



## Central Iowa Coed Soccer League Board Members 2026

Commissioner: Craig Marker

### 3-year term

The Commissioner shall preside over all meetings of the board and be the representative of CICS with all outside parties. The commissioner shall either carry out or delegate to another board member all duties deemed necessary for the operation of CICS.

#### Duties:

- With input from the Board and others, establishes, communicates and reinforces the short and long term vision and goals for CICS
- Represent the CICS as spokesperson
- Review CICS rules and policies and make recommendations to the CICS Board
- Represent the CICS at all meetings with outside or affiliated groups upon invitation or request
- Prepare agendas for CICS Board meetings
- Ensure that all programs, policies, and directives of the CICS Board are carried out
- Enforce the Articles of Incorporation/Bylaws
- Preside at all meetings of the CICS Board
- Appoint leaders and members of CICS committees
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- Appoint extra board members, if needed
- Sign checks, together with the Treasurer, to discuss CICS funds
- Assume leadership duties and responsibilities in all areas of CICS
- Delegate, if necessary, the carrying out of the duties listed above to the other members of the Executive Committee, Competition Director, At Large 1, Marketing Director, Treasurer, Secretary, or any other CICS Board Member
- Recommend to the CICS Board the amount of individual or team fees needed to maintain CICS programs.
- Main point of contact with soccer facilities and negotiating contracts with those facilities.

## Competitions Director: Petra Stout

### **2-year term**

The Competition Director shall be responsible for the competitions schedule and maintaining relationships with facilities and refereeing contacts. The Competitions Director shall preside over all meetings of the board where the Commissioner is unavailable.

#### Duties:

- Responsible for all aspects of CICS competitions, including the number of Divisions, number of teams per Division, start/end dates etc.
- Ensures that detailed schedules are created promptly and accurately.
- Main point of contact for captains during the season for schedule questions and issues.
- Works with the Commissioner to establish and maintain relationships with soccer facilities around the area.
- At the direction of the Commissioner and the Board, leads research and provides recommendations on potential league rule changes.

## Treasurer: Matthew Gray

### **3-year term**

The Treasurer shall be responsible for collecting revenues, paying vendors, financial statement reporting, tax reporting, and in general anything related to the finances of CICS.

#### Duties:

- Hold the CICS funds and, together with the Commissioner, disburse them in accordance with generally accepted accounting principles, including maintenance of accurate accounts of disbursements and receipts, which shall be reported at each regular CICS Board meeting.
- Review and approved the amount of individual or team fees needed to maintain CICS programs recommended by the Commissioner, prior to submission to the CICS Board.
- Oversee the collection of member fees, maintain accurate accounts of amounts collected, and, together with the Secretary, collect signed waivers and verify rosters.
- Provides necessary support for any formal audit of league finances

## Marketing: Megan O’Keefe

### 2-year term

The Marketing Director shall be responsible for promoting CICS, recruitment, and fostering and maintaining relationships with team captains.

#### Duties:

- Responsible for generating awareness of CICS with potential players and partners.
- Works with the Commissioner to establish and maintain relationships with youth and college soccer clubs around the area.
- Ensures that the league’s website and social media properties are updated regularly and promptly.
- Main point of contact for keeping website and Social Media Sites up to date.
- Maintain up to date list of the Free Agent players to make sure we have Free Agents ready to join each season
- Work directly with Competition Director for field space to run multiple free agent games during the year to help connect players to teams.
- Help run point for any tournaments run through the year, getting volunteers to help with administrative duties and dates for the events.
- Work on at least one League Event during the year ex: “outing to watch event, attend soccer game, or volunteer in community”

## Secretary: Libby Ream

### 2-year term

The Secretary shall be responsible for setting meetings, recording the minutes of all meetings, and communicating such information from the meetings to the member as is deemed necessary.

#### Duties:

- Record the minutes of all meetings of the CICS Board and provide copies to all CICS Board Members prior to or at the next scheduled meeting
- Provide all CICS Board Members with written or phoned notice of meetings at least two (2) weeks prior to a regular meeting
- Collect signed waivers, and, together with the Treasurer, verify rosters, and maintain a record of membership
- Maintains team representative listing and contact information
- Attends disciplinary hearings, takes detailed notes and writes the final report

At Large : Michael Darrah

**2-year term**

The At-Large Board Member regularly attends board meetings and important related meetings.

Duties:

- Commitment to participate actively in committee work.
- Working directly with Competitions Director to help with ref relationships
- Volunteer and willingly accept assignments and completes them thoroughly and on time.
- Work directly with Ref Assignor to make sure all games have refs assigned to them
- Audit games on Arbiter with Treasurer to make sure correct amounts are being paid out each season