

EXECUTIVE OFFICE

Chief Executive Officer – Terry Fisher

- Staff meeting
- Sponsorship meeting with Reign FC
- Meetings with staff regarding Spokane
- Oregon Youth Soccer discussions re: Region 5 programs
- Budget meetings with staff
- Olympic Development Program (ODP) planning with staff
- Audit finalization 2012-13
- Member Services meetings with staff
- Preparations for Special Soccer Operations Committee (SOC) meeting re: Select Soccer program integration
- Special SOC meeting with committee and staff
- Risk management statistics review
- Recreational Cup 2013 review
- Cups Review with staff
- Regional Club League update with staff
- Referee program review with staff
- Far West Regional League review
- Concussion protocol and planning review for ODP Jan 2014
- Coaching education review and planning 2013-14

TECHNICAL DEPARTMENT

Technical Director – Timo Liekoski

- Elite Player Development trainings
- Coaching Education Meeting
- Working on budget planning

Director of Coaching Education – Shannon Murray

- “E” License and “D” License overhead structure and pricing
- “E” License - October 25-27 - Starfire staffing instruction
- “E” License - November 8-10 - Spokane staffing instruction
- “D” License - November 8-10 - Starfire staffing instruction
- “D” License - November 15-17 - Spokane staffing instruction

Program & Event Manager – Lacey Schreiner

- Elite Player Development (EPD) tryout trainings Friday, Saturday, and Sunday
- Coaching education & EPD budget planning
- Registration for all 14 different teams
- Player evaluations

Competitive Programs & Business Practices Advisor – Todd Lincoln

- Far West Regional League scheduling
- Regional Club League winter league schedule release
- Regional Club Subcommittee-Select meeting

Recreational & Select: TOPSoccer – Kim Calkins

- Responded to general inquiries via phone and email re: Recreation, Select, TOPSoccer
- Select Subcommittee and Regional Subcommittee joint meeting
- Select & Regional Club Soccer Operations Committee meeting
- Recreational requests for select development
- Provide weekly lesson email for Recreational coaches
- TOPSoccer support with placement of players, buddies, and registration
- TOPSoccer prospective new program outreach

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
- Worked with Club and Association administrators on insurance, risk management, and fundraising questions
- Continued reviewing budget for 2014-2015
- Contacted local organizations about visits to future board meetings

Meetings:

- Attended District 2 meeting
- Weekly Greater Spokane Youth Soccer Association task force call
- Special Soccer Operations Committee (SOC) meeting regarding select soccer
- Conference call with Oregon Youth Soccer about future league/tournament programming in Portland Metro area

Community and Outreach Program Manager – Ellie Lipton

- Out of Office 10.13.13 to 11.4.13

Soccer for Success Program Assistant – Daniel Taylor

- Site visits
- Community partnership building
- Scheduling

Region 5 Director of Member Services – Ron Witherup

- Portland Metro League administration
- Portland Timbers Youth League planning
- Local club functions
- Recreational Cup administration
- Southwest WA Youth Soccer Association assistance

MARKETING & COMMUNICATIONS DEPARTMENT

Director of Communications – Mike Anderson

- Creating editorial ideas and calendar
- Working on a video drop for referee education
- Enhancements for the website and social media
- Creating holiday card
- Met with Seattle Reign to discuss partnership

Director of Marketing & Competitions – Matt Moran

- Met with Snohomish County Sports Commission and area hotels regarding a potential bid for Region IV Presidents Cup bid
- Met with potential sponsor
- Met with Seattle Reign FC
- Participated on call with Tri-Cities Sports Commission regarding a potential bid for Region IV Presidents Cup bid
- Discussed possible reconfiguration of southwest Washington teams in
- Communicated State Cup dates and protocol to registrars, Affinity staff, sponsors, and teams
- Worked with AT&T, Sounders, and the Northwest Nationals to announce them as winning club of the AT&T It Can Wait pledge

Marketing & Events Manager – Kristen Phillips

- Managed social media
- Web slides posted to website
- Web updates as needed
- Updated Club Directory
- Risk Management, Certificates of Liability, Medical Insurance Claims, Player Releases and Travel Rosters
- Promoted Volunteer of the Month award
- Meeting with Seattle Reign FC
- Updated event calendar
- Great deals email blast
- Coordinating deliverables with Sporthaus Schmetzer
- Editing November *Soccer for Success* newsletter