

MSLax Meeting Minutes

April 12th, 2019

Roll Call – Julie Carlson, Ryan Sandell, Jessica Jurovich, Will Sutton, Ed Neu, Kurt Brouillet, Kathy Flink, Maria Slusser, Peter Robson, Laura Childs

Reports:

President – (Julie)

Vice President – (Ryan)

Treasurer – (Will)

- Treasurer Report (see page 3)
 - \$452 returned check from a team with fee has been pushed through
 - Discussed report with all board members. No discrepancies noted.
- Audit report - Erich Heneme
 - Agreed upon procedure audit was performed
 - Thorough review of the treasurer's report in the meeting minutes
 - Budget actual discussion
 - Note anything unusual
 - Go through disbursements
 - Documentation of disbursements needs to be better
- Detailed reports desired from board members from Will & how to resolve audit items suggested

Secretary – (Jess)

- Approve meeting minutes
- Julie proposed approval of meeting minutes from March, seconded by Peter, approved by all

Director of Member Services – (Kurt)

- Cottage Grove play down waiver
 - 14U player wants to play with the 12U who has never played before
 - Cottage Grove does not have a 14U team
 - Proposed that the player could join the closest association with an age appropriate team, could contact the high school team to see if they can accommodate the player
 - Kurt will email the Cottage Grove director
- ACYLA has absorbed OPC 10U and 12U
 - Will need to have approved non-community waivers showing both teams approve
 - Ed will email the appropriate contacts

Director of Events – (Kathy) *** Add notes from papers

- Spring tourney status - June 1st-2nd
 - Fields - 4 fields (120yds x 55yds) and 2 smaller fields (100yds x 50yds)
 - \$150/hour/turf - 2 turf fields
 - Budget update
- Summer tourney budget update
 - Kathy and Julie walkthrough on Friday with Woodbury

Director of Rules, Policy & League Operations

Director of Communications, Marketing & Media – (Maria)

- T-shirt design contest
 - Closes on 04/15/2019 at 9am
 - Non-winners can re-submit for summer

- Neon colored shirt - possibly lime green
 - Summer contest - Maria will work on dates and will have the design ready by July 1st
- Director of Lacrosse Development – (Laura)

- Spring Valley 18U team would like to play in the 18U Summer League
 - Will need to follow bylaws and play fees
 - Proposed by Peter, seconded by Kurt, approved by all

Old Business:

- Google Team Drive - Laurie
 - Will be tabled to a future meeting date
- More teams not playing spring league who want to play in spring tourney
 - Not going to be allowed this year
 - Will consider for next spring, would need to create separate bracket for those teams

New Business:

- Proposed USL CEP summer date: June 9th
 - Will need to change P&P date on required coaches certification
 - Try to get level 1 and 2 same day
- Verify topics needed communicated by email to program admins (items we should have communicated at proposed coaches meeting)
 - Communicate about team rosters
 - Game change information
 - Advertise the website
 - Maria will send out a newsletter with necessary information
- Peter needs help marketing 18U summer league
 - Send to coaches association
 - Julie to send through Arbiter
- Scheduling meeting for summer
 - Julie will look for a venue
- Team rosters from USL Membership database or age coordinators obtain from teams playing & place on Team Drive
- Rochester & Grand Rapids player-coach/PCA clinics on March 17th and April 13th results.
 - About 50 players and 14 coaches
 - Expenses for Patrick and Krista: \$0.25/mile outside of the 25 mile radius of metro area, \$25/hour for coaching, hotel fee
- Discussed how much coaches will be paid for coaching at clinics and leagues
 - \$30/hour proposed certified college or above coaches
 - \$25/hour for non-certified college or above coaches
 - \$20/hour for high school player coaches
 - All proposed by Peter, seconded by Kurt, approved by all

Announcements:

None

Next Meeting: May 19th at 6:30pm at Toro Company

April 14, 2019

MSLax Treasurer's Report

1. Financials (as of 3/31/19)

Wells Fargo Checking (on 2/28/19)..... \$103,832.10

Deposits (fees for spring/summer)..... \$ 37,159.10

Withdrawals \$ 8,823.58

Wells Fargo Checking (on 3/31/19)..... \$ 132,167.62

Wells Fargo Savings (on 3/31/19)..... \$ 30,118.06

Arbiter Pay Account (on 3/31/19) \$ 8,168.02 (no change)

Total Balances on 3/31/19

\$ 170,452.70

Last month:

\$ 142,118.22

2. Monthly Withdrawals (Expenses) Summary for March, 2019

a. Field Rental (Champions Hall) \$2,580.00

b. Equipment \$2,898.72

i. 6 Rage Cages = \$1908.00

ii. 11 Scoreboards = \$928.07

iii. Balls for coaching clinic = \$62.65

c. Pre-season & Winter Clinics expenses \$2,648.11

i. T-shirts = \$770.19

ii. Coaching = \$1775.00

iii. Travel reimbursement = \$102.92

d. Admin \$ 696.75

i. QBO = \$24/month

ii. iStorage start-up costs = \$220.75

iii. 1 returned check and fee = \$452.00

3. Taxes/Non-Profit status

a. Tax-Exempt: MN Form ST16 for Minnesota State Tax Exempt filed 12-26-18; ~90days to approval

b. 2018 federal tax form IRS 990 and Schedule A filed

c. MN Nonprofit information form filed

4. Other Treasurer's activities

a. 2018 Financial Audit

i. HBCS initial review; audit items selected; documentation provided.

ii. Per ByLaws: Complete by 3/31/18, and report issued to Board

b. Summary of paid/delinquent accounts for Age Group Coordinators (April)

c. Financial guidelines for procedures (May)