

**Pirate Youth Athletic Association**  
**Board Meeting Minutes**  
**C-FC High School Commons**  
**November 16, 2014 at 7:00 p.m.**

1. Call to Order at 7:00 p.m. by President Zach Schmidtknecht
2. Roll Call (x denotes that individual was present):

<b><u>Board</u></b>		<b><u>Program Leads</u></b>		<b><u>Committee Chairs</u></b>	
Zach Schmidtknecht President	X	Dan Wicka Football		Jeff Mann Program Development	
Mark Brone Vice-President	X	Early (Buzz) Murty Wrestling	X	Steve Scharlau Policy	
Kalene Engel Secretary	X	Patrick Thorsell Boys Basketball		Larry Gabel Fundraising	X
Ben Adank* Treasurer	X	Randy Knecht Girls Basketball		<b><u>Administration</u></b>	
Jason Becker Facility Coordinator		Shelli Brone Volleyball		Tom Hiebert	

Also present was Jan Murty.

3. Approval of Minutes from September 22, 2014 Meeting: It was noted that the Badger/Gopher tickets were given back to Zach. Motion by Ben, second by Mark to approve minutes for the September 22, 2014 Board Meeting. No discussion. Motion passed 4-0.
4. Announcements: None.
5. Financial Report Review/Approval of Bills: Ben distributed a financial report. Bills included expenses for the website, 8<sup>th</sup> grade girls' basketball tournament expenses and entry fee for 7<sup>th</sup> grade girls state tourney (which will be reviewed for possible parent contributions as the tournament time approach). Kalene moved to approve the financial report and pay bills. Mark seconded the motion. No discussion. Approved 4-0. Ben will update the budget projections he distributed at the September meeting.
6. Review of Formal Organizational Structure of PYAA: Kalene contacted Robert Loberg of Loberg Law Office regarding incorporation and obtaining non-profit/tax-exempt status. Incorporation would cost around \$1,500 and the IRS filings for non-profit/tax exempt status would be an additional \$2,500. Discussion was had about possibly collaborating with other organizations—such as Booster Club and/or PTO—to allow everyone to benefit from the liability protection and other benefits of incorporation and non-profit status. Zach made a motion to authorize Kalene to initiate the incorporation process with Loberg Law Office, including the expenditure of funds to do so. Ben seconded the motion. No additional discussion. Motion passed 4-0.
7. Committee Reports:
  - a. Fundraising: A fundraising meeting was held at the same time as the Board meeting, in another location in the Commons. It was sparsely attended, despite the mass e-mail that Larry Gabel sent out in advance. Larry later reported that his main focus at present is to get a core group of volunteers set up to run the concessions for the upcoming basketball tournaments and to transition the concessions to the concession booth. He will also speak with Mr. Hiebert about getting storage space for PYAA supplies/food. Zach will talk to Barb LaDuke to see if she would be interested in assisting with concessions management.
    - i. Volunteers: Kalene reported that the VolunteerSpot link is up and running and seems to be easy to use, but people are slow to sign up. It was difficult to get volunteers for the afternoon shift for yesterday's hosted tournament. She suggested that a written handout

be distributed to all players via their coaches so that all parents were aware of the need to sign up. She will send a draft of a reminder to Zach once the wrestling tourney volunteer signup is ready and he will get it to the coaches for distribution.

- ii. Policy: No report.
- iii. Program Development: No report.

b. Policy: No update.

c. Program Development: No update.

8. Program Reports:

- a. Basketball (Boys & Girls): Although the majority of participants signed up at our sign-up night, a number of people signed up late and/or did not submit the required paperwork or fees. As of today, there are approximately 10 kids who have missing forms/fees. Kalene will send a list of these kids/missing information to Mark and he will follow-up with coaches.
- b. Football: No formal report, but the team did very well in the Morrie Miller League.
- c. Wrestling: Youth wrestling signup will be in early December; Jan will get back to the PYAA Board with the date. Kalene and Jan will discuss the wrestling tournament volunteer schedule and get it on the VolunteerSpot website. Booster Club still plans to do the concessions for the tournament; they should again be responsible for the insurance for that event.
- d. Volleyball: No report.

9. Communication:

- a. Pepin/Alma Congratulations: Zach suggested putting a small ad in the Buffalo County Journal, congratulating the Pepin/Alma football team for its state berth. All present were in agreement; Zach will coordinate.
- b. Other Public Relations: Zach also suggested that a recap on the youth football season and a "kickoff" article on the basketball and wrestling seasons should be submitted to the C-FC Recorder to keep the community apprised of the activities of the PYAA. All present agreed. Zach will work on both articles.

10. New/Other Business: When getting concessions, Kalene purchased a first aid kit as a sample to show the board. The Board had previously agreed that all teams should have a 1<sup>st</sup> aid kit. Kalene will purchase 12 additional kits for the remaining basketball teams and wrestling.

11. Adjourn: Motion to adjourn by Kalene; seconded by Mark. No discussion. Motion passed 4-0. Meeting adjourned at 8:19 p.m.

Respectfully submitted,

Kalene Engel, Secretary