, 2019

	Sep 1, '18 - Jul 26, 19
52300 · CYSA Liason	
52331 · Meals	35.91
Total 52300 · CYSA Liason	35.91
53200 · REGIONAL MEETINGS	
53206 · Hotels	1,962.06
53207 · Travel	5,320.36
53231 · Meals	772.22
Total 53200 · REGIONAL MEETINGS	8,054.64
53300 · USSF/USASA MEETINGS	
53306 · Hotels	6,271.81
53307 · Travel	4,108.40
53320 · National Fees	300.00
53330 · Other	-1,912.50
53331 · Meals	1,389.23
53300 · USSF/USASA MEETINGS - Other	52.69
Total 53300 · USSF/USASA MEETINGS	10,209.63
54200 · PLAYER REGISTRATION	
54208 · Supplies	4,213.02
54215 · Player reg	69,961.50
54216 · Player Insurance	31,157.05
Total 54200 · PLAYER REGISTRATION	105,331.57
56200 · MEN'S AMATEUR CUP	
56231 · Meals	175.33
Total 56200 · MEN'S AMATEUR CUP	175.33
56500 · MEN'S STATE CUP	
56505 · Contract Labor	1,800.00
56507 · Travel	93.98
56508 · Supplies	996.61
56524 · Promo/Awards	2,220.49
56530 · Other	11,268.00
56531 · Meals	1,592.69
56500 · MEN'S STATE CUP - Other	400.00
Total 56500 · MEN'S STATE CUP	18,371.77
57500 · DISCIPLINARY COMMITTEE	
57531 · Meals	14.30
Total 57500 · DISCIPLINARY COMMITTEE	14.30
57600 · RULES & REVISIONS	
57631 · Meals	34.50
Total 57600 · RULES & REVISIONS	34.50
58300 · Annual General Meeting	
58306 · Hotel	203.23
58307 · Travel	41.80
Total 58300 · Annual General Meeting	245.03

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California Soccer Association North, Inc.

07/26/19

Profit & Loss

Accrual Basis

September 1, 2018 through July 26, 2019

	Sep 1, '18 - Jul 26, 19
60500 · LEAGUE RECRUITMENT	
60507 · Travel	40.00
60524 · Promo/Award	3,976.20
60531 · Meals	280.74
Total 60500 · LEAGUE RECRUITMENT	4,296.94
Total Expense	324,706.02
Net Ordinary Income	-32,367.07
Net Income	-32,367.07

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07/26/19

Accrual Basis

California Soccer Association North, Inc.

Balance Sheet

As of July 26, 2019

	Jul 26, 19
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking	54,983.51
1010 · Savings #1	176,247.39
1020 · Savings #2	17,398.32
1030 · Certificate Of Deposit	529,112.48
1101 · Petty Cash	600.00
Total Checking/Savings	778,341.70
Total Current Assets	778,341.70
Fixed Assets	
1500 · Land - Net	
1501 · Land - Office	112,500.00
Total 1500 · Land - Net	112,500.00
1510 · Building - Net	
1511 · Building - Office	161,250.00
1519 · Building - Accum Dep	-161,250.00
Total 1510 · Building - Net	0.00
1520 · Building Improvements - Net	
1521 · Building Improvements - Office	284,861.09
1529 · Bldg Improvements - Accum Dep	-98,533.09
Total 1520 · Building Improvements - Net	186,328.00
1530 · Furniture & Equipment - Net	
1531 · Furniture & Equipment	62,481.08
1539 · Furniture & Equipment - Acc Dep	-61,982.21
Total 1530 · Furniture & Equipment - Net	498.87
Total Fixed Assets	299,326.87
TOTAL ASSETS	1,077,668.57
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2200 · Master Card	
2201 · President	684.99
2200 · Master Card - Other	-2,129.08
Total 2200 · Master Card	-1,444.09
Total Credit Cards	-1,444.09
Other Current Liabilities	
2100 · Unearned Income	
2110 · Performance Bonds	4,600.00
Total 2100 · Unearned Income	4,600.00
Total Other Current Liabilities	4,600.00
Total Current Liabilities	3,155.91
Total Liabilities	3,155.91

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07/26/19

Accrual Basis

California Soccer Association North, Inc.

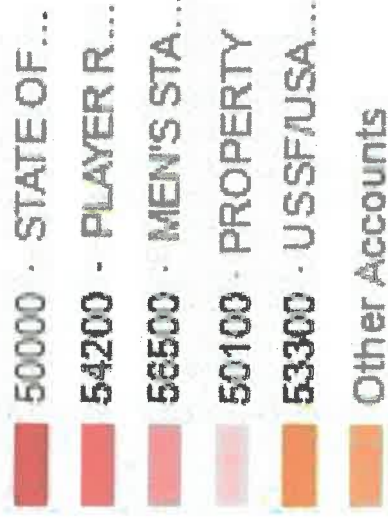
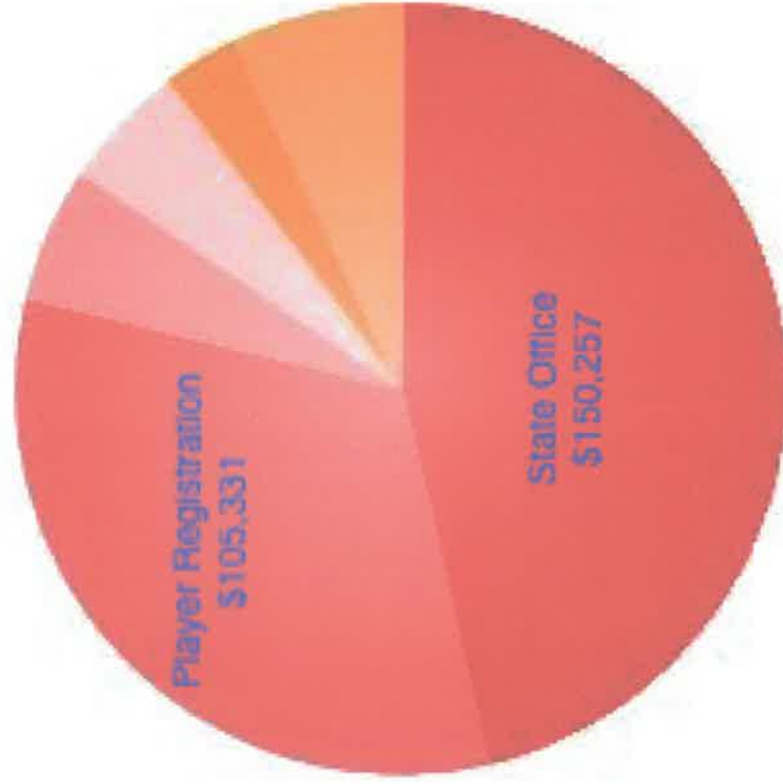
Balance Sheet

As of July 26, 2019

	<u>Jul 26, 19</u>
Equity	
3900 - Retained Earnings	1,106,879.73
Net Income	<u>-32,367.07</u>
Total Equity	<u>1,074,512.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,077,668.57</u></u>

Expense Breakdown

This year-to-date ▼



Total: \$324,706.02

Prev Year Income Comparison

All



Yearly



\$ in 1000s



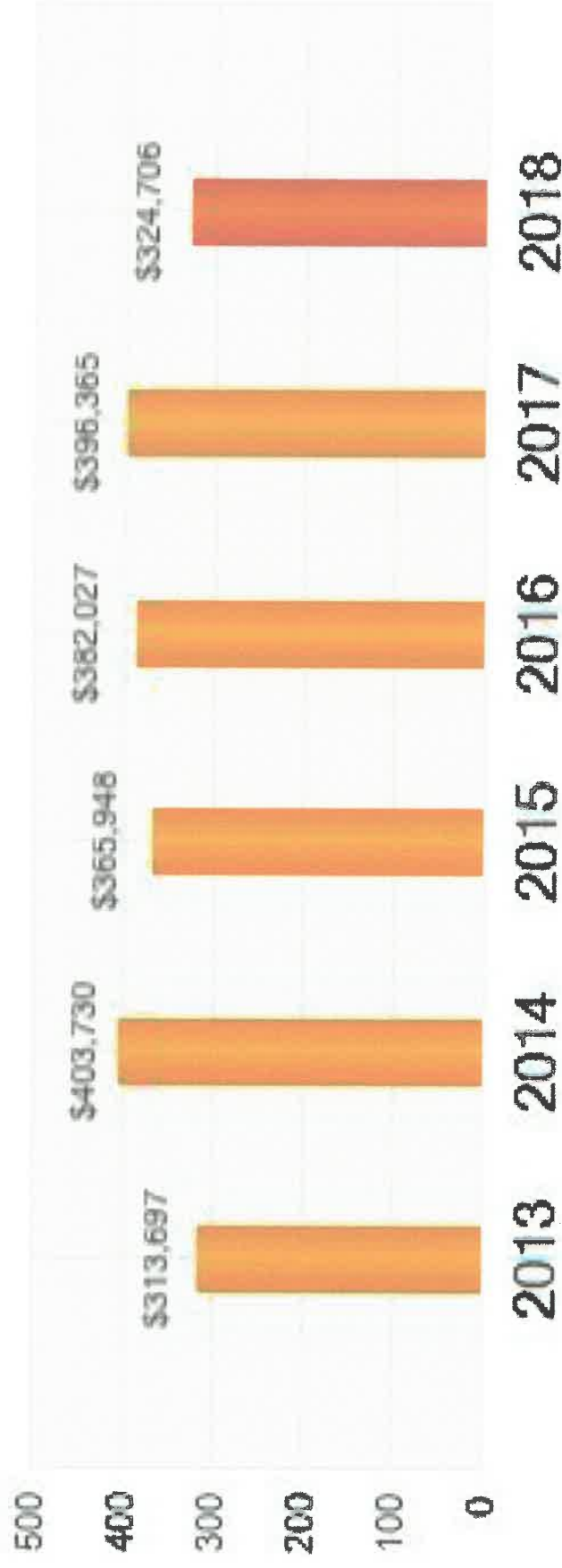
Prev Year Expense Comparison

All



Yearly

\$ in 1000s



Prior Year(s)

Current Year

CSAN Financial Audit Report Provided by Treasurer Javier Rodriguez, at the Annual General Meeting - August 10, 2019

In the Fall of 2018 we contacted the Pun Group Accounting Firm to inquire about a potential financial audit of CSAN. After a series of communications with their representatives, on April 16, 2019, they provided us a bid outlining the scope of work and the cost involved. Their proposal was basically to conduct a financial audit of the fiscal year ending on August 31, 2018 at a cost of \$15,000. The Pun Group would audit the financial statements which comprise of the financial position, related statements of activities, functional expenses and cash flow for that period of time and related notes to the financial statements. The objective of the audit was to provide an opinion about whether our financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principals and to be conducted in accordance with auditing standards generally accepted in the United States of America.

The Pun Group proposal was presented and discussed at the Board of Directors Meeting of March 16, 2019. At that meeting the Board of Directors directed CSAN Officers to proceed with the audit as proposed. On April 3, 2019 CSAN officers met with representatives of the Pun Group via video conference to discuss their proposal. The Pun Group agreed to develop an audit plan and to provide a letter of engagement that would serve as a contract. Subsequently, the letter of engagement was executed by President Tom Moore and the audit began the week June 17, 2019 when Mr. Albert Sutrisno came into the CSAN office in San Francisco. Since that date Treasurer Javier Rodriguez and Office Manager Norma Sanchez have been working with the auditors to provide all relevant documentation. Finding all the documents requested by the auditors has been a big challenge and due to the lack of documentation the audit is experiencing delays.

Bellow is a list of some of the documents requested by the auditors:

- Revenues report with budget vs actual comparison in FY 2017-18
- Policies and procedures applicable for FY 2017-18 for Finance Department, Human Resources, and Risk Management.
- Current Organizational Chart for the organization and the Finance Department.
- Copy of the IT policy applicable for FY 2017-18.
- Board of Directors minutes from September 2017 to most recent.
- Conflict of Interest Code adopted during FY 2017-18.
- YTD expenditure report for all attorneys/law firms the organization paid during FY 2017-18.
- List of all active vendors with name and address.
- Trial Balance to financial statement mapping file.
- Resolution for adopting the FY 2017-18 Budget and Mid-Year Budget Amendments for the same period of time.
- Annually adopted investment policy for FY 2017-18
- Copy of the adopted purchasing policy for FY 2017-18



Memorandum

July 31 2019

To: CSAN Board of Directors
From: Chris Elliott - State Registrar - CNRA

The 2019 Registration window for referees is still open and we are accepting Late 2019 registrations through Oct 31, 2019. The 2020 Registration window will open on Sept 3, 2019 and run through June 30th 2020. We are awaiting the release of a US Soccer Learning Center, which will centralize referee registrations, however it will need to go through a series of reviews prior to being implemented by CNRA. As of now, it is still awaiting approval.

We ended the 2018 registration year on a positive note, as we achieved the highest number of registered officials since 2009. We also had the highest number of new referees since 2006, and we can attribute a lot of that to the work done with the Entry Level Referee course and curriculum. Below is a breakdown of the 2018 numbers vs the 2017 numbers. Currently for 2019, we are sitting at 12,550 which is about 300 short of where we were last year. Our goal for 2020 registration is to break the 13,000 referee mark, which has only been done one time in 2009.

2017 Final Statistics

New Referees - 5,082
Returning Referees - 7,297
Total Referees - 12,379

2018 Final Statistics

New Referees - 5,302
Returning Referees - 7,517
Total Referees - 12,819

Difference 2018 vs 2017

New Referees - +220
Returning Referee - +220
Total - +440

2019 Current Statistics - Through 7/31/19

New Referees - 5,100
Returning Referees - 7,450
Total Referees - 12,550

Difference 2019 vs 2018 ***2019 Registration still open

New Referees - -202
Returning Referee - -67
Total - -269

SYRA REPORT 2019

TO: SAID RAVANFAR, SRA

FROM: STEVE LARSEN SYRA

SUBJECT: ANNUAL REPORT

2019 In general has been a good year on the Youth side of the referee organization. Cal North leagues sponsored over 120 courses with approximately 2500 new referees and Nor Cal sponsored 30 courses with over a 1,000 new referees. We continue to be able to recruit new referees at about the same rate as the attrition rate. We still need to do better so we get in a plus column with the number of officials to cover the expanding youth and adult game.

In January, we sent 10 officials to the ODP Regional event, held in Phoenix AZ. We had an extremely good showing with 9 of the 10 getting assignments for the Finals. In June we sent 23 referees and 4 referee coaches to the Far West Regional event in Boise Idaho. We had a fair showing with one of our officials making it all the way to the National event in Nashville TN. We also sent 40 officials the Development Academy Showcase event held in Southern California. I want to thank CNRA from all of us Referees and Coaches for your financial support. It would not have happened without the ongoing and tremendous support you have given.

We are on track for a great year. I am sure the Director of Referee Development will give his report also. However, referee development through webinars, training sessions and league in-service clinics has lead to a better caliber of referee out there doing the games week in and week out. Our investment is starting to show dividends. We need to continue to invest in this area of officiating at an even greater level. The pace of the game has moved forward leaps and bounds and we are only in the "leaps" area. The game needs us to be at the "bounds" level.

We at the Youth level have moved ahead in the area of development by having clinics and referee coaches at all of the 6 State Tournament events to help coach the officials who are there to get insights into improving their skill set. This has been a tremendous success. Referees do want to improve and come back to events that do offer training. Let's expand this to all tournaments going forward.

Referee abuse continues to be a challenge for all of us. We are seeing a large, estimated to 30% of our Senior referees leave the game due to being abused by both spectators as well coaches and players. We all need to be proactive in this area and stamp this behavior out altogether. Please join me in committing our time and resources to eliminating referee abuse I know this will lead to less turn over in the officiating ranks especially in our seasoned officials.

Respectively Submitted

Steve



Memorandum

August 1, 2019

To: CNRA Board of Directors
From: Jamie Padilla, Marketing Coordinator

The following represents a summary of marketing activity over the past year:

Email Marketing

Constant Contact is now used for email communication instead of Game Officials, which created messages that were difficult to differentiate and make interesting, so they often went unread. This new system allows for segmentation to better address specific groups, and for tracking to ensure information is being received and read by as many people as possible.

Announcements

All major announcements from registration information to updated assessment fees to the new Laws of the Game are communicated via email. Open rates range from 50%-70%.

Registration

Emails are the main reminders for referees, instructors, assessors, and assignors to recertify every year. Reminders are sent out at the beginning of the Fall and Spring seasons, then on an increasing basis in the few months ahead of the final registration deadline. Open rates average 30% among unregistered referees

Continuing Education

All webinars are announced via emails targeted to specific groups. Entry Level/Grassroots group webinar announcements have grown from an average open rate of 35% to an average open rate of 40% since July 2018. State group webinar announcements have remained steady at an average open rate of 62% over the last year.

Social Media

Facebook

This is the main source of social media communication and another option for people to communicate with CNRA. Posts include major announcements, new information, professional assignments, feature stories, and course announcements. The page recently achieved 1,000 followers and continues to grow on a weekly basis.

YouTube

Recordings of webinars will soon be posted to the YouTube page for those who were not able to attend the webinar or for a refresher. The most recent webinars covered the new 19/20 Laws of the Game.

Website

The website was completely reorganized to reflect the needs of the four key constituents and make it easier for people to find out how to become a referee and reregister. It's now easier for users to navigate and find the exact information they're looking for. Updates will continue to be made on an ongoing basis as information changes and needs to be communicated.

Upcoming Communication

U.S. Soccer Learning Center

2020 Registration Requirements

Regularly Scheduled Webinar Invitations

Regularly Scheduled 2019 Registration Reminders