

## **Pendleton Youth Soccer Association**

### **Board Meeting Minutes**

**Date:** January 4th, 2026

**Time:** 3:00 PM

**Location:** Falls Park Office



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## **1. Call to Order**

- Welcome and brief check-in
  - Meeting officially begins at **3:00 PM**
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## **2. Attendance**

- Roll call
    - Lauren Simpson, President, Amanda McAlarney, communications Director, Will Shaw, MicroKickers Director, Alex Wright, Rec+ Director, Mark Davy, Co-Vice President, Sam Hawkins, Secretary, and Lexi Maranto, Rec Director,
  - Quorum confirmed for decision-making
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## **3. Approval of Previous Meeting Minutes**

- [Review and approve minutes from the December 7th meeting](#)
  - Motion to approve or request edits
    - The board approved the December 7 meeting minutes with a single edit.
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## **4. Officer & Staff Reports**

### **President**

## Photography

- The photography bid from Don Money has been accepted, and his contract was sent January 3rd, 2026.
- Don has requested confirmation of the Media Day date and whether we will be hosting an in-person registration day.

## Staff Contracts

- Ildar Valeev was offered the position of Academy Director on January 3, 2026.
- All coaching and director contracts were sent out as of January 3, 2026.
- Contracts have been signed and returned by Alex Wright, Alexandra Maranto, and Will Shaw.

## Staff Evaluations

- Self-evaluation forms have been distributed to all paid staff. Please fill out the self-evaluation as soon as possible if you have not done so.
- Short evaluation conferences will be scheduled with staff during January and February.

## Park Lease

- The proposed park lease increase of +\$2 per player has been presented but is not yet signed or agreed upon. Help with cost of portable toilets and trash pick up was mentioned but, have not yet received a response regarding these issues.

## PlayMetrics

- PlayMetrics is awaiting our signed contract in order to move forward with web hosting and website development.

## Coach Compliance & Training

- Brandon will be working this week to clean up coach records and share a clear process for maintaining coach compliance in GotSport.
- Brandon will also lead a mandatory Academy coach training on January 25th from 1:30–3:30 PM on the turf at Mt. Vernon High School, including an on-field practice session and coaching tips.

## Subcommittees

- Discussion needed regarding the process for creating subcommittees to support events and specific tasks.
  - Team discussed adding events to the google calendars and inviting the team to participate.
- We should look at adding at large board members at the end of fiscal year, please keep those in mind that may be a good fit.

## Vice President

- Updates as applicable

## Treasurer

- Treasurer's report

## Secretary

- Task updates

## Communications Director

- [Mowing Bids Presentation](#)
  - Discuss and Approve bid for Spring 2026
  - Mandy will Follow up with Robert Joseph (Elite) to clarify the bid, and discuss a counter-offer. Obtain a separate quote for spring rolling/seeding (one-time)

## Spring 2026 Registration

- Playmetrics Website Completion Date- Determines Registration Opening Date
  - Targeted registration open date is 2nd week of January
  - Targeted Registration Waitlist date is February 15th
- Registration in Playmetrics has been built (Thank you Brandon and Zach!)
  - League details confirmed: Scholarship requests cover 85% of player expense, 10% sibling discount, Non-licensed coaches receive 50% player discount, licensed coaches receive 100% player discount.
  - Don Money Media tentatively scheduled for April 18th, 2026.
  - Possible U8 tournament will be discussed after registration concludes.
  - The league voted to offer an Early Bird registration discount of \$10/player until 1/31. Lauren motioned, Mandy seconded, all in favor, no opposed.
  - League agrees to maintain a \$10 per jersey fee applicable at registration as previously discussed.
  - Registrar and Director's Registration Meeting date range of February 17th-19th
- Spring 2026 Coaches Meeting Saturday February 28th at the Pendleton Community Library in the Sycamore AB Room from Noon-2pm.
- Referee Spring Training Date April 11th, 2026, 9 am to 1 pm at the Pendleton Community Building
- Spring Coaches Training with Steve Franklin on April 7th from 5:30-8 p.m. at the Pendleton Community Building.
  - The leadership team opts to offer the 9v9 course this spring.
- We are NFP approved at Menards

- We have a NFP approved account at Sherwin Williams with PRO discounts
  - 5 gallon bright white lining paint is kept in stock at \$99
    - New Years bonus of \$20 off \$100 purchase valid until January 5th
  - Spray cans for touch-ups are also kept in stock
  
- Indy 11
  - Camp payment of \$372.59 should be arriving soon
  - Scheduled to meet with Seth Kimberlin on the 7th to obtain affiliate program information.
  - Caleb King of Indy 11 has reached out asking for potential camp dates for Spring and Fall.
  
- League Tasks
  - Working on Field Numbers and Letters
  - Do we want to order medals and begin labeling for Spring 2026

## **Operational Staff Updates**

- Recreational Plus Director – Battery-powered liner purchased
  
- Recreational Director
  
- Microkicker Director
  
- Registrar- Updates on registration

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## **5. Old Business**

### **Sponsorship Updates**

- Ready to begin Spring 2026 outreach
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## 6. New Business

### A. Staffing and Hiring

- Academy Director
  - Mandy posted and promoted on Meta starting December 8th to December 23rd at a \$3/day cost for a total investment of \$44.91. The goal was to obtain website visitors who may be interested in our Academy Director position. We had 263 page views costing .17 per landing page view. Our ad was viewed by 5572 people with 78.7% of those individuals being male and 52% being between the ages of 25 and 44.
    - Results:
      - We had multiple individuals reach out and ask about the specifics of the role.
      - We have received an application from [Ahmed Adel](#)
      - We have received an application from [Ildar Valeev](#)

### B. Spring 2026 Season Planning

- Registration setup in PlayMetrics complete
  - IMPORTANT DATES and INFO:
    - February 15th- Initiate waitlist
    - February 17th-19th- Target dates for Registrar+Directors Registration Meeting
    - February 28th Noon-2pm Spring Coaches Meeting at the Pendleton Community Library Sycamore AB Room
    - Monday March 2nd, REC and REC+ start practice
    - NO PRACTICES March 13 - March 22: Pendleton Spring Break
    - Opening Weekend for U6 - REC+: March 27th-29th
    - NO GAMES April 3 - April 5: Easter Weekend

- MicroKickers Opening Weekend: April 10th
    - MicroKickers, U6, and U7 end of season May 17th
    - Tentative U8 Tournament week of May 18th
    - NO GAMES May 23rd-May 25th: Memorial Weekend
    - May 29th-30: MicroKickers make-up game dates
    - Tentative U10-U12 Tournament week of June 1st
    - End of Season for U10-U15 Friday June 5th
  - T-shirt redistribution
  - Shed work day planning
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## 7. Next Steps / Action Items

- Summary of assignments and follow-ups
  - Mandy will reach out to Caleb King with Indy 11 to establish Spring and Fall clinic dates.
  - Mandy will run targeted social ads for registration (first two weeks of early-bird period) at ~\$2–\$3/day targeting Anderson and Lapel to drive registrations.
  - Mandy will Order medals and necessary labeling/supplies (target 500 medals; label in-house) and purchase sticker paper and materials (budget approx. \$250) to prepare for spring 2026.
  - Mandy will Create a coach welcome/email template and prepare coach folder contents (skill expectations, rules per age level, field layouts, event calendar) for distribution at coaches meeting and via the website/newsletter
  - Create and place a secured equipment/jersey drop-off box at the shed, vinyl-label it as a donation/drop box, and publicize the drop-off process
  - Follow up with Robert Joseph (Elite) and other mowing bidders to get clarifications, encourage counter-offers, and request a February quote for rolling/seeding (one-time) if weekly service is not contracted

- Alex will Perform maintenance on the Gator (fluids, battery check/replacement as needed) and prepare it to be running for the season.
  - Lauren will Check community building availability for Media Day on April 18 (primary) with April 25 as backup and confirm booking if available
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- Schedule end-of-season evaluations for operational staff
    - Lauren will Schedule staff performance evaluations with the three staff who completed self-evaluations (Will, Rachel, Alex), hold them virtually this month, and invite any board members who can attend.
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## **8. Open Floor / Announcements**

- Final comments or announcements
  - Reminders about upcoming events, timelines, and deadlines
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## **9. Executive Session – Begins at 4:00 PM**

- Board enters Executive Session to discuss personnel matters and confidential topics
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## **10. Adjournment**



- Motion to adjourn made, seconded, no opposed, all in favor.
- Record official meeting end time
  - The meeting adjourned at 4:47 p.m.