

CGAA Main Board Meeting Minutes
Sunday, May 18, 2014

Start Time: 7:07 p.m.

End Time: 9:10 p.m.

TO DO:

1. Create one financial assistance policy to be used across all divisions
2. Make one payment process for all board members/trainers.
3. Revisit player fees. Change to monthly divisional expenses?
4. Create Google docs to house board minutes and other policy information.
5. Discuss the possibilities of centralizing our web registrations. One screen to register for multiple sports.
6. Discuss volunteer fees among all divisions
7. Review Gym time usage: determine process how to divide facility use among divisions during winter
8. Parent Code of Conduct: communicate CGAA expectations. Justin to review & consolidate final draft.
9. Main Attendance policy
10. Charity funds: Dan & Dave to investigate; Walmart cuts check to community non profits.
11. Collection Process. Dan: suggestions made, will make adjustments, email out to board & net month, motion to pass policy
12. Each division to send a copy of their division's insurance waiver.
13. DAN to purchase TV.

Attendance:

- Dan Harrison, President Main
- Dave Blumberg [President, Basketball Division]
- Justin Langbehn, [Vice President Main/Treasurer, Football Division]
- Kim DeVaan, [Treasurer Main]
- Gerri Sutton [President, Volleyball Division] Mary Perren [Gambling Director]
- Nicki Donlan [Hockey]
- Dan Smoot [President, Football] Tina Clark [Bookkeeper Main]
- Dianne Janski [Treasurer, Baseball] Verna Witzany [Secretary Main]
- Brad Strom [President, Softball]

Absent:

- Jim Bollback [President, Soccer]

Guest: Phil Kuemmel update:

1. Zac Dockter
 - Park/Rec plan: [handout]. Current plan still works, but 2014 update. Study finding: need to improve facilities currently have. Short term [5 yr] & long term plan. Funding: city move cell tower fees [Park Improvement Fund] for capitol expenditures: grant opportunities. CGAA can participate. Projects work faster if work together, Park HS, too. All adopted by city. Indoor artificial turf: primary need, proposal included. Need direction from Association re: partnership, lease options, etc. Example: Ice rink time vs. turf time. Know the need is there. 115K\$, city would front cost, but need a lease agreement on backside [250 hrs commitment]... school may want in... Q: how quickly get in? Q: around March 1st annually. Q: re-ice? A: not until fall. Q: tournaments? A: maybe not as many, lost the AAA tournaments. Q: continue to do other activities? A: no, this would be separate. Smoot: really like the idea. Q: hours.. 8-8 weekneds, 5-9 weekdays Mar 1 – mid April? A: all day availiblility. Would be nice to have some “public” time, but CGAA resp for rentals. Q: cost? A: \$100/hour. Picked a number. Q: need to know by? A: soon, by June.
 - Have long-term lease, have verbage similar in handout.
 - Q: think field w/this? A: not have. Phil couldn't commit at this time [3-5]. JM: baseball would love it... full infield. Q: batting cage? A: yes, drop down box. Q: type of turf? A: looking into.
 - City resp to provide facilities, but not to have the upgrade amenities. Expect benefactors should provide as they see needed.
 - Dan Smoot to lead on usage of facility. Need to work w/city to find a working solution for time usage.
 - Orderly fashion scheduling through Main vs. each individual division.
2. John McGowan [Park Baseball]
 - Crazy spring, w/sched challenges [all over]. Fields holding well. Indoor facility [good], rink deal great!, surprised if Phill says “no”. Softball may really likeit.
 - Struggling to win. 8 seniors, 16 Jr, soph down [12], fresh [ok w/2 teams. 9-12 numbers are Ok. Partnership w/CGAA work well, put on clinic, coach's clinic provided by HS staff. JR Wolfpk great turnout on summer clinic [1st week

- Q: Opportunities to get program to integrate players between organizations? Through out season? A: schedule is tough to coordinate as games can be every day. In a normal season, could commit to T/Th visits. Tough w/makeup games, etc. Would like to do more of that, both travel & in-house programs. Looking at “open hitting” for baseball this summer, HS players man batting cage for summer: t-work, live arm, machine, etc. Woodridge, CG Middle... Sunday pm or Wed late morning – to work w/HS schedules.
- Coaches Clinic & Dallas - ABC National commission. Great experience & great clinic – long days & learn a lot from that.

New Business: Park & Rec Lacrosse wishes to petition CGAA to open division. Will come next month’s meeting [June]

- Eric Folsom stepping down from Hockey due to health reasons.

President: Dan Harrison

- To purchase TV. Verna to look up & verify amount motioned in previous minutes [done].
- Walmart, not discussed, yet.
- New Hockey president.
- Board members to have background checks. On NGIN up and running. 1x/year. USE the background check on the website vs. other sites. Can check on Gen Admin for listing. Need to get theirs in.

Vice President: Justin Langbehn

- Pay/NO play policy: what will show on website. Already on website.
- Created a donation/thankyou/tax receipt letter template. Not on website for public access – Q: how to access to those who need it. Request letter as “donation” tag through Tina. NOTE to treasurers. Tina to have and
- Main Board attendance procedure: [handout] minimum requirement attendance to host legal meeting. Gambling needs attendance or shut down as prior approval needs majority of votes. Attendance of 10 of 12 meetings/year attendance. Q: Consequence? Fines? To be determined on a case-by-case basis? A: Easy, but not effective, possible dismissal.
- Centralize Financial Assistance Program. Created for template - combination of divisions]. [Handout]. Challenge: storage? Prevent scamming? So Wash County Free-reduce-lunch program as a pre-approval process send out through education program – need to show letter received. **Justin to work on short/ abbreviated document & re-introduce next month**. Dan suggest each division budgets _\$/season. Each division should arrive at budget \$\$ allowed for financial assistance.
- Q: process for getting names for collection: names/amount/address/statements/etc. provide to Main. Division still has option to send to collection agency and pay % collection fee. Then maintain listing of offenders.
- Mud volley ball games? Mark Duffy to run this year.

Secretary: Verna Witzany

- MSP Verna Witzany, Dan Smoot. Accept last months’ minutes. No discussion..
- Secretary meeting prior to June meeting [6:30 p.m.]. Verna to send out reminder week before meeting. Each division to get emails to Verna.

Treasurer: Kim DeVaan

- \$240,226.70 account balance
- Main [-] balance, softball, spring [travel] soccer fees, baseball [12K] due... \$20K. Soccer should have [2] seasons of spring Rec, also, with travel soccer. Need to pay insurance & audit [\$9,000] and other bills.
- Q: send a statement? A: Yes, send statement to confirm headcount, then transfer to main acct.
- Q: good w/closeout accounts. A: all over by e/o months... Hockey: close [2] checks close; baseball [2] checks outstanding holding process. Void checks, re-issue checks w/note “due to acct change; softball: finishing up expenses; soccer: Tina to follow up w/Erin. Q: Dan: get done this week? A: yes, soccer... cosmetic change re:auditor request... internal will see diffence, they’re still at Anchor Bank; basketball: still have outstanding chekcs. Dan Bloomberg. DAN: players fees transferred tomorrow & pay. Mary: Gambling acct balance about \$40K. Mary to get to Dan [Wednesday] re:payment of Russell Associates. Q: negotiate fees? A: yes, could ask, but 2 years late in payment. Q: pay after finalization? A: Dan to call & ask, then if so, will issue check tomorrow.
- Moving forward each division will have “player” count [reference NGIN] and, if no objections, will bill each division.
- Pay audit 5.18. Upon getting Softball & Soccer, will pay insurance
- MSP pay operation 2500. Dan Bloomberg.
- MSP quart insurance 3,784.00 [liability, ... get refund fr: Kraus Anderson. 2nd Dan Smoot. Got umbrella policy. Saving 1500/year or so.

Bookkeeper: Tina Clark

- Not heard from audit
- Finishing details so auditors so they don’t need to ask
- Q: credit card – don’t know holder of # 1420 [Softball?]

Gambling: Mary Perren

- MSP Mary Perren, 2nd Dan Smoot. Change 4/2014 minutes to reflect payment to City of NewPort, MN of \$84.20
- MSP Mary Perren, 2nd Dan Smoot. Change 4/2014 minutes to reflect payment to NewPort AA of \$126.30

CGAA BOARD MEETING		5/18/14		
		Estimated gambling expenses for:	Jun-14	
LOCATION	AMSBG	FRANKE'S	PARK PLACE	CLOVERLEAF
RENT	\$1,750.00	\$3,000.00	\$1,500.00	\$2,500.00
PAYROLL	\$6,000.00	1800.00.	\$1,500.00	\$1,500.00
MISC EXP	\$2,000.00	\$1,500.00	\$1,500.00	\$1,500.00
OTHER	\$1,000.00	\$500.00	\$1,000.00	\$500.00
SITE TOTAL	\$10,750.00	\$5,000.00	\$5,500.00	\$6,000.00

COMBINED SITE TOTAL	\$27,250.00
STATE TAX	\$15,000.00
MONTHLY REGULATORY FEE	\$350.00
TOTAL ESTIMATED EXPENSES	\$42,600.00

MSP Mary Perren, Dan Smoot Motion that these estimated expenses be approved. No Discussion

TAX RETURN FOR MONTH & YEAR:	April-14	
Raffle Gross Reciepts	\$10,190.00	
Raffle Prizes Paid	\$5,160.00	
Raffle Net Receipts	\$5,030.00	Meat 833; Soccer Gold Plate dinner
Electronic Bingo Receipts		
Electronic Bingo Prizes		
Electronic Bingo Net		
Electronic Pull Tabs Receipts	\$14,553.00	
Electronic Pull Tab Prizes	\$13,563.25	
Electronic Pull Tabs Net Receipts	\$990.25	
Gross Pull Tab Receipts	\$371,799.00	
Pull Tab Prizes Paid	\$245,781.00	
Net Pull Tab Receipts	\$43,670.00	
Net Receipts	\$49,590.25	8 ½ Sales Tax
8.5% Tax	\$427.55	
Combined Receipts Tax	\$16,472.84	
Board Fee .01% of Gross Profit	\$396.54	
Total Taxes Paid this month	\$16,869.38	36% State Tax
Gross Profit After Taxes	\$32,720.87	
Total Allowable Expenses	\$27,458.72	
Profit	\$3,118.27	not great, but good that not [red]; 36% hurting; July back to 9% tax rate
Lawful Purpose Expenditures	\$3,219.92	
Profit for AMSBG	\$522.92)
Profit for Franke's	\$4,785.09) didn't pay NewPort Association
Profit for Park Place	-\$539.33)
Profit for Cloverleaf	-\$1,650.41)
	\$3,118.27	

MSP Mary Perren:	2 nd Geri Sutton: pay State of MN	\$16,869.38
MSP Mary Perren:	2 nd ... : pay City Of NewPort	0.00

MSP Mary Perren:	2 nd ----: pay Newport Athletic Association	0.00	
MSP Mary Perren:	2 nd ----: St Paul Park Athletic Association	0.00	
MSP Mary Perren:	2 nd Dan Smoot: pay YSB rent	\$1,441.19	
MSP Mary Perren:	2 nd Dave Blumberg: pay Century Link	≤ \$70.00	
MSP Mary Perren:	2 nd Verna Witzany: pay Soccer gold plate dinner proceeds	≤ 3,400.00	
MSP Mary Perren:	2 nd Geri Sutton: pay Soccer for May Raffle	≤ \$6,500.00	took in > \$10,000 w/prizes & gifts
MSP Mary Perren:	2 nd Geri Sutton: pay District 833	1,372.50	50/50 & Meat, less 8½% tax
MSP Mary Perren:	Softball 50/50 & Meat Raffle	\$457.50	

PT Sales	Apr-13	Apr-14	Totals	PT Sales	May
AMSBG	\$12,032.00	12,175.00	\$143.00	AMSBG	9,957.00
Franke's	\$11,067.00	14,865.25	\$3,798.25	Franke's	12,867.00
Park Place	\$1,610.00	5,980.00	\$4,370.00	Park Place	1,979.00
Cloverleaf	\$11,242.00	11,768.00	\$526.00	Cloverleaf	8,273.00
	\$35,951.00	44,788.25	\$8,837.25		33,076.00
		Sales up			Last years sales

Audit is back with no major issues

YSB Open House June 20th

Checkbooks balance: 68,811.33

Start Banks	
AMSBG	\$3,300.00
Franke's	\$5,700.00
Park Place	\$3,400.00
Cloverleaf	\$2,600.00
Bingo, Meat raffle	\$1,000.00
Totals	\$16,000.00

Totals to date				
March Deposits	Pulltabs	Meat Raffles	Bingo	E-Tabs
AMSBG	\$13,254.00			
Franke's	\$7,651.00			2767.50
Park Place	\$6,200.00			
Cloverleaf	\$9,644.00			
Totals	\$36,749.00	\$-	\$-	2767.50

Total
\$39,516.50

Raffle funds Balance Due	
Soccer	\$26,298.86
Softball	\$15,619.41
Baseball	\$5,750.23

Total	\$47,668.66
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Dan Smoot: Positive Coaching Alliance [handout] 3-year program

- Four hands-on workshop sessions to provide better experience for players.
- Proposing bringing in the organization & standardize our coaching experience w/in CGAA. Prior Lake ran the program & is successful.
- Will love to take the lead w/in CGAA & make better than surrounding communities
- Highly qualified personnel to lead program; could offer 2 double coaching to cover seasons; 2ndary 2-1 course or get parents involved in “life lessons” and winning on the fields.
- Q: How early? A: Like to start as early as July. Board [leadership] session, then coach session, then incorporate spring sports. Football board 100% behind.
- Q: 300 count? Where that came? A: average board = 8-10 people, plus coach number, then add some carry-over.
- Q: Mandatory? A: football, yes. All other? Maybe not. Q: Park HS? A: would love to introduce & invite PHS to attend.
- Q: Other programs similar: Impact coaching/Comparable programs, how does it compare? A: that’s a free, more a 1-time shot for couple hours. This program is progressive courses w/online resources, daily emails, newsletters that support, etc. This is progressive over time.
- Q: payment? A: annual basis. One-year = \$4950; Two-year and Three-year price structure. Looking at a longer term, advise the 3-year option to incorporate into culture.
- Q: what is - not bad for CGAA Gambling involvement... good public publicity & could afford [in July]... at eoyear, if not happy, then what...? Break into installments? Want to see Park HS on same page, too.
- Baseball: yes; Brad Strom & Bollback willing to put some funds toward it.
- Can host anytime we wish. Past volunteers get auto invite. Parents should be part of program.
- Figure out a way to introduce program into CGAA w/Gambling putting some \$\$ toward & split between divisions. 3- year is good. Any way to have a “mass overview” w/out buying too many books. YES, possible. Don’t cap it, but 125 is a “magic” number at “mass” setting, but nothing specific on max number attendance. Dan H. meet with Dan Smoot & Phil to collaborate and vote on financing – discuss w/each division and gambling. Similar to Park HS coaching program.
- Will VOTE on program. All divisions present to vote OR ...