
EXECUTIVE OFFICE

Chief Executive Officer – Terry Fisher

- Staff meeting
- Technical department meetings
- Select Committee conference call
- Sounders Women marketing meetings
- Sponsor planning meetings
- Planning for Annual Player Fee Meeting
- Planning for BOD meeting Jan 25, 2013
- Strategic Planning discussions
- 2013-2014 Budget Review
- RCL planning meetings
- Recreational Cup 2012 Review
- Spokane topics
- Communications planning meetings
- Soccer for Success review meetings
- Risk management process review meetings

TECHNICAL DEPARTMENT

Director of Youth Development – Darren Sawatzky

- Elite Player Development roster formation
- Elite Player Development training/competition schedule
- Technical meeting

Program & Event Manager – Kimberly Grant

- Preparation for US Soccer E/D License Workshop
- Region IV ODP Championships Preparation
- Regional Development Officer (RDO) continued development
- Continued development Coaching Education 2013

Competition Development Manager – Matt Moran

- Communicating to State Championships, Challenge Cup, Founders Cup, & Rec Cup teams
- Creating and distributing schedules
- Finalizing details for new sponsors

Competitive Programs & Business Practices Advisor – Todd Lincoln

- Regional Club League Face to Face DoC meeting
- Regional Club League Subcommittee Face to Face meeting
- Korrio meeting
- Office Server maintenance

Recreational & Select Programs Coordinator – Kim Calkins

- Respond to general Recreation & Select Inquiries via email/phone/web
- *Soccer for Success* coaching
- Recreation Association outreach
- RCS DOC Meeting
- Regional Subcommittee Meeting
- Rec planning for APFM



Apparel & Programs Specialist – Serwaah Fordjour

- Risk Management Auto Renewal and New Application Processing – Bonzi and Korrio

MEMBER SERVICES & OUTREACH DEPARTMENT

Organization and Member Services Director – Hillary Beehler

Member Services:

- Answered phone calls and emails to put members in touch with staff members for more assistance
- Meetings with staff to plan for the Annual Player Fee Meeting
- Edited documents for the Annual Player Fee Meeting
- Updated the Board of Directors on Eastern Washington member organizations
- Booked travel for NSCAA conference in January
- Worked with the Budget Committee on reviewing the 2013-2014 budget proposal and budget letter
- Contacted member organizations regarding web directory updates for board members and staff

Member Services & Outreach Coordinator – Heather Turney

- No Report Submitted

Region 5 Director of Member Services – Ron Witherup

- Portland Metro League Spring Registration and Prep
- Portland Metro League Fall Awards
- SOC activities
- Merger Meetings
- Club BOD meetings

MARKETING & COMMUNICATIONS DEPARTMENT

Marketing & Events Manager – Kristen Phillips

- Updated Club/Association contact information in website directory
- Managed social media
- Annual Player Fee Meeting preparation
- Sounders Women meeting
- Meeting with Varsity Communications
- Interviewed candidates for Webmaster/Graphic Design position