

**CGAA Main Board Meeting Minutes**  
**Sunday, 2.9.14**

Start Time: 7:05 p.m.

End Time: 8:02 p.m.

**To Do:**

1. Mary will provide a list of all gambling payments due to divisions - done
2. Convert all divisions to main checking account and close out old accounts – in process [basketball not done]
3. Put something in place regarding number of raffles and timing for each division -
4. **Create a policy** regarding members who have **outstanding balance** in divisions – Each division has the right to determine what should be collected... 1) contact letter/call from Division, 2) then follow up letter from Main w/in 7 days to pay 3) Division can determine division block OR collection w/fees. Can place note in QB receivables to track delinquent account.
5. **TRYOUT PROCESS.** Think about the process, then publish it.

**Attendance:**

- Dan Harrison, President [Baseball Division]
- Justin Langbehn, Vice President [Treasurer Football]
- Dan Smoot [President, Football Division]
- Tina Clark [Bookkeeper]
- Gerri Sutton [President, Volleyball Division]
- Kim DeVaan, Treasurer
- Verna Witzany [Secretary]
- Brad Strom [President, Softball Division]
- Jim Bollback [President, CGU Soccer Division]
- Mary Perren [Gambling Director]
- Jaclyn Ott [Gambling Assistant]
- Eric Folsom [President, Hockey]
- Dave Weidner [President, Baseball]
- Kevin Valentino [Soccer]

**Absent:**

- Dave Blumberg [President, Basketball Division]

**Guest:**

- Phil Kuemmel Update. NONE: coaching at basketball tournament; will be here next week.

**New Business:** none

**President:** Dan Harrison

- Amendment to lease
- **MSP** Dan H, Mary Perren. Keys: Gambling to pay key fees of \$119.50 in key fees, for equipment managers: outside, basement hallways, & rooms. No discussion.
- Next month will see better numbers for gambling
- **TRYOUT PROCESS: purpose not to set standards for each division, but each division to publish any/all information that pertains to registration[s] & team choices.** Following the process will review how it was actually done [verified]. Each division sets their own process & support that process as stated. Encourage community input at meetings. Concerns: [Soccer] open more complaints to Dan Harrison. Most people don't read information. A: Refer individual to that division & Main website for specific division information. Follow up w/Dan with more input if needed.
- Q: bylaws: going away? A: Bylaws are Main Board, Division[s] are "rules".
- Q: What are the results looking for? A: can state "this is how teams are formed...A)...B)...C)..." Idea is to prevent rumor of "...how teams are chosen..." via personal choice of leadership vs. actual tryout process.
- COMMUNITY ED: contact them for extra time to credit/balance for \$1,000 free time from Woodbury concessions.
- Insurance due March, auto renews on 19<sup>th</sup> – annual policy: (2) bids requested: follow up with Kevin [\_\_\_\_], game #'s estimated, by e/o next week. Justin V. needs to get back to Dan... Commercial Insurance site can negotiate price due to Gambling, very competitive. Need to know what/how/when covered.
- Selective Insurance & West Bend Insurance are companies that are in contact

**Vice President:** Justin Langbehn

**Secretary:** Verna Witzany

- **MSP** Dan; J Bollback. Accept minutes of January. Discussion none.

**Gambling:** Mary Perren.

- Jackie working at bingo hall, gambling employee for a long time. Was lead w/pull tabs, now selling pull tabs at Franke's, bringing her in as assistant gambling manager. Handled meat raffles at CloverLeaf: sold (8) packages in couple hours.
- New look on report, covers actual balances in accounts as well as totals owed to divisions.
  - 1) **MSP:** Mary Perren, -. Estimate [Month/Year] monthly expenses to be approved  $\leq$  \$ .00. See below in chart. No discussion.
  - 2) **MSP:** Mary Perren, -. Pay city contribution  $\leq$  \$.00 for [Month/Year]. No discussion
  - 3) **MSP:** Mary Perren, -. Pay the state of MN Tax on the G-1 at \$.00. No discussion
  - 4) **MSP:** Mary Perren, -. Pay rent for CGAA office and Storage space, not to exceed \$.00 LP for [Month/Year]. No discussion
  - 5) **MSP:** Mary Perren, -. Pay CenturyLink phone bill  $\leq$  \$65.00. No discussion.
  - 6) **MSP:** Mary Perren, -. Pay Dart Transit not to exceed \$125.00 for container storage unit rental. No discussion.
  - 7) **MSP:** Mary Perren, -. . No discussion.
  - 8) **MSP:** Mary Perren, -. . No discussion.
  - 9) General business status/comments:

CGAA BOARD MEETING		2/9/14	
		Estimated gambling expenses for:	
		Mar-14	
LOCATION	AMSBG	FRANKE'S	PARK PLACE
RENT	\$1,750.00	\$3,000.00	\$1,500.00
PAYROLL	\$6,000.00	\$2,000.00	\$2,000.00
MISC EXP	\$2,500.00	\$2,000.00	\$2,000.00
OTHER	\$1,000.00	\$500.00	\$1,000.00
SITE TOTAL	\$11,250.00	\$7,500.00	\$6,500.00

COMBINED SITE TOTAL	\$32,250.00
STATE TAX	\$8,000.00
MONTHLY REGULATORY FEE	\$300.00
TOTAL ESTIMATED EXPENSES	\$40,550.00

MSP that these estimated expenses be approved. Mary P., Justin Langbehn

TAX RETURN FOR MONTH & YEAR:	Jan-14
Raffle Gross Receipts	\$2,156.00
Raffle Prizes Paid	\$953.00
Raffle Net Receipts	\$1,203.00
Electronic Bingo Receipts	\$21.25
Electronic Bingo Prizes	\$14.88
Electronic Bingo Net	\$6.37
Electronic Pull Tabs Receipts [done for a while, no one playing. Closing down & trying to design new, more interesting games]	\$5,398.50
Electronic Pull Tab Prizes	\$4,558.00
Electronic Pull Tabs Net Receipts	\$635.50
Gross Pull Tab Receipts	\$174,138.00
Pull Tab Prizes Paid	\$148,172.00
Net Pull Tab Receipts	\$25,966.00
Net Receipts	\$27,810.87
2.5% Tax	\$1,027.25

Start Banks	
AMSBG	\$4,100.00
Franke's	\$4,700.00
Park Place	\$3,400.00
Cloverleaf	\$2,600.00
Totals	\$14,800.00

Totals to date	
Feb Deposits	Pull tabs
AMSBG	\$3,118.00
Franke's	\$2,732.00
Park Place	\$1,996.00

Combined Receipts Tax	\$7,662.80
Board Fee .01% of Gross Profit	\$181.71
Total Taxes Paid this month	\$7,946.76
Gross Profit After Taxes	\$19,864.11
Total Allowable Expenses	\$18,164.60
Profit	\$1,699.51
Lawful Purpose Expenditures	\$2,233.50
Profit for AMSBG	-\$953.11
Profit for Franke's	\$2,652.62

Cloverleaf	\$1,374.00
<b>Totals</b>	\$9,220.00

\*hopfully see more from Gambling, but Jan=3-payroll month & p.u. more equipment for CloverLeaf & Franke's

MSP to pay State of MN tax G1: Mary, Justin L. No discussion		\$7,946.76
MSP to pay City of Cottage Grove: NONE		\$0.00
MSP to pay Youth Service Bureau rent. Mary P., Kim DeVaan. No discussion.		\$1,441.19
MSP to pay CenturyLink not to exceed: Mary P., Eric Folsom. No discussion		\$70.00
MSP to pay hockey \$1, 204.00 profit from 50/50 raffle & meat raffles. No discussion.		
MSP to approve signing lease for additional space for gambling storage not to exceed \$300.00 [\$100 actual]. Mary P., Brad Strom. Discussion: looking at the small closet room on main floor upon getting a tenant that won't want that room. The [Chiropractor] may move upstairs & open space for soccer in basement. Fee about \$6.91/ft2/year, totaling approximately \$1500-2,000/year.		

Raffle funds Balance Due	
Soccer	\$26,298.86
Softball	\$15,619.41
Baseball	\$5,750.39
<b>Total</b>	\$47,668.66

**Treasurer:** Kim DeVaan

- [3] reports: Statement of cash flow: in accounts as of today. [Attached below: Balance Sheet & Profit & Loss]
- MSP Kim DeVaan, Brad Strom. Motion to pay operational expenses of \$2,500. No discussion.
- Got soccer worked out – receivable city still owed 7K from prior few years, nothing heard as of yet. Not to hold up audit for that. Kim to share contact information w/Dan H.
- Need to check if received player fees; no income except tournament concession.

**Bookkeeper:** Tina Clark

- Nothing

**Baseball:** Dave Weidner & **Softball:** Brad Strom

- Split fee of nets at Park AC with Softball. Plan to have a check for Phil at March meeting.