



**Board of Directors Meeting
11:00 am, June 6, 2020
1346 Silver Avenue
San Francisco, CA 94134
Via Zoom Video Teleconference**

AGENDA

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1. Call to Order
2. Roll Call
3. Consent Calendar
 - A. Consider approval of the minutes of the April 18, 2020 meeting of the Board of Directors
4. Officer, Staff and Committee Reports
 - A. President's Report
 - 1) Report on International games payment status
 - 2) Report on Safe Sport and background check requirements
 - 3) Proposed Director's biographies project
 - B. Vice President's Report
 - 1) Report on office changes and new protocols in response to COVID-19
 - C. Treasurer's Report (Rodriguez) and financial implications of COVID-19
5. Action Items
 - A. Consider final arrangements for 2020 CSAN Annual General Meeting
 - B. Consider how to handle registration payments received from new and re-registering players in the first quarter of 2020 and requests for financial support from leagues
 - C. Consider proposed incorporation template project
6. Information Items
 - A. US Soccer Play On program
 - B. Annual conflict of interest disclosure statements
 - C. How to get free conference calling
7. Good of the Game
 - A. Correspondence received by Officers, Directors and/or Staff
 - B. Director's Comments
 - C. Director's Requests for future agenda items
8. Adjournment



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Zoom Meeting Connection Info

Tom Moore is inviting you to a scheduled Zoom meeting. This information was also emailed to you on May 30, 2020 at 1:35 PM.

Topic: June 6, 2020 CSAN Board Meeting

Time: Jun 6, 2020 11:00 AM Pacific Time

Join Zoom Meeting

<https://us02web.zoom.us/j/89921737461?pwd=R1cxRWtGQjRTeWcrMGZOQm5KSkI1dz09>

Meeting ID: 899 2173 7461

Password: 957150

To join by telephone only (audio only):

+1 669 900 9128 US (San Jose)

Meeting ID: 899 2173 7461

Password: 957150

If you join by telephone only, here are the button sequences for the two important commands:

To mute or unmute your telephone: *6

To raise or unraise your "hand" (to ask to speak): *9

Find your local number: <https://us02web.zoom.us/u/kbRN0jOrmd>

One tap mobile:

+16699009128,,89921737461#,,1#,957150# (San Jose)



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Zoom Meeting Protocols

Please observe the following protocols during Zoom meetings of the Board of Directors. This will help insure that the meeting goes as smoothly and quickly as possible.

- Please keep your microphone muted when you are not speaking – this prevents background noise from interrupting other speakers during their turn.
- If you are doing Zoom with a laptop or desktop PC and are muted, a quick temporary way to unmute is to hold down the space bar on the keyboard.
- If you are calling in audio only by telephone, *6 will mute and unmute you.
- When you wish to speak on an issue, please use the “Raise Hand” feature on your screen. (If calling in by telephone, use *9 to raise or unraise your hand.) The president will call on you to speak in the order in which you have raised your hand according to Zoom.
- After you speak, please remember to put your hand down.
- Please stay on topic according to the agenda. If there is a topic you wish to raise or discuss that is not on the agenda you will have an opportunity to do so under the agenda item “Board Member Comments.”
- When you are commenting on an item, please try to be concise and get to your point quickly so that we respect everyone’s time.
- If a vote is not unanimous, then the Secretary will take a by-name roll call vote.
- We use Rosenberg’s Rules of Order. These rules are just six pages long. To get your own free copy go to: https://www.cacities.org/Resources/Open-Government/RosenbergText_2011.aspx

Por favor, observe los siguientes protocolos durante las reuniones de Zoom de la Junta Directiva. Esto ayudará a asegurar que la reunión transcurra de la manera más fluida y rápida posible.

- Mantenga el micrófono silenciado cuando no esté hablando; esto evita que el ruido de fondo interrumpa a otros altavoces durante su turno.

- Si está haciendo Zoom con una computadora portátil o PC de escritorio y está silenciado, una forma temporal rápida de activar el silencio es mantener presionada la barra espaciadora en el teclado.
- Si está llamando en audio solo por teléfono, * 6 lo silenciará y activará.
- Cuando desee hablar sobre un tema, utilice la función "Levantar la mano" en su pantalla. (Si llama por teléfono, use * 9 para levantar o levantar la mano.) El presidente lo llamará para que hable en el orden en que usted levantó la mano según Zoom.
- Después de hablar, recuerde bajar la mano.
- Por favor, manténgase en el tema de acuerdo con la agenda. Si hay un tema que desea plantear o discutir que no está en la agenda, tendrá la oportunidad de hacerlo en el ítem de la agenda "Board Member Comments".
- Cuando esté comentando un artículo, intente ser conciso y llegar a su punto rápidamente para que respetemos el tiempo de todos.
- Si un voto no es unánime, entonces el Secretario realizará una votación nominal por nombre.
- Utilizamos las Reglas de orden de Rosenberg. Estas reglas tienen solo seis páginas. Para obtener su propia copia gratuita, vaya a:
https://www.cacities.org/Resources/Open-Government/RosenbergText_2011.aspx



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2020 CSAN Calendar

(Updated June 1, 2020)

June 6, 2020	11 am, CSAN Board of Director's Meeting Sean McNulty Conference Room.
July 15, 2020	Deadline for submission of items for 2020 Annual General Meeting.
August 15, 2020	2020 CSAN Annual General Meeting
September 24-27, 2020	USASA Annual General Meeting, Estero, Florida – Due to COVID-19 may be postponed or virtual
October 2, 2020	Deadline for submission of items for Board meeting on October 17, 2020.
October 17, 2020	11 am, CSAN Board of Director's Meeting Sean McNulty Conference Room or virtual
November 20, 2020	Deadline for submission of items for Board meeting on December 5, 2020.
December 5, 2020	10:30 am, CSAN Board of Director's Meeting and Christmas Party, Sean McNulty Conference Room.
January 8-9, 2021	USASA Region 4 Workshops, Phoenix, AZ.
February 12-14, 2021	US Soccer Federation Annual General Meeting, Atlanta, GA.

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 3A

Meeting Date: June 6, 2020

Submitted by: Jan Mullen

Agenda Title: Approval of the minutes of April 18, 2020

Detailed Description: Consider approving the minutes of the Board of Directors meeting of April 18, 2020.

Financial Impact on CSAN: None

CSAN Executive Committee Recommendation: N/A

Board Action

Motion by _____

Seconded by _____

Ayes: _____

Abstentions: _____

Noes: _____

Absent: _____

Reagendized For: _____

No Action Taken: _____

California Soccer Association North
Board of Director's Meeting Minutes
April 18, 2020

1. Call to Order

Meeting was called to order at 10:15 AM by Zoom conference call due to COVID-19 pandemic.

2. Roll Call

Members Present: Vangie Bond, Alameda County Soccer League
Martin Esquer, Visalia Soccer League
Rachel Gonzalez, Monterey Peninsula Soccer League
Wilton Guevara, Fraternidad Soccer League
Travis Kelly, Palo Alto Soccer League
Tom Moore, President
Coco Moya, Golden Gate Women's Soccer League
Jan Mullen, Secretary
Ric Olivas, CNRA Representative
Rene Perez, San Joaquin Valley Soccer League
Ali Radmand, Central California Soccer League
Javier Rodriguez, Treasurer
Rocio Samayoa, Office Staff
Norma Sanchez, Office Manager
Aneel Singh, Fiji Soccer League
Jeff Staben, San Francisco Soccer Football League
Alicia Yanow, Member-At-Large
Juan Zaldana, Vice-President

Guests: Ernesto Valerio, Orosi Soccer League

3. Consent Calendar

A. Minutes of the February 1, 2020 Board of Director's Meeting

B. 2018 Internal Revenue Service Form 990

Motion by Javier Rodriguez/second by Juan Zaldana to approve minutes of February 1, 2020 Board of Director's meeting and 2018 IRS Form 990. Passed unanimously.

4. Officer, Staff, and Committee Reports

A. President's Report

1. Assembly Bill 5

In 2019, the California Legislature approved AB 5, which changes the rules on independent contractors and employees. If categorized as an employee, the employer has to provide worker's compensation insurance, unemployment insurance, pay Medicare, social security and payroll taxes. If categorized as an independent contractor, the employer does not have those expenses. Historically, referees have been categorized as independent contractors, so leagues have not had the burden to pay any employee expenses to the state and federal government. CSAN and CYSA are coordinating with CNRA to lobby our state legislature for an exemption for referees to AB 5, so that referees can continue to be categorized as independent contractors.

For leagues that assign and pay referees directly, it is in your best interest to keep records of payments and file a 1099 Misc. form with the IRS for every referee receiving \$600 or more in compensation.

2. USASA and its response to COVID-19

USASA has cancelled the following 2020 national tournaments due to the outbreak of COVID-19:

- Soccer Fest
- Hank Steinbrecher Cup
- National Amateur Cup

Recently, USASA switched insurance companies as K & K Insurance was going to increase our premiums. The new insurance company is USI and offers the same benefits as K & K, but at a lower cost (about \$100,000 decrease nationwide).

Tom Moore has contacted both USASA and USI and to date there will be no partial refunds on player registrations due to COVID-19. Tom has asked about the possibility of a reduced fee on player registrations for next year.

B. Vice-President's Report

1. CSAN Executive Committee response to COVID-19

During the shelter-in-place ordered by the city and county of San Francisco, CSAN will take steps to ensure the health of CSAN employees and its league members. The CSAN office will be closed, however, Norma Sanchez will work from home and continue to receive phone calls into the CSAN office. Norma will be going into the CSAN office once a week to receive mail and pay bills. Rocio Samayoa will also work from home and with leagues to help them with whatever they need and will continue to register players.

2. Orosi Soccer League

The Orosi Soccer League is a 12-team soccer league located outside of Visalia. Ernesto Valerio, President of Orosi Soccer League, is present today representing the league. To date, Orosi Soccer League has submitted their league annual form and paid appropriate fees.

Motion by Javier Rodriguez/second by Jeff Staben to approve Orosi Soccer League on conditional approval so they can begin submitting team forms and player registrations. Passed unanimously.

C. Treasurer's Report

Javier Rodriguez submitted our Profit & Loss statement covering the period from September 1, 2019 to April 10, 2020. Our income for this time period is \$169,088.53 and our expenses are \$205,705.47, for a negative balance of (\$36,616.94). Javier indicates that there will likely not be many (if any) international games this summer, so we may not get much income from international games monies in the next year or two.

D. Player and Team Registration Report

Norma Sanchez reports that there are pending registrations in the office from National Soccer League and they want to hold off registering players until more information is known regarding COVID-19.

E. Financial Audit

Javier Rodriguez reports that he met with Kenneth Pun, who is performing the audit, and it is not possible to complete the audit because of a lack of documentation that CSAN can provide.

Kenneth Pun recommends that CSAN retain their services for a cost of \$1,000 a month so that they can serve in an advisory role to give us recommendations on

record keeping and types of documentation that we should file, advise us on how to handle internal reviews, and they would file our annual income taxes.

Ric Olivas suggests that CSAN consult our corporate lawyer, Cherie Evans, for her recommendation on this matter.

F. 2020 US Soccer Annual General Meeting

Written reports were submitted from the delegates who attended the 2020 US Soccer Annual General Meeting in Nashville, Tennessee: Tom Moore, Juan Zaldana, Jan Mullen, Javier Rodriguez, and Norma Sanchez.

Tom Moore reports that CSAN was able to get a policy change approved to US Soccer's Policy Manual for information to be included in the minutes of National Board of Director's meetings.

Jan Mullen reports that US Soccer announced earlier this week the elimination of the Development Academy. No correspondence from the national office has been sent to notify our members of this decision.

5. Discussion Items

A. 2020 CSAN Annual General Meeting

Alicia Yanow reports that she has looked at two hotels, Marriott Visalia and Tulare Hampton Inn and Suites, for the weekend of August 14 - 16, 2020 to hold our Annual General Meeting.

Alicia will inquire that if we make a deposit, will it be refundable due to COVID-19 cancellations.

B. 2020 CSAN Hall of Fame Dinner

No nominations to date have been submitted for the CSAN Hall of Fame.

C. Safe Sports Act

The Safe Sports Act was passed by the federal government and requires us as directors to be mandatory reporters. Mandatory reporters are required to report any observance of sexual assault, harassment, bullying, and any other sexual misconduct within 24 hours of the incident.

USI, the new insurance company for USASA, has hired Player's Health, a risk management company. What is being proposed is to require every team to have a minimum of one person acquire Safe Sport training certification and a background

check. USI is requesting that state associations survey their leagues to determine how many (if any) players, coaches, and managers currently have Safe Sport training certification and have completed a background check.

Rocio Samayoa sent an email to all league presidents requesting that they survey their league members on how many have Safe Sport training certification and a background check. To date, four (4) leagues have responded.

D. Update on COVID-19 Restrictions

CSAN is available to help leagues with correspondence to Parks & Rec departments for field permits, using CSAN and USASA letterhead once Shelter-in-Place restrictions are lifted.

Javier Rodriguez reports that CSAN cannot apply for a financial assistance from federal government CARES program due to COVID-19 since we are a 501(c)4 not-for-profit organization.

E. League Members on Restarting Competition

San Francisco Soccer Football League has hopes to begin on May 17, 2020.

Central California Soccer League reports that Sacramento Park & Rec plan to open on May 1, 2020.

6. Good of the Game

A. Correspondence received by Officers, Directors, and Staff

Norma Sanchez sent out to each league Director's and Officer's insurance forms to be reviewed and signed and, to date, has only received a few back. League directors and officers can receive liability insurance at no additional cost, as long as the form is updated, signed, and submitted annually.

B. Conflict of Interest Disclosure Statements

It is an IRS requirement to keep a conflict of interest disclosure statement on file for each league director. This form must be signed annually by each league director. If you are a league director and have not already done so, please sign the conflict of interest disclosure statement and send it to the CSAN office.

C. Director's Comments

None.

D. Requests for future agenda items

None.

7. Adjournment

Meeting adjourned at 1:02 PM.

Submitted by,

Jan Mullen
CSAN Secretary

California Soccer Association North Agenda Transmittal

Agenda Item Number: 4A

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: President's Report

Detailed Description:

- 1) Status of International Games Payments: At U.S. Soccer, Adrian Garabay has left the organization and has been replaced by Amy Hopfinger. We received a check from U.S. Soccer in mid-April in the amount of \$16,520.10. This covers the 1.25% of gross gate receipts that we get from certain international games that occur in Northern California. This check covers the payment for seven games going back as far as July 18, 2018. We are still owed the payment for the following three games. Ms. Hopfinger says that we have not been paid yet for these games because U.S. Soccer has not received its payment from the promoter:

DATE	FIELD	CITY	HOME TEAM	AWAY TEAM
7/20/2019	Levi's Stadium	Santa Clara	Benfica	Guadalajara
9/8/2019	Laney College Football Field	Oakland	Oakland Roots	FC Juarez (Mexico)
10/12/2019	Raley Field	Sacramento	Chivas De Guadalajara	Monarcas Morelia

- 2) Safe Sport and Background Check Requirements: A risk management company named Player's Health (<https://playershealth.com/>) has been hired by the insurance agency that now provides our insurance via the U.S. Adult Soccer Association. They have advised that we must abide by the following rules:
 - a. If a team in CSAN travels out of California to play in a tournament, they must have one player or coach with them who has taken the Safe Sport training and has had a US Olympic and Paralympic Committee qualified background check in the past two years.
 - b. If a team in CSAN has one or more registered players who are under the age of 18 years, then all of the adult players and coaches on that team must take the Safe Sport training and have had had a US Olympic and Paralympic Committee qualified background check in the past two years.

The Safe Sport training is free and can be done online at any time. However, a qualified background check may cost as much as \$35 depending on how you have it done. CSAN is looking into the pricing of background checks to see if we can find the least expensive service for you.

It is also important to note that CSAN has been provided with no resources to enforce these requirements. However, if you have one or more under-age players on your team and you do not comply with the requirements in b. above, there is no guarantee that the insurance company will provide coverage if an incident were to occur.

Here is a hypothetical example: suppose you have three 17 year-old players on your roster. Your team has not complied with the requirements in b. above. On the way home from a game, one of the 17 year-old players (we will call him “Luis”) joins three of your adult players and they go to a secluded beach to drink some beer. They all get pretty drunk. While two of the adult players are passed out, the remaining adult player (we will call him “Bob”) sexually assaults the drunken, semi-conscious Luis. A few days later the parents of Luis find out that Bob sexually assaulted their son. They report the incident to the police and Bob is arrested. The police find out that Bob has a past history of sexual abuse and assault. Luis’s parents then file a civil suit against Bob, the two adult players who went drinking with Bob and Luis, and the coach and the owner of the team. Normally, our liability insurance policy would most likely cover the coach, the owner and the two players who went drinking with Bob and Luis. (Because Bob committed a crime, he would probably not be covered.) However, when the insurance company finds out that the requirements described in b. above were not followed, it is likely that no liability coverage would be provided to anyone.

- 3) Director’s Biographies Project: We propose to ask each CSAN Officer, Director and Member-at-Large to provide some amount of biographical information. This would include experience as a player, coach, referee, manager, league officer, volunteer and perhaps a little information about how you make a living. The purpose for collecting this information is to put it on our website to show who is on the Board of CSAN. As the oldest State Association in the United States we should project an image that is professional and sets a standard for other State Associations to follow. See the next page for an example.

Financial Impact on CSAN: None at this time.

CSAN Executive Committee Recommendation: No motion required – report only.

Board Action

Motion by _____ Seconded by _____

Ayes: _____ Abstentions: _____

Noes: _____ Absent: _____

Reagendized For: _____ No Action Taken: _____

Example Soccer Biography
Dr. Tom Moore, President

National Level Experience: Served on the US Adult Soccer Association (USASA) Technology Committee. Currently serving on the USASA Governance Committee. Served for more than ten years as a delegate to the National Councils of USASA and U.S. Soccer Federation (USSF).

State Level Experience: Served as President and CEO of California Soccer Association North, Inc. (CSAN) since September, 2018. Previously served as Chair of the Board of Directors of CSAN. Served on the Board of Directors of CSAN since 1992. Served as Vice President of the Metro-DC Virginia Soccer Association 1985-1986. Served previously as manager of the CSAN Men's State Select Team Program.

League Level Experience: Served as President of the Monterey Peninsula Soccer League since 1987. Founded the Southwest Virginia Soccer Association and served as its President, 1981-1985. Served as Vice President of the Central Virginia Soccer League in 1979.

Referee Experience: USSF Referee, 1981 to the present. Achieved USSF Grade 5 (State I) referee. NISOA member, 1984 to the present. Refereed adult amateur, high school and college games. USSF Referee Instructor from 1993 to the present. USSF Referee Assessor, 1998-2011. NISOA Referee Assessor, 2012 to the present. USSF Referee Assigner, 2000 to the present.

Coaching Experience: None.

Playing Experience: Played adult amateur soccer for 42 years.

Other Qualifications: Over the past 42 years, I have served various terms as an officer, director or commissioner for six local government agencies, commissions or committees and for seven non-profit organizations unrelated to sports. In my day job, I have taught applied mathematics and military planning at the undergraduate and graduate level for 45 years. I also served in the United States Army and United States Army Reserve for 30 years and retired as a Colonel.

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 4C

Meeting Date: June 6, 2020

Submitted by: Javier Rodriguez

Agenda Title: Treasurer's Report

Detailed Description: This report is a Profit & Loss reflecting all CSAN income and expenditures to date for the current Fiscal Year covering the period of September 1, 2019 through May 29, 2020. This report reflects that we are currently operating with a deficit of \$26, 855 and included income we received from USSF for international games in our area in the amount of \$16,520 and sponsorship income from Dick's Sporting Goods in the amount of \$3,000.

Financial Impact on CSAN:

CSAN Executive Committee Recommendation: No motion required – information only.

Board Action

Motion by _____

Seconded by _____

Ayes: _____

Abstentions: _____

Noes: _____

Absent: _____

Reagendized For: _____

No Action Taken: _____

Profit & Loss

September 1, 2019 through May 29, 2020

	<u>Sep 1, '19 - May 29, 20</u>
Ordinary Income/Expense	
Income	
4100 · Player Registrations	
4101 · Registration/player	77,081.50
4102 · Releases/player	1,180.00
4103 · New Card player	685.00
4105 · Insurance/player	51,985.50
4107 · Transfers	3,660.00
4108 · Additional Insurance	13,322.60
4100 · Player Registrations - Other	452.00
	<hr/>
Total 4100 · Player Registrations	148,366.60
4200 · Team Registrations	
4201 · Annual Team Fees	13,251.00
	<hr/>
Total 4200 · Team Registrations	13,251.00
4300 · League Registrations	200.00
4400 · International Game Income	16,520.10
4600 · Rental Income	160.00
4610 · Interest Income	2,400.94
4618 · CC Service Fee	166.68
4711 · USASA/Region IV	3,235.00
4800 · CSAN Sponsorship	
Sponsorship	3,000.00
	<hr/>
Total 4800 · CSAN Sponsorship	3,000.00
4900 · BAD CHECK PENALTY	132.00
4999 · Miscellaneous Income	1,278.81
	<hr/>
Total Income	188,711.13
Gross Profit	188,711.13
Expense	
50000 · STATE OFFICE	
50002 · Salaries/Wages	63,604.12
50003 · Employee Benefits	13,245.96
50004 · Payroll Taxes	5,855.33
50005 · Contract Labor	4,945.00
50006 · Hotels/Meals	269.00
50007 · Travel	152.63
50008 · Supplies	1,950.32
50009 · Postage/Shipping	911.08
50010 · Telephone/Fax	4,586.79
50012 · Equipment Lease	3,740.98
50013 · Equipment Purchase	2,290.55
50014 · Legal	2,125.00
50015 · Internet/Web Site	341.90
50016 · Insurance	184.65
50017 · Payroll Processing Fees	1,415.00
50018 · Utilities	4,076.90
50019 · Taxes	
50019.1 · State Taxes	10.00
50019 · Taxes - Other	975.89
	<hr/>
Total 50019 · Taxes	985.89
50025 · Bank Service Charges	
50025.1 · NSF Fees	48.00
50025.2 · Merchant Service Fees	1,703.86
50025 · Bank Service Charges - Other	198.19
	<hr/>
Total 50025 · Bank Service Charges	1,950.05

California Soccer Association North, Inc.

Profit & Loss

05/29/20

September 1, 2019 through May 29, 2020

Accrual Basis

	<u>Sep 1, '19 - May 29, 20</u>
50026 · Online Reg - Fees	1,466.12
50027 · Donations	253.80
50028 · Office Janitorial Service	2,916.12
50029 · Accounting	10,000.00
50030 · Other	228.00
50000 · STATE OFFICE - Other	31.67
Total 50000 · STATE OFFICE	127,526.86
50100 · PROPERTY	
50116 · Insurance	2,525.00
50119 · Taxes	5,787.10
50128 · Maintenance	1,725.09
Total 50100 · PROPERTY	10,037.19
51100 · EXECUTIVE PRESIDENT	
51107 · Travel	39.33
Total 51100 · EXECUTIVE PRESIDENT	39.33
51200 · EXECUTIVE VICE PRESIDENT	
51207 · Travel	1,140.04
51225 · Bank Charges	21.00
51231 · Meals	80.83
Total 51200 · EXECUTIVE VICE PRESIDENT	1,241.87
51300 · COMMITTEE FOR GAME PROMOTION	
51324 · Promo/Awards	848.28
51331 · Meals	145.11
Total 51300 · COMMITTEE FOR GAME PROMOTION	993.39
51400 · COMMITTEE FOR GAME DEVELOPMENT	
51407 · Travel	254.00
Total 51400 · COMMITTEE FOR GAME DEVELOPMENT	254.00
51500 · EXECUTIVE SECRETARY	
51507 · Travel	49.58
51531 · Meals	20.62
Total 51500 · EXECUTIVE SECRETARY	70.20
51600 · TREASURER	
51606 · Hotel	326.81
51607 · Travel	210.00
51625 · Bank Charges	25.00
51631 · Meals	42.00
Total 51600 · TREASURER	603.81
51900 · COMMITTEE FOR GAME OFFICIALS	
51931 · Meals	191.54
Total 51900 · COMMITTEE FOR GAME OFFICIALS	191.54
52100 · CSAN MEETINGS	
52108 · Supplies	282.87
52109 · Postage	62.00
52130 · Other	50.00
52131 · Meals	3,423.88
52100 · CSAN MEETINGS - Other	100.21
Total 52100 · CSAN MEETINGS	3,918.96
53100 · USASA Fees	250.00

California Soccer Association North, Inc.

Profit & Loss

05/29/20

September 1, 2019 through May 29, 2020

Accrual Basis

	<u>Sep 1, '19 - May 29, 20</u>
53200 · REGIONAL MEETINGS	
53206 · Hotels	2,476.33
53207 · Travel	1,331.90
53231 · Meals	294.23
	<hr/>
Total 53200 · REGIONAL MEETINGS	4,102.46
53300 · USSF/USASA MEETINGS	
53306 · Hotels	8,221.61
53307 · Travel	5,446.04
53320 · National Fees	100.00
53331 · Meals	2,016.35
53300 · USSF/USASA MEETINGS - Other	57.79
	<hr/>
Total 53300 · USSF/USASA MEETINGS	15,841.79
54200 · PLAYER REGISTRATION	
54208 · Supplies	2,333.78
54211 · Printing	157.02
54215 · Player reg	27,715.00
54216 · Player Insurance	15,692.35
	<hr/>
Total 54200 · PLAYER REGISTRATION	45,898.15
54300 · TEAM REGISTRATION	100.00
56500 · MEN'S STATE CUP	
56507 · Travel	145.86
56508 · Supplies	45.00
56524 · Promo/Awards	2,500.00
56530 · Other	70.00
56531 · Meals	327.70
	<hr/>
Total 56500 · MEN'S STATE CUP	3,088.56
58300 · Annual General Meeting	
58306 · Hotel	212.65
58307 · Travel	126.40
58331 · Meals	54.24
	<hr/>
Total 58300 · Annual General Meeting	393.29
60500 · LEAGUE RECRUITMENT	
60506 · Hotel	534.08
60507 · Travel	78.17
60531 · Meals	241.82
60500 · LEAGUE RECRUITMENT - Other	161.07
	<hr/>
Total 60500 · LEAGUE RECRUITMENT	1,015.14
Total Expense	<hr/> 215,566.54
Net Ordinary Income	<hr/> -26,855.41
Net Income	<hr/> <hr/> -26,855.41

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 5A

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: Consider final arrangements for 2020 CSAN Annual General Meeting

Detailed Description: Consider approving final arrangements for August 14, 2020 Annual General Meeting of the Members of California Soccer Association North, Inc.

Financial Impact on CSAN: Depends upon whether a virtual or in-person meeting can be held, depending on the COVID-19 situation as of mid-August.

CSAN Executive Committee Recommendation: N/A

Board Action

Motion by _____

Seconded by _____

Ayes: _____

Abstentions: _____

Noes: _____

Absent: _____

Reagendized For: _____

No Action Taken: _____

California Soccer Association North Agenda Transmittal

Agenda Item Number: 5B

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: Consider how to handle registration payments received from new and re-registering players in the first quarter of 2020 and league financial support requests

Detailed Description: The following leagues began the registration of new and re-registering players in February and March for seasons that they planned to start in the late winter or spring:

- San Francisco Soccer Football League
- Fraternidad Soccer League
- Fiji Soccer League
- Central California Soccer League (they submitted player registrations but they have not yet paid for them)

Other leagues began their registration year in the late summer or fall of 2019 and have played a significant part of their season for this registration year. Their player's registrations for the first quarter of 2020 were for much smaller numbers of new or late re-registering players. The attached table shows the approximate amount of player registration revenue that CSAN received from the first three leagues listed above in February and March 2020.

League	Players Registered	Teams	Amount
SFSFL	774	35	\$24,381
Fraternidad	90	6	\$2,340
Fiji	145	7	\$4,567.50
Total			\$31,289

Financial Impact on CSAN: Potential loss of revenue up to \$32,000

CSAN Executive Committee Recommendation: Carefully consider the financial implications for CSAN and determine if a full or partial credit or refund would be appropriate, or postpone such a decision until more is known about the impact of COVID-19 on league play.

Board Action

Motion by _____

Seconded by _____

Ayes: _____

Abstentions: _____

Noes: _____

Absent: _____

Reagendized For: _____

No Action Taken: _____

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 5C

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: Consider proposed incorporation template project

Detailed Description: The following two member leagues of CSAN are incorporated as non-profit corporations in the State of California and maintain non-profit tax status as a 501(c)(3) or 501(c)(4) organization with the U.S. Internal Revenue Service:

- Golden Gate Women’s Soccer League
- San Francisco Soccer Football League

Our other leagues either have no corporate status or have a suspended or dissolved corporate status with the California Secretary of State, or do not have a recognized tax exempt status. They may be operating as an unincorporated non-profit organization or possibly as a for-profit partnership or sole proprietorship.

The purpose of this proposed project is to assist our unincorporated member leagues to obtain the additional protection that comes from having and maintaining formal, non-profit corporate and tax exempt status.

This proposed project would have CSAN’s attorney (Cherie Evans) develop templates for Articles of Incorporation and Bylaws for a California non-profit public benefit corporation. Interested member leagues would customize these documents for their league and then be assisted by the CSAN Executive Committee or by Ms. Evans in filing the appropriate application forms with the California Secretary of State, the California Franchise Tax Board and the U.S. Internal Revenue Service. Before actually committing to doing this work, we would determine how much Ms. Evans would charge. At a future board meeting we would determine how such services would be paid for.

Financial Impact on CSAN: to be determined but likely between \$0 and \$10,000

CSAN Executive Committee Recommendation: N/A

	Board Action
Motion by _____	Seconded by _____
Ayes: _____	Abstentions: _____
Noes: _____	Absent: _____
Reagendized For: _____	No Action Taken: _____

California Soccer Association North Agenda Transmittal

Agenda Item Number: 6A

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: U.S. Soccer Play On Program

Detailed Description: The U.S. Soccer Federation is developing a set of guidelines for return to soccer activities. They have named this program “Play On”. They have published and will continue to update the information about the Play On Program on their website at:

<https://www.ussoccer.com/playon>

The Play On Program consists of five phases numbered 0 to 4. We are currently in Phase 0 (shelter-in-place, i.e. zero soccer activity). They have published exhaustively detailed information and protocols for only Phase 1 so far. Phase 1 involves small groups (no more than eight) players and one coach doing socially distanced training with balls on half a soccer field. NO contact is allowed between players and there are lots of other recommended rules intended to limit the viral exposure possibilities and limit the consequences if viral exposure occurs. Phase 1 is mostly designed so that youth clubs can re-open a certain amount of training for their players.

You can download a copy of the current Phase 1 protocols and guidelines from the website above.

It is important to note that we will not be back to normal competitive adult play until we reach Phase 4. Note also that the timing of the opening of new phases is up to local county health authorities in your County.

Financial Impact on CSAN: None.

CSAN Executive Committee Recommendation: Leaders of member leagues and their team managers should read the material provided by the U.S. Soccer Federation on the Play On website and periodically revisit the website to find the most up-to-date information.

	Board Action
Motion by _____	Seconded by _____
Ayes: _____	Abstentions: _____
Noes: _____	Absent: _____
Reagendized For: _____	No Action Taken: _____

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 6B

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: Annual conflict of interest disclosure statements

Detailed Description: The U.S. Internal Revenue Service requires all Directors of non-profit organizations to submit an annual conflict of interest disclosure statement. Several Directors have not yet submitted their disclosure statement.

You will find attached a blank disclosure form for your use. You will also find a copy of my own disclosure form so that you can see an example of how this form is filled out.

Financial Impact on CSAN: Possible fines or loss of non-profit status for failure to comply.

CSAN Executive Committee Recommendation: Submit your conflict of interest disclosure statement immediately if you have not already done so since September 1, 2019.



Board Action

Motion by _____

Seconded by _____

Ayes: _____

Abstentions: _____

Noes: _____

Absent: _____

Reagendized For: _____

No Action Taken: _____

**ANNUAL AFFIRMATION AND CONFLICT OF INTEREST
DISCLOSURE STATEMENT**

Pursuant to California Soccer Association-North's ("CSAN") Conflict of Interest Policy (the "Policy"), I acknowledge, attest, and represent the following:

1. I have received and read a copy of the Policy.
2. I understand and agree to comply with the Policy.

3. I understand that CSAN is a social welfare organization, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

4. Reported below, or by attached list, are:

(a) All financial interests that could give rise to a conflict, such as transactions between CSAN and me, or CSAN and a family member;

(b) My affiliations with any organization with which CSAN may have a financial relationship; and

(c) Family members who are affiliated with any organization with which CSAN may have a financial relationship.

Signature

Date

Printed Name, Title

**ANNUAL AFFIRMATION AND CONFLICT OF INTEREST
DISCLOSURE STATEMENT**

Pursuant to California Soccer Association-North's ("CSAN") Conflict of Interest Policy (the "Policy"), I acknowledge, attest, and represent the following:

1. I have received and read a copy of the Policy.
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3. I understand that CSAN is a social welfare organization, and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.
4. Reported below, or by attached list, are:
 - (a) All financial interests that could give rise to a conflict, such as transactions between CSAN and me, or CSAN and a family member;
 - (b) My affiliations with any organization with which CSAN may have a financial relationship; and
 - (c) Family members who are affiliated with any organization with which CSAN may have a financial relationship.

I am president of the Monterey Peninsula Soccer League which pays league, team and player registration fees to CSAN in accordance with the CSAN registration fee schedule.

Signature

Thomas P. Moore

Printed Name, Title

October 19, 2019

Date

**California Soccer Association North
Agenda Transmittal**

Agenda Item Number: 6C

Meeting Date: June 6, 2020

Submitted by: Tom Moore

Agenda Title: How to get free conference calling

Detailed Description: You can easily set up your own free conference calling account using the website: <https://www.freeconferencecall.com/>. The service is free to you, but does serve up ads to each person who joins a call. The service includes free video conferencing, again supported by advertising. You can read a review of the FreeConferenceCall service at:

<https://www.business.com/reviews/freeconferencecall-com/>

Signing up is very easy and using the service is also easy.

Financial Impact on CSAN: None

CSAN Executive Committee Recommendation: Consider using this for your virtual league meetings.

	Board Action
Motion by _____	Seconded by _____
Ayes: _____	Abstentions: _____
Noes: _____	Absent: _____
Reagendized For: _____	No Action Taken: _____