



Board Meeting Agenda

September 10, 2023

7:30 PM, ZOOM

Our Mission: To provide the youth in the Spring Lake Park School District #16 attendance area the opportunity to learn and enjoy the game of fastpitch softball at a competitive level.

Our Focus: Teaching fastpitch softball fundamentals, promoting team play, improving individual skills and having fun in order to promote a life-long enjoyment of fastpitch softball.

Call To Order

1) Welcome & Role Call (Tanya)

Present	Board Member	Present	Board Member
X	Tanya Hartwell , President	X	Shelly Major , Player Development Director
X	Jeff Baskin , Vice President	X	Rich DiVito , Website & IT Director
X	Jen Rohds , Treasurer	X	Jodi Coleman , Brand & Marketing Director
	OPEN , Secretary		OPEN , Community Liaison & Fundraising Director
	OPEN , League & Team Schedule Director	X	Stacy Nugent , Director at Large
X	Derek Roe , Program Director		OPEN , Director at Large
X	Dan Berendes , Panther Classic Tournament Director		OPEN , Director at Large

**Board Quorum for Approval Decisions: 50% of filled roles required*

Additional Attendees: Kristi Cobbs, Josh Glood, Amy Bennett, Carlo Faccini & Mike Raymond

2) Approval of September Agenda (Tanya)

Any additions?

No additions; motion to approve as is

Motion: Jen

Second: Jeff

Motion Passed

3) Review and Approval of August Minutes (Tanya)

Any updates/revisions?

No additions; motion to approve as is

Motion: Jeff

Second: Jen

Motion Passed

Financial Updates

1) Treasurer's Report (Jen)

Review notable updates regarding monthly financials

Discussion Notes:

- Payments for Fall Coaches and Port-A-Potty are outstanding
- Jodi has incoming checks for Nationals Pins and proceeds from Twin Pines for Fall Spirit wear store

Next Steps: Nothing notable outside of standard monthly meeting prep; Jen to bring in Josh for shadowing

2) 2024 Financials Discussion (Tanya/Jen)

A couple of items I'd like to tackle before the end of Jen's term

- **2024 Budget:** I understand this hasn't been done in the last few years, but would like to revisit as I think it will help us better understand how we're tracking throughout the year, be more informed to make financial decisions as ad hoc needs come up, and plan for future needs.
- **Tuition Analysis:** Will be a helpful tool to help us be more informed and provide more transparency to families around where their money is going to each season (ie: general breakouts of categories like field space, administrative costs, uniforms, supplemental training etc...).

Discussion Notes:

- Aligned that we can use this year as a starting point in terms of number of teams and other financial inputs to use to develop a first pass
- It's understood that this would be a starting point and that we'll likely need to make adjustments as things come up throughout the year

Next Steps: Moving forward with a first draft of 2024 Budget and Tuition Analysis

Board Lead(s): Jen to lead and bring in Josh for shadowing purposes; Tanya is also volunteered to collaborate on this exercise

Timing: Aiming to have a first pass by October meeting

Old Business

1) August Meeting Follow-ups/Check-in (Tanya/All)

Quick touch base on action items/topics coming out of last month's meeting:

- Fall season is well underway; how's it going?
- Fall jerseys were distributed; any feedback?
- Fall pitching/catching clinics; how are they going?
- Fall Spirit Wear Store; how did we net out? Next steps for Holiday?
- Spring Feedback shared with Coaches & Families; any notable responses/feedback?
- Outstanding: Schedule Roundtable Discussion & Develop Agenda; propose September 25th or 26th via Zoom

Discussion Notes:

- Fall season seems to be going well; no notable feedback
- Parents seemed to like transparency of survey feedback; continue for future
- Kids are taking advantage of pitching/catching clinics; would be better to leverage HS fields for future to have easier access to equipment
- Support for getting Roundtable Discussion scheduled; leaning towards September 25th for an in-person meeting ideally with the option for a Zoom as well

Next Steps:

- Roundtable:
 - Secure location for Roundtable meeting
 - Communicate Date/Location to families
 - Develop agenda/into presentation for meeting
- Holiday Spirit Wear Store: Start scoping items we may want to include with Twin Pines; perhaps there is a unique “limited edition” type item

Board Lead(s):

- Roundtable: Tanya
- Holiday Spirit Wear Store: Jodi

Timing:

- Roundtable: Sept 25th (TBC)
- Holiday Spirit Wear Store: Plan to discuss in October meeting; get live by end of Oct.

2) Amended Board Roles & Responsibilities Vote (Tanya)

Updates have been made based on feedback received in the last meeting and ad hoc thereafter. If there are no additional changes, proposing a board vote to adopt the amended roles & responsibilities going forward.

No additional feedback; motion to approve as is

Motion: Rich

Second: Jeff

Motion Passed

Next Steps: Update Bylaws document on website

Board Lead: Rich

Timing: Before Roundtable discussion

New Business**1) Board Member Position Votes** (Tanya)**New Board Member Vote: Kristi Cobbs**

Kristi is interested in the Community Liaison & Fundraising Director Role (alts. At Large & Secretary)

No feedback; motion to approve as is

Motion: Stacy

Second: Jen

Motion Passed

New Board Member Vote: Josh Glood

Josh is interested in the Treasurer Role (alts. League & Team Schedule Director & At Large)

Discussion Notes:

- We can't officially vote Josh into the Treasurer role until it's time for Jen to roll off.
- Motion was made to vote Josh into and At Large role with the intent to take on Treasurer role in December. Josh will shadow Jen in the meantime.

Motion: Jen

Second: Jeff

Motion Passed

New Board Member Vote: Amy Bennett

Amy is interested in the League & Team Schedule Director Role (alts. At Large; will consider other roles as needs arise)

Discussion Notes:

- Amy shared she would like to prioritize being on the board over coaching for future. That said – should the need arise, she is still willing to consider coaching however that may impact how much time she's able to dedicate to board service. If it becomes an issue, we discussed we will look for solutions to support her/evolve her role if need be.

Motion: Jen

Second: Jeff

Motion Passed

Board Member Position Shift Vote: Stacy Nugent

Stacy is interested in moving from At Large to the Secretary Role (alts. VP once Jeff transitions off in Dec.)

No feedback; motion to approve as is

Motion: Jen

Second: Jeff

Motion Passed

Votes to come: Carlo Faccini (October Meeting) & Mike Raymond (November Meeting)

Next Steps: Update Website with new board member information

Board Lead: Rich

Timing: Prior to Roundtable meeting

2) Kyree Shaw Memorial Donation Discussion & Vote (Jodi)

Marissa's (a long time coach for SLPSA) brother Kyree passed away on 9/1. Would like to discuss and vote on making a donation in his honor. A GoFundMe has been established and the family also intends to set up a scholarship program for SLP students in his honor.

Discussion Notes:

- General support for the idea and sentiment that we'd like to donate to the family directly vs. using the GoFundMe
- In terms of previous precedent, we had donated \$500 to the Genia family when Katie's brother passed away last year
- Motion was made to provide a \$500 donation to the family to help with funeral costs

Motion: Jen

Second: Jeff

Next Steps: Cut check for \$500 to Shaw family

Board Lead: Jen

Timing: As soon as possible

3) Field Maintenance/Batting Cages (Jen/Tanya)

Discuss needs for once Fall wraps; Will did reach out on 9/6 to inquire about when our practices wrapped and said he'd get back to me on proposed timing for the batting cages

Discussion Notes:

- SLPSA is responsible for helping take down the nets; SLPHS Boosters are responsible for set-up in the Spring
- SLPHS is targeting Oct Wk 1 or 2 to take down the batting cage nets; TBD on if they will drop them or completely remove/fold. This will determine the number of volunteers we need to help.
- Plans in place to pain the dugouts; should be complete by Oct.
- Plans in place to repair space/replace the turf between the dugouts; should be complete by end of Oct.
- We'll need to discuss options for field maintenance (raking, chalking for league games etc..) next season as the person who currently does it is retiring.
- Jen also shared that Casey mentioned wanting to have the fields regraded every year by an outside company and have the grub spots in the outfield addressed. They are likely to ask SLPSA for a donation of \$500 - \$1000 to help cover field maintenance costs.
- We have a Gator (purchased in ~2021 for \$2500) stored in the shed behind the fields that is used often for things outside of the softball fields. We need to discuss usage going forward. (ie. training other SLPSA folks to use and how we want to handle it being used for things outside of Youth/HS Softball)

Next Steps:

- Once we get direction from the HS on approach/timing for batting cages, we'll need volunteers to help take them down
- Outline what currently is being done for field maintenance and potential options for how we might approach for discussion during our next meeting

Board Lead: Jen

Timing: Cages TBC; October board meeting discussion

4) Sports Engine Updates (Rich)

Updates on duplicate account clean up, new functionality and other tools to leverage

Discussion Notes:

- Rich is working with SE to scrub through the account list and clean up duplicates
- Rich also shared the new Season Management tools we can consider leveraging

Next Steps:

- Continue to work through clean up of duplicate accounts

Board Lead: Rich

Timing: Once fall is complete

5) 2024 Spring Season Tryout & Coach Identification Timing Discussion & Vote (Tanya)

Tryout Timing: Would like to discuss the possibility of moving Spring tryouts up to 3/2 – 3/3 (vs. 3/23 -3/24) to give us a little more breathing room to prep for the season and give us time to address parent feedback about early season training.

Note, this approach would be consistent with other organizations in our area including Coon Rapids, Champlin, Centennial (10U/12U – 14s in Fall), OMGAA, and ROSA to name a few. Andover, Cambridge, Soderville, and Forest Lake all do tryouts in Sept/Oct.

Discussion Notes:

- Confirmed that we don't currently have space held for either weekend proposed
- We've typically held during the end of March to give multi-sport athletes some breathing room between seasons
- Discussion that there is the potential for HS coaches to challenge older athletes participation while in other sports seasons; agreement that we may need to make some alterations to our guidelines if this becomes an issue
- Discussion around tryout times and how we can make adjustments to give families as many options as possible (ie. if 10U starts the day Saturday perhaps they have the later time slot on Sunday)
- Registration window will be adjusted to accommodate – especially knowing we're historically a late registering community.
- Motion was made to move forward with changing tryouts to 3/2 – 3/3 pending we can secure space. Exact details around logistics (timing, evaluators, process etc..) to be discussed at a later date.

Motion: Amy

Second: Kristi

Motion Passed

Spring Coach Identification: In an effort to address the feedback around coaches' input, would love to start the work to identify Spring coaches shortly after fall ends to allow time for that collaboration to happen. Understand we likely won't have all buttoned up in advance, but would like to endeavor to get as many as possible.

Next Steps:

- **Tryout Timing:**
 - Secure Tryout and Pre-Tryout Practice Location(s)
 - Communication to families (save the date email, FB post etc..)
 - Define Registration window (January?) Would also like to discuss early Board
- **Spring Coach Identification**
 - Coaches Outreach
 - Application up on website

Board Lead(s):

- Tryout Timing: Tanya
- Spring Coach Identification: Derek/Rich

Timing:

- Tryout Timing: ASAP – bring update to the board as soon as we have
- Spring Coach Identification: Start outreach end of September

6) Winter Training Discussion (Shelly/Tanya)

Provide updates on items already in process and discuss additional training opportunities we'd like to offer

- Pre-Tryout Prep Camp with Optimize (in progress – see below)
- Pitching/Catching Clinics
- All-Skills?

Discussion Notes:

- Once a new HS head coach is identified, it will be important to develop a relationship with that person and understand their training philosophy to help inform what we're looking to do here
- The benefit of identifying coaches early is that they can also participate in this as a training/development opportunity
- Motion was made to move forward with the 4-week prep camp option

Motion: Jen

Second: Rich

Next Steps:

- Circle back with Abby to confirm/finalize details
- Discuss communication plan; do we want to bundle this with Spring Season registration or keep it separate?

Board Lead: Shelly

Timing: Aim to finalize by October board meeting

Assumes Tryouts 3/23-3/24 (similar to LY)	Assumes Tryouts 3/2-3/3 (Proposed 2024)
<p align="center">Optimize Pre-Tryout Prep Camp</p> <p>4 Weeks (Weeks of 2/19 - 3/11)</p> <p>1x 1.5 hour session per week; Consistent day/time per week (Mondays or Wednesdays)</p> <p>10U & 12U; up to 20 players</p> <p>Optimize Costs* (6) Hours Rental: \$900 (6) Hours Training Fee: \$450 Total Cost: \$1350</p> <p>\$100 per athlete (need at least 14 to cover our costs)</p>	<p align="center">Optimize Pre-Tryout Prep Camp</p> <p>4 Weeks (Weeks of 2/5 - 2/26)</p> <p>1x 1.5 hour session per week; Consistent day/time per week (Mondays or Wednesdays)</p> <p>10U & 12U; up to 20 players</p> <p>Optimize Costs* (6) Hours Rental: \$900 (6) Hours Training Fee: \$450 Total Cost: \$1350</p> <p>\$100 per athlete (need at least 14 to cover our costs)</p>
<p align="center">Optimize Pre-Tryout Prep Camp</p> <p>6 Weeks (Weeks of 2/5 - 3/11)</p> <p>1x 1.5 hour session per week; Consistent day/time per week (Mondays or Wednesdays)</p> <p>10U & 12U; up to 20 players</p> <p>Optimize Costs* (9) Hours Rental: \$1350 (9) Hours Training Fee: \$675 Total Cost: \$2025</p> <p>\$135 per athlete (need at least 15 to cover our costs)</p>	<p align="center">Optimize Pre-Tryout Prep Camp</p> <p>6 Weeks (Weeks of 1/22 - 2/26)</p> <p>1x 1.5 hour session per week; Consistent day/time per week (Mondays or Wednesdays)</p> <p>10U & 12U; up to 20 players</p> <p>Optimize Costs* (9) Hours Rental: \$1350 (9) Hours Training Fee: \$675 Total Cost: \$2025</p> <p>\$135 per athlete (need at least 15 to cover our costs)</p>
<p><i>*Optimize Costs: \$150 per hour rental and \$75 per hour training; assumes SLPSA coach support to help run training</i></p>	

Wrap Up and Adjourn

Reminder: Next Meeting: October 15th at 7:30 PM

Stacy will be on vacation not able to attend Oct. meeting.

Motion: Jen
Second: Jodi
Motion Passed

Potential October/Future Agenda Topics:

- Rental Equipment (Inventory and Go-Forward Plan)
- Spring Uniforms (New Design, New Vendor, Roll Costs into tuition? Etc..)
- Review/Updates to Bylaws and Handbook
- Westwood Field Space

Appendix A | 2023 Board Meetings

Day	Date	Location
Sunday	January 22, 2023 @ 7:30pm	TBD
Sunday	February 19, 2023 @ 7:30pm	TBD
Sunday	March 5, 2023 @ 7:00pm	TBD
Monday	March 6, 2023 @ 7:00pm (Parent Meeting)	ZOOM
Sat/Sun	March 25 & 26, 2023 @ TBD (Evaluations)	NSC Expo Center
Monday	March 27, 2023 @ 7:00pm (Team Selection)	TBD
Saturday	All Teams must be registered on the BigWest Website	N/A
Monday	April 10, 2023 (Big West Schedule Meeting) – 10U/12U @ 6pm & 14U/HS @ 8pm	Medina Entertainment
Sunday	April 16, 2023 @ 7:30pm	TBD
Sunday	May 7, 2023 @ 9:00pm	TBD
Sunday	June 11, 2023 @ 8:00pm	TBD
Sunday	July 16, 2023 @ 8:00pm	TBD
Sunday	August 2, 2023 @ 7:00pm	Zoom
Sunday	September 10, 2023 @ 7:30pm	TBD
Sunday	October 15, 2023 @ 7:30pm	TBD
Sunday	November 12, 2023 @ 7:00pm	TBD
Sunday	December 10, 2023 @ 7:00pm	TBD

Appendix B | Important Dates

Event	Dates	Location
Big West Director Meeting	1/23/2023	Medina Entertainment Center

