The BYLA Board Meeting is the Third Sunday of the month at 7pm.

Located at Buffalo Heights Golf Course, 905 Central Ave. Lower level conference room. Next meeting: Aug 21, 7pm

All members are invited; however, a 5 day notice to the Secretary is required to be added to the agenda

AGENDA/MINUTES
FEBRUARY 20, 2022

CALLED TO ORDER AT 7:00 PM

Attendance Report
Board Members:
Present: Mike Swenson, Marisa Fergusson, Andrea Dyreson, Laura Neu, Amy Anderson, Jenna Eng, Stef Merz (Virtual) and Megan Webber (Virtual).
Absent: Katie Schmidt

President Report (Mike Swenson)
Discussion of skills night, good attendance, and lots of HS players helped out at skills night. Parkside gym is available for us to use for indoor space. Field space issue – Todd Lunning sent an email to Mike saying that we cannot use the Middle School Field this season. Discussion on board members attending the school board on February 28th to ask the board for additional field space. Mike is planning to send an email response to Todd Lunning asking for additional field space. The school board meeting is at 7:00pm. Discussion of numbers for registration so far. March 1st is the deadline for registration.

Vice President Report (OPEN POSITION)
No information to report.

Secretary Report (OPEN POSITION)
No information to report. Vote to approve last month's meeting minutes.

Treasurer Report (Katie Schmidt- **absent**)

1. Cash Balance (end of prior month): Actuals are unavailable at time of the meeting.
2. Expenses paid (prior month):
3. Estimated Expenses Upcoming (this month):
4. Income received (prior month):
5. Estimated Income Upcoming (this month):

Registration Report (Andrea Dyreson)
Andrea reports hiccups with the registration system on Sports Engine.

Boys Program Report (Stef Merz-virtual)
Discussion of teams for boys, season dates, tournament dates, optional tournaments, HS coaches.

Girls Program Report (Jenna Eng)

Girls clinics, 2 High School girls want to hold a free clinic prior to the season for registered players. Hoping to have a 8U and 10U team. MSLAX dates for registrations in March.

BYLC donated $3,000 to HS boosters for boys and girls. Discussion on payment for non-parent coaches and the amount.

Scheduling Report (Megan Webber)

Discussion on using Parkside gym for spring break? Indoor practice discussed. Megan checked with St. Francis and Buffalo Covenant and we cannot use their gyms. Discussion on field space for boys behind the tennis courts at the HS and1 field behind the stadium for girls. Rick Nuss award – Mike is taking this task.

Marketing and Uniforms Report (Laura Neu)

Uniform sizing at meetings and clinics. Rental equipment date is March 9th. Discussion on send out date at Civic Center. Boys need new chest protectors with new code (NOCSAEND200). Rental equipment RSVP is needed.

Field & Equipment Report (OPEN POSITION)

Discussion of fields opening in April. Discussion on painting the fields, board members help paint the fields, bring the nets to the fields, coaches' bags for each coach (we need to go through them and make sure they are set up). Discussion on purchasing a portable box net, cost is $220.00, they can be used for the free clinics, fishing clinics. Laura proposed to get 2 nets, Jenna agreed.

Fundraising Report (Amy Anderson)

Discussion on rescheduling Beer Bust so it's not over spring break (scheduled for April 16th), offer to pre-pay and pay at event. Needs sponsors for the sponsor shirt.

Volunteer Report (Marisa Ferguson)

Discussion of required volunteer hours needed from parents. Volunteer duties include score table, clock and set up table and chairs at each game. Teams need a manager. Volunteers for field set-up.

New Business

The following association members were in attendance: None.

Open Board Positions, email out descriptions of each board position. Discussion on committees outside of board members.

Meeting adjourned at 9:00 pm

Appendix A: Board of Directors, Club and Designated Representatives Responsibilities

President:

a) Chair meetings at club level. Oversee all general club functions. Attend governing bodies meetings and any other mandatory Lacrosse meetings.

Vice-President:

a) shall assist the President in the performance of his/her duties
b) the Vice-President shall act as the President in his/her absence
c) responsible for reporting activities of the club to respective club volunteers, and for providing guidance and support to those volunteers
d) representative of respective club volunteers

Secretary:

a) shall keep a complete record of all meetings of the Association and of all business and correspondence transacted there, with meeting minutes distributed within one week of such meetings.
b) shall ensure all statements, lists or other reports are filed as required by the State of MN or other regulatory bodies
c) shall turn over all files, communications and documents pertaining to the affairs of the Association to their successor
d) shall be responsible for notification of the Executive for the Executive Committee meetings.

Treasurer:

a) oversee handling of all the Association funds, writing of checks, bank deposits, etc.
b) shall maintain a continuous record, which must be kept up to date. They shall prepare, or have prepared, statements in the form of a balance sheet for the Annual General Meeting
c) Upon leaving the position they shall turn over all books, papers, vouchers, invoices, cash and control of bank accounts to their successor or the President.

Registrar:

a) shall be responsible for the proper registration of all players in the Association. Coordination of registration includes preparing online registration sessions
b) responsible for the records of all registered players, and passing the registration information on to BYLC and the Division Coordinators
c) works with the Treasurer and turns over all registration fees collected immediately.
d) shall provide reports of the total number of players registered as required by the Board including final annual report.
e) update membership lists.
f) keep individual file copies of Birth Certificate and Registration Forms for each player.

Fundraising:

a) shall provide the Association with support for duties with regards to treasury, fundraising and general organization activities.

Equipment & Uniform Manager:

a) responsible for the distribution at the beginning of the season and the collection at the end of the season of all Club uniforms, goalie equipment and other Association gear.
b) reports necessary purchases to the Board, is advised by coaches, coordinators, etc. of any repairs required during or after the season, and arranges for repair or replacement
c) arranges for off-season storage of uniforms and other equipment