

MMGS Meeting Minutes

September 13, 2018

Start Time: 5:54 PM

Miramar College Room J233

Meeting called by: Brian Walker, President

Type of meeting: Formal

Facilitator: League President

Note taker: Angie Valdez, Secretary

Attendees: Brian Walker, Cherie Walker, Mike Greek, Katrina Rotundo, Angie Valdez, Joel Atwood, Amber White, Hipolito Valdez, Pete Rios

Minutes

Agenda item: President Report

Presenter: President

Discussion:

- President attended USA Softball meeting. At said meeting president spoke with other league presidents. It was discussed the influence of social media specifically of a local league and Geo location adds on Facebook that have helped boost their league registrations.
- The USA Softball Yellow Book was presented at USA Softball Meeting and changes are made as needed by their committee. President sees this as a good idea for MMGS to form a Bylaws Committee involving parents, a lawyer and board members.
- There will be a USA Softball Conference in Anaheim on November 18th. This is all inclusive for anyone who wishes to attend. USA Softball will also host Coach Clinics at Rob Field TBA.
- President also attended MM Recreational Council Meetings this past Tuesday 9/11. At said meeting the 3Roots Project continued to present the community development plan in MM. There is a layout of the Sports Plex and it was encouraged if interested to attend a meeting (2nd Tuesday of the Month) to see the picture and layouts or visit their website. There will be 5-6 baseball/softball fields with dirt infields and lights. This campaign is projected to be finished in 2022.
- MMGS will be taking part in the MM Street Fair on October 6th from 10am – 5pm. Board Members will be asked to help take on 2hr shifts to help at the booth. All Spirit wear will be handed out at the booth. President asks if each BOD can donate a case of water to hand out or sell at the street fair.
- Fall Ball is underway and going well. MMGS has fielded one 10U Team of 17 girls.
- Cutting costs wherever possible is necessary e.g. Umpire Fees: the standard rate for an umpire per game is \$50. Plans to inquire more information on having MM Varsity HS Girls to volunteer time as community service to the league and umpire younger divisions or pay them at a reduced rate. Proposed to speak with Athletic Director of HS, HS students often look for community service hours to fulfill HS graduation requirements.

Action items

- ✓ Provide North County San Diego Commissioner from USA Softball a roster of all BOD and contact emails
- ✓ Create a BOD Shift Schedule for booth at MM Street Fair
- ✓ Inquire to speak with MMHS Athletic Director in regard to community service arrangement with HS Girls Softball Players and MMGS

Person responsible

Secretary
Secretary
President

Deadline

ASAP
ASAP
ASAP

Agenda item: Vice President Report

Presenter: Vice President

Discussion:

Vice President has been speaking with members on MMYB. MMYB BOD is willing to meet with MMGS to discuss anything in regard to promoting youth sports and collaborating to boost registrations in our community.

Action items

- ✓ Set-up time and place to meet with MMYB

Person responsible

Vice President

Deadline

ASAP

Agenda item: Secretary Report **Presenter:** Secretary

Discussion:

- Administrative items: all MMGS BOD will have an email for their position for all MMGS related correspondence. Passwords will be kept on file. These emails will be later passed onto next board members should they need to refer back to any information related to the league.
- Board members will be using Google Calendar via the emails for all important dates everyone should have access to edit and add events to the calendar. Any issues please contact anyone one of the Executive Board Members.
- Emails will be answered as they are received to the general MMGS email and forwarded to board members dependent on topic of email likewise all mail in PO Box will be reviewed weekly. Key will need to be picked up by previous secretary.
- Access still needs to be granted to Secretary and Exec BOD on Sports Illustrated to be able to email registered players.
- Dropbox will be used to organize all forms and important documents pertaining to the league. File folders will be created with access for each board member soon.
- Resolution for setting date and time and place of regular board meetings. It was discussed and agreed upon MMGS BOD monthly meetings will be held on the third Tuesday of every month from 5:30PM – 7:00PM, location will be confirmed with Denise if Miramar College Rec Room is available.

Action items	Person responsible	Deadline
✓ Pick-up PO Box key from previous Secretary	Secretary	ASAP
✓ Calendar event updates	Secretary/Web Master	ASAP
✓ Confirm on availability of location for MMGS BOD Monthly Mtgs	President	ASAP
✓ Grant Full Admin Access to Exec BOD for SI Play	Admin User/USA Softball Liaison/Treasurer	ASAP
✓ Create File Folders in Dropbox for Board Members	Secretary	ASAP

Agenda item: Treasurer Report **Presenter:** Treasurer

Discussion:

- Monthly reporting of savings and checking accounts. Currently in Checking: \$8,371 and Savings: \$1,500.
- There are a few outstanding registrations from Spring 2018 and Fall 2018. Registered members have been contacted for payment options.
- A bill and late fee have been received by Site One Landscaping, this account will be reviewed, and previous VP may be contacted for clarification.
- The 2017-2018 Financial Turnover Audit is still in progress
- Bank authorization transfers have been complete to new Executive Board Members
- The MMGS Budget Proposal was presented at meeting; the proposal will be emailed to everyone and will be voted on via email for approval
- Treasurer would like to note the excessive fees MMGS pays with our current banker. Treasurer will report at the next meeting with other banking options for MMGS accounts. President motioned to vote on new banking options for financial transfer at next BOD Mtg, Webmaster 2nd motion.

Action items	Person responsible	Deadline
✓ Continue to contact parents with outstanding registration fee \$ due	Treasurer	ASAP
✓ Resolve outstanding bill with Site One Landscaping	Treasurer	Immediately
✓ Inquire and present different Banking Options for MMGS, Item to be added for Vote at next BOD Mtg	Treasurer	Next BOD Mtg
✓ Financial Turnover Audit of previous year to be completed ASAP	Treasurer	ASAP

Agenda item: Other Board Member Reports **Presenter:** BOD

Discussion:

- **Assistant Tournament Director** – President stated Runway Classic Ad needs to be added to the USA Softball Blue Book, date and fees need to be decided. President (former tournament director) will pass on all tournament contact

information to VP and Asst. Tournament Director. Assistant Tournament director at this time motioned to remove the lifetime ban issued last Spring 2018 on 8U parent on the grounds that previous MMGS BOD failed to follow protocol pursuant to MMGS rules and regulations document section 5.15 in regard to having a proper hearing with the accused, accuser, and witnesses. PR Coordinator 2nd motion to remove the ban. Item will be added to next BOD meeting for a vote. Snack Bar Coordinator asked for further information on the incident, President explained the allegations and what was done by previous BOD.

- **Parent Representative** – Parent Rep stated “Nothing to Report” (NTR). Secretary recommended Parent Rep perhaps type a letter to MMGS Parents introducing his position and availability to the parents this letter can be sent to Fall registered families and future Spring families. Parent Rep agreed. PR Coordinator made the comment of featuring BOD Members on social media for followers to view.
- **PR Coordinator** - Request made to Webmaster and BOD for access to all social media accounts for marketing purposes. Secretary request for MMGS Exec BOD to have access to social media accounts for publicity, answer social media messages, and post regularly on these sites to promote MMGS to the public. President asked if PR Coordinator can work on a logo that will be the primary logo used for MMGS. PR Coordinator to present logo designs at next meeting for vote. PR Coordinator will be working on a business cardstock card option as flyers for Spring 2019 and will work on Runway Classic Blue Book Ad once information is provided.
- **Snack Bar Coordinator** – Request for PayPal information. Treasurer will provide information to Snack Bar Coordinator when available. Scheduled Snack Bar shopping date for 9/22 with Treasurer. Review Health Codes and Protocols for Snack Bar. Possibility of selling pizza on game day. Snack bar will open twice during the Fall Season.
- **Uniforms**- Fall 2018 uniforms check reimbursement given to Treasurer due to not having access to banking to pay for order. Padres Uniform meeting dates will be coming up in October. A representative from MMGS needs to attend this meeting. A \$100 deposit for Padres softball night will have to be submitted. President motioned to review the status of Uniform Coordinator as no one has heard from elected person. Treasurer 2nd motion. Asst. Tournament Director asked if member in question has been contacted via phone and email. Treasurer says she has tried contacting member on multiple occasions and expected a proposal for Fall 2018 uniforms with no response. Secretary will send final email to Uniform Coordinator if still interested in the position.
- President announced he would like to emphasize the importance of attending the monthly BOD Meetings. Failure to attend 3 consecutive meetings with no reason may result in a review of board members position status.
- **Web Master**- Request for pictures, all season pictures feel free to forward them to Webmaster’s email to be posted on website and social media.

Action items	Person responsible	Deadline
✓ Parent Rep to create a letter to MMGS families & send to Secretary to email	Parent Rep	ASAP
✓ Create a primary MMGS logo design. Item to be added for Vote at Next BOD	PR Coordinator	Next BOD Mtg
✓ Create Spring 2019 Flyer and Runway Classic Blue Book Ad	PR Coordinator	Next BOD Mtg
✓ Request for passwords to Social Media sites (Facebook, Instagram)	Webmaster/Admin User	ASAP
✓ Reach out to Uniform Coordinator via final email	Secretary	Immediately
✓ Add Item for Vote at next BOD Mtg on the Removal of ban on MMGS parent from July 2018	Secretary	Next BOD Mtg

Agenda item: Review of Current Bylaws **Presenter:** President

Discussion:

- Asst. Tournament Director motioned to table this agenda item due to time limitation. President 2nd motion. Tabled for next month’s meeting agenda.

Action items	Person responsible	Deadline
✓ Add Item to next BOD Mtg Agenda	Secretary	Next BOD Mtg

Agenda item: Appointment of Umpire in Chief **Presenter:** President

Discussion:

- Per Bylaws an Umpire in Chief must be appointed no later than the end of December of the current year. MMGS has received emails for the nomination of 10U Asst. Coach J.H.. 1ST nomination submitted by USA Softball Liaison and 2nd nomination by Member At Large. President will contact nominee to see if interested in the position and will bring it to a vote via email by the BOD.

Action items	Person responsible	Deadline
--------------	--------------------	----------

✓ Contact nominee for UIC President ASAP

Agenda item: Online League Management Software & Website **Presenter:** President

Discussion:

- Treasurer reports one of the league's biggest overhead expense is SI Play registration membership and website. Estimate of \$1,800 in fees.
- President agrees to explore other options used perhaps by other leagues i.e. Home Team Online, Dick's Sporting Goods league websites etc. Perhaps find a website that also accommodates registration.

Action items

- ✓ Look for other online league management options for MMGS

Person responsible

President, Webmaster, USA
Softball Liaison and Registrar

Deadline

Next BOD Mtg

Agenda item: Spring Registration Discounts **Presenter:** President

Discussion:

- Spring Registration will open on October 1st. There will be the following promotions/discounts for registration:
- 40% off Full Registration if paid in full, from October 1st – 31st, 2018.
- 25% off Full Registration fee if paid in full, from November 1st – 30th, 2018.
- Vouchers emailed for 50% off Spring 2019 Registration to MMGS families whose daughter we were unable to field a team for in Fall 2018.
- Returning Players discount of 10%, bring a friend 10% off friend's registration as well.
- Military Discount of 20% off at registration

Action items

- ✓ Look over Spring 2019 SI Play Test Registration Form draft

Person responsible

Executive Board

Deadline

ASAP

Other Information

Observers:

None

Resources:

Copies of Mtg Agenda, MMGS Bylaws and MMGS BOD Duties & Responsibilities documents were handed out to all attendees at meeting. Bylaws and MMGS BOD Duties & Responsibilities doc can also be found on MMGS website.

Closing Announcements:

- Preparation for Spring 2019 Season and future planning will begin at next BOD Meeting
- Next Tentative MMGS BOD Meeting 10/16/2019 from 5:30pm – 7:00pm

Adjournment: 7:20 PM