



# **Managers Meeting – 29<sup>th</sup> August 2016**

# Agenda

- Introduction – Committee Structure & Roles
- Club Ethos
- Managers Handbook
- Child Welfare
- “Calendar Year” Football, “Half Season”, League Updates, Fix Secretaries
- Registration
- Training Facilities, Pitch Allocation and Pitch Marking
- Equipment
- Coaching
- Financial – Expenses / Insurance
- Events Schedule
- Parents Information evening
- Managers Meeting schedule 2016/17
- AOB

# Committee Structure & Roles

## Treasurer

**Ann Marie McLoughlin**

- Financial control
- Banking services
- Grants
- Insurance & Tax

## Facilities

**Stephen Reynolds**

- Pitches / Marking etc.
- Training facilities / scheduling

## Merchandise & Equipment

**Stephen Langley**

- Merchandising
- Kits etc.
- Balls , Goals , First Aid etc. etc.

## Club Secretary

**Sandra Taylor – Interim**

- Registration
- AGM
- Social Media / Website
- Meetings / Governance
- Health & Safety

## Fundraising / Events

**TBC – Sandra interim**

- Quiz
- End of season
- Raffles
- Mini World Cup
- Marketing / PR

## Fixtures Secretaries

**Small**

**Michelle McLoughlin**

**11 a side**

**Paul O'Farrell**

**Girls**

**Hugh Marron**

- Fixtures , Referees etc.
- League Liaison / FAI Liaison

## Coaching

**Paul McGowan**

- Coaching strategy
- Academies etc.
- Age Co-ordinators

## Child Welfare

**Joanne Balfe (Assisted by Georgina Marron)**

- Policies & Procedures
- Coaches induction
- Parents / Child liaison

## Strategy

**Brendan Kelly**

- Chair
- Strategy

## Sub Committees

- Permanent Home

# Club Ethos & Philosophy

## Philosophy of football for Lakelands Soccer Football Club.

***“Lakelands F.C. will provide each player the opportunity to play soccer in a supportive and rewarding environment that emphasizes fun, enjoyment and skill learning, through equal participation, regardless of ability’.”***

Lakelands FC aim is to encourage the enjoyment of the sport for all members and to coach all members effectively so that they can play soccer to the best of their ability in a supportive and respectful environment also teaching members life skills such as mutual respect for your opponents, managers, coaches, team mates, spectators and hosts..

# Managers Handbook

- Managers handbook distributed next week
- Contains all information needed to help you run your team
- NB :- Code of conduct & child welfare information
- All information available on website too;

[www.lakelandsfc.net/managers](http://www.lakelandsfc.net/managers)

# Child Welfare

- Reminder
  1. ALL volunteers MUST be Garda Vetted and have completed child awareness training – No exceptions
  2. MUST be 2 coaches for each team – No exceptions
  3. New Code of conduct in your managers pack and on website
- Move to new online Child Welfare system (Complyfile) – Relevant for moment only for new managers & those with Garda Vetting out of date
- New 5 step manager introduction process :-
  - Garda Vetting
  - Child Awareness training
  - References
  - Interview
  - Committee Approval

# *“Calendar Year” Season*

- Adopted by DDSL and SDFL to address unplayable pitches through winter months
- Not yet adopted by MGL
- Next full season will run from Feb/Mar '17 to Nov '17
- Break from May-Aug for U13 and above, Jul-Aug for U12 and below.
- Higher number of mid-week games in April/May and September.
- Interim/Transition/Half Season for second half of 2016

# Interim Half-Season

SDFL: U15, U16, U18

- Sunday September 11<sup>th</sup> to Sunday December 11<sup>th</sup> (14 weekends)
- Full divisions (about 10 teams) – POF has details
- Selected home and away matches – no mid-week matches
- No league tables, no trophies
- Results will be used to rank teams into divisions for 2017 season

DDSL: U13, U14, U19

- Sunday September 4<sup>th</sup> to late November – 2 mid-week games in September
- Divisions split into 2 (about 5 teams each) – details on [www.ddsl.ie](http://www.ddsl.ie)
- No postponements - play, reverse or move midweek or 0 points to both teams.
- League tables and trophies awarded
- No promotion/relegation – full divisions again for 2017 season



# Fixtures

- DDSL: Herald Monday and [www.ddsl.ie](http://www.ddsl.ie)
- SDFL: Herald Tuesday and [www.sdfl.ie](http://www.sdfl.ie)
- All: [www.lakelandsfc.net/fixtures](http://www.lakelandsfc.net/fixtures) from Wednesday evening
  
- Check [www.lakelandsfc.net/our-teams](http://www.lakelandsfc.net/our-teams) for managers names and numbers.
- Let fixtures secretaries know when managers are away/unavailable.
  
- Changes in arrangements only to/from Lakelands fixtures secretaries.
- Results back to Lakelands fixtures secretaries immediately after match.
- Include any details of red cards, serious injuries, referee feedback or other issues
  
- Keep track of fixtures played, reversed, cancelled throughout season
- Check league results and tables on websites.

# Registration

- New Online Registration process (Easy Payments Plus) available Sept 12th
- Deadline for Registration – 21<sup>st</sup> September
- Manual league registration process – Forms available per team
- Subscriptions :-

	Once-off Payment	Quarterly Fee	Total for Quarterly Payment
1 Child	€265	€70	€280
2 Children	€465	€120	€480
3 or More Children	€610	€156	€624
Academy	€200	€52	€208

# Training Facilities 2016/17

DAY	LOCATION	TIME		TEAM		No TEAMS
Tuesday	Benildus	6 to 7		Academy		1
Tuesday	Benildus	7 to 8		Under 13		2
Tuesday	Benildus	7 to 8		Under 14		1
Tuesday	Benildus	8 to 9		Under 14		2
	Benildus	8 to 9		Under 16		2

Weds	Benildus	6 to 7		Under 9		3
		6 to 7		Under 11		5
Weds	Benildus	7 to 8		Girls		5
	Benildus	7 to 8		U12		1
	Benildus	7 to 8		U13		1
Weds	Benildus	8 to 9		Under 15		1
	Benildus	8 to 9		U12		2
Weds	Stepaside	8 to 9		U18		1

## Training Facilities 2016/17

[illegible]

# Pitch Allocation 2016/17

## Leopardstown Park

**Pitch Marking Co-Ordinator :**  
**Paul O'Farrell**

- **Under 8s x 4**
- **Under 9s x 4**
- **Under 15 x 1**
- **Under 16 x 2**
- **Under 18 x 1**

## Balally Hill

**Pitch Marking Co-Ordinator :**  
**John Mattimoe**

- **Under 10s x 5**
- **Under 11s x 5**
- **Girls x 5**

## Bearna/Marlay

**Pitch Marking Co-Ordinator :**  
**Steve Reynolds**

- **Under 13s x 3**
- **Under 14s x 3**
- **Under 19 x 1**

## St. John of God

**Pitch Marking Co-Ordinator :**  
**Will O'Dwyer**

- **Under 12s x 4**

## Pitch Marking Rotas

- **Managers and nominated parents**
- **Rota published by co-ordinators**
- **If unavailable, arrange your own swap**
- **Inform Stephen L if marking fluid required**

- **New lockups in Bearna & Ballaly – Late September**
- **Committee working on access to lockup in Marlay**
- **NB: - Don't forget parking regulations at Balally Hill**

# Equipment

- Training Equipment
- Match Day Equipment
- Registration – Players Socks and shorts
- Ordering – [Stephen.Langley@LakelandsFC.net](mailto:Stephen.Langley@LakelandsFC.net)
- Jerseys
- Managers Attire
- Merchandise

# Coaching

- Direct support to coaches - Paul McGowan & Collie Byrne
- Accredited courses through the FAI - talk to Paul McGowan
  - KS1
    - 4 v 4
    - 7 v 7
  - KS2
  - Youth Certificate
- Just 4 Keepers – talk to Paul McGowan
- First Aid Training – talk to Sandra Taylor

# Financial / Insurance

- Expenses must be submitted Friday before each managers meeting
- Accident / Insurance information available in managers handbook and on website
  - No need to ask Anne Marie what the procedure is !
  - Form must be submitted within 2 days
- Note: - €100 excess on insurance policy
- Inform committee member of all accidents as soon as possible



# Events Schedule – 2016 (WIP)

Event Type	Date
Parents Evening	29 <sup>th</sup> September 2016
AGM	5 <sup>th</sup> October 2016
Table Quiz	11 <sup>th</sup> November 2016
Committee & Managers Drinks & Christmas Raffle	16 <sup>th</sup> December 2016
Soccer Marathon	
Casino or Race Night	Just some ideas that I might look into
Sponsored Run or Cycle	
Bag Packing	
Shelbourne Park Evening	
Mini World Cup	
End-of-Season Event	26 <sup>th</sup> November 2017

# *Parents Information evening*

- To be held Thursday 29<sup>th</sup> September
- Aimed at U8s , U9s , U10s & Girls Teams
- Club Ethos & Values
- Child Welfare
- Volunteering

# Managers Meeting schedule

- Mondays at 8pm in The Goat
- Only 6 in next 15 months
- All teams MUST attend – If you cant make it ...Get a representative !
- Schedule :-
  - 5<sup>th</sup> October + AGM
  - 23<sup>rd</sup> January 2017
  - 13<sup>th</sup> March yes
  - 8<sup>th</sup> May yes
  - 11<sup>th</sup> September
  - 13<sup>th</sup> November

*AOB ??*