



MINUTES

Buffalo Lacrosse Club Minutes

Date | time 01/22/2023 7:03 pm | *Meeting called to order by* Jenna Eng

In Attendance

Jenna Eng, President - (OPEN, VP) - Erica Wurm, Secretary - Kurt Timm, Treasurer - Amy Anderson, Fundraising Coordinator - Marissa Ferguson, Volunteer Coordinator - Tiffany Dixon, Marketing - Stef Merz, Boys Director - Brian Anderson, Field and Equipment Coordinator - Mark Lemen, Scheduling Coordinator - (OPEN, Registration Coordinator) -

Approval of Minutes

The minutes were shared from November and approved (Jenna, 1st motion; Marissa, 2nd motion).

President's Report

1. Still looking to fill VP & Registrar roles
 - a. Also need to start thinking about a President, Girls & Boys Director for next year.
 - b. Jarod Krueger is interested in Registrar & coaching 12U per his registration
2. Old National Bank debit cards will be mailed to our home addresses for Kurt, Lori & Jenna
3. Is a Play for Free day still possible?
 - a. There aren't a ton of indoor spaces available, need to settle the invoices from last year before we can book school space.
 - b. The Buffalo movie theater is being gutted and there is talk of this becoming a community center and we can look at more space options next year!

Secretary's Report

1. We received a letter on sales tax exemption saying we were approved. Kurt got it from the mail and will send a copy to Erica & Jenna
2. Application to register as a non-profit in MN is still pending (>60 days, Erica is going to follow up for status) -- still pending

3. Taxes have been filed for 2019, 2020, & 2021. 2022 will be filed in August/September 2023. Copies have been submitted to the attorney.
4. Several pages on the website have been updated incl coaches corner, camps/clinics, equipment, concussion information, main page, and boys/girls pages.

Registrar's Report

1. Registration (spring and summer) are posted and a few people have registered for spring – SEVEN total.
2. All codes are out, confirmed everyone has what they need.
3. Coach and Junior Coach registration are also posted and include requirements for Level 1 certification for tracking purposes. Focus on compliance this year!

Treasurer's Report

1. Lori had sent the P&L but she saved it in DropBox – we can't access
2. We need to switch over the BYLC storage unit – it is currently set to auto withdrawal from Wells Fargo; Storage was rude to Lori and wouldn't help her. Kurt is going to try and contact them.
 - a. Need to look at an alternate storage option; Kurt suggested the storage behind Norms. Lori needs to move money back to Wells Fargo to ensure we have payment for the auto withdrawals.
3. Kurt is still in need of access to QuickBooks – when he tries to log in, it sends a code to Katie (prev treasurer) – Kurt can connect with Stef to reach Katie to get log in coordinated.

Boys' Director Report

1. Stef needs to register our BYLC Association with GNLL for \$500 to secure our spot in the league by February 17. By March 3rd she needs to register teams.
 - a. Registration asks for our physical address, confirmed it should be our PO Box and/or Erica's home address.
 - b. GNLL prefers checks for payment so Stef will get Lori a check request.
2. A Box team would need to be registered by 2/17; 4 people have expressed interested. Athletes who played 12U or 14U last year received information about the Box league, Stef will send a second note to confirm.
3. Boys spring tournament is June 3rd & 4th which is one weekend earlier than previous years.
4. Stef is going to check in with past coaches and confirm if they are going to play and/or coach again this season.
5. Equipment rental: in the past we have had players go online and complete a registration including their sizes. Erica & Stef had discussed setting up one day for players to come and try on equipment and renting the appropriate sizes (to avoid them picking the wrong size online for the registration). Equipment rental will be open to boys & girls 8U and 10U

Girls' Director Report

1. Hosting 2 teams (U14 & High School - 8th Graders) at the MN Elite Cabin Fever tournament — all payment made directly to MN Elite; Insurance covered by MN Elite as well. Will have 1 coach: Hattie Pool for the U14 team.
2. 14U team will be playing at the HS level - BYLC will likely NOT offer a 14U team this spring but will plan to field a team in Summer.
3. MSLax still has not posted their dates for season start/end & registration.
4. Looking at a few add-on / included tournaments; need to review impact to insurance and cost.

Scheduler's Report

1. March 5th: Mark is attending the schedulers meeting with GNLL for boys scheduling. Will need to have field availability prior to this date from Todd Lunning.
2. Has been in contact with Megan and they'll be meeting in the next week to discuss tasks and answer Mark's questions. All we need to know is what Mark has to have prepared before he attends the meeting.
3. Todd Lunning isn't able to confirm any field space until we pay past due invoices (Jenna emailed Todd to get copy of invoice – Kurt is also going to reach out to the Community Education Secretary/Billing)
4. Haven't been able to get ahold of anyone useful in Hanover for field space (Hoping to plan a U10/U8 field space in Hanover)
 - a. The field Brian was thinking was at Settlers Park – we do not believe anyone is using the field in the spring/summer. We likely need to reach out to Hanover Athletic Association for field rental options.
5. BAC is not option for indoor space for Play for Free Event; unable to secure any other locations for play for free days
 - a. Once a payment is made to the school we can coordinate an elementary gym space. We'll also plan for Bring-a-Friend to practice later in spring as well.
6. Likely need to meet - Jenna, Stef, Brian & Mark - later in the week to solidify more details
 - a. We'll meet via Teams / Zoom later this week.

Field and Equipment Report

1. Brian has repaired the field box and added a shelf
2. Purchased 960 balls, 2 portal creases & 2 portable goals, and shoulder pads
3. Reminder that if we end up practicing at the high school field again, we need a fence up to prevent balls rolling into the weeds.
4. Jenna asked Brian to purchase bungees, zip ties & some basic tools to keep in the shed for use there and/or at events.
5. Confirmed we should order the strings for Max Wurm to restring the stringless heads that were in the shed – Jenna will order and get to Erica.
6. Confirmed we should have all other gear for rental & goalies for spring season!

Marketing Report

1. Flyers have been made & will be distributed to schools this week.
2. Still reviewing alternate options for apparel; will send update to the board with options
3. Tiffany will work on putting FB events on the BYLC page for reminders to the BYLC community
4. Need to confirm options/plan for Paid Coaches (From HAA donation)
 - a. Discussed the option of having 'skills' practices/events run by a higher paid coach in addition to having our standard HS player & parent coaches.
5. Need to confirm uniform details from supplier - are we able to order same uniforms (we should be!) and what is the timeline to order? Also need to get a sizing chart to add to registration page.
 - a. Sizing chart was sent to Erica tonight to add to registration
 - b. Jenna/Stef have emails about uniforms – in the past we got them in
6. Need to confirm BladeShark account and post to social media & website.
 - a. Tiffany should have gotten an email with login credentials today.
7. StringKing 20% apparel - this is approved, pending response from SK.

Fundraising Report

1. Spring Sponsors are expiring. Time to renew Gold Sponsors (\$500) & start talking to sponsors / potential sponsors to support the spring season.
 - a. Amy will provide additional detail on which sponsors are expiring and when for additional action to be taken.
 - b. Donation receipts need to be sent out for 2022 tax year.
2. Confirm Spring fundraiser: Confirmed we should plan to forgo the beer bash this year. (Unanimous vote of attendees). Discussed Huikos fundraiser where the kids can be active participants. Need to discuss additional options when a larger quorum is present.

Volunteer Report

1. Discussed launching a DIBS program for 2023.
 - a. We can track this within Sports Engine if we upgrade our SE account. Then it would be tracked by team by the coach/manager.
 - b. If we were to roll out DIBS for this year:
 - i. We need to add a note to registration asking parents to acknowledge DIBS will be required.
 - ii. Discussed requiring 2 hours of volunteer time per family and \$100 check to be supplied before season starts.
 - iii. Need to create list of tasks and confirm how we will track – Stef was going to look at SE options, Jenna offered to create a table to track

Old/Pending Business

- 1) Sponsorship Review/Audit
- 2) Venmo - who is owning setting this up?
- 3) Review of Bylaws was completed; need to confirm date/time for voting members approval (likely February Meeting)
 - a) Voted and unanimously agreed to plan to vote in February; Jenna will get with Erica about drafting the edits and sending to the BYLC members.

New Business

1. Sponsor Shirts: yes, we do want to do one but need to discuss the potential cost, when it would make sense to do them; additional conversation tabled until February meeting.
2. Dibs Program – notes above
3. Code of Conduct review to happen post summer season; to revisit in future meeting.
4. Potential Committee Development
5. Preparation for Parent Meeting – updating info, what to include, etc. Revisit February.

Announcements

Next Meeting

02/19/2023 7pm, OutDo Work, Buffalo MN.

Motion to adjourn was made at 9:00 p.m. and was passed unanimously.