

MINUTES

Andover Baseball Association

Monday, December 12, 2022, 6PM

Board members

In Attendance **BOLD** Gina Calistro - President | John Stevens – Travel Director | **Stephanie Wallin - Treasurer** | Dan Salava – Equipment Director | Kerri Riechers – Scheduling/Umpire Director | Olivia Pizinger – Volunteer Director | Ray Koppes – 9-12 In-House Director | Steve Erlandsen – Tball – 8U Director (via phone) | Sara Orhn – 13-21 In-House Director | Jessica Bayer – Uniforms Director | Kelley Graves – Registration Director | OPEN – Marketing & Fundraising Director | Megan Moore – Communications Director | OPEN - Vice President | OPEN – Tournament Director

Time	Item	Owner
6pm	Welcome	Gina
	Community rooms at Community Center have been booked for the next several months. There is no cost to us for using them.	
	MOTION: by Sara Orhn to approve November 14, 2022 meeting minutes, second by Steve Erlandson	Board
6:30pm	Vice President: VACANT	Board
	Treasurer:	
	<ul style="list-style-type: none">• Review treasures report, motion to approve by Sara, seconded by Olivia• Two volunteer checks were written for the wrong amounts, will reach out for new checks otherwise cash them and take the loss.	
	Communications:	
	<ul style="list-style-type: none">• Communication is now able to be sent with Sports Engine, up to 7,000 emails at once.• Continue Wednesday emails again to streamline; send any info by Tuesday at noon.• Google Drive shared drive has been created.• Sent an email to travel coaches asking for assistant coaches by the end of the year. (need Trusted Coaches)• Advertising: Andover Today city newsletter, website and social media, posters and flyers are at print (6,000 flyers) will be dropped off at schools for distribution. Metal banners will be	

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	<p>replaced with heavy duty vinyl banners, 4x8 full color \$125-\$160 depending on weight of vinyl.</p> <ul style="list-style-type: none"> ○ MinuteMan Press has been quoting our work and are cheaper than Fast signs. ● MOTION to approve marketing budget not to exceed \$4000 by Sara Orhn and second by Jessica Bayer. 	
	Registration:	
	<ul style="list-style-type: none"> ● Working with Sports Engine on registration templates, there is a bug in previous years so we cannot copy. May need to be rebuilt. ● In-house coach discount – refund will be easiest instead of monitoring each registration. ● Grade level listed across the board for travel and in-house. 	
	Uniform:	
	<ul style="list-style-type: none"> ● Working with P5 on lead time, Scott is telling is 3 weeks turnaround. Working on mockups for art, when that is received it will be sent via email. Planning for a try-on date in early January. ● Custom Apparel – team store options. ● Waiting for some responses from Rebyl on uniforms costing and availability. Planning to order in February. 	
	Equipment:	
	<ul style="list-style-type: none"> ● First aid kits (60) ice packs (10 of 24 each) are needed ● Chalkers are needed, price quotes will be reviewed in January. ● High school is now in possession of the pitching machine; they will maintain as needed. ● Increase the deposit fee for equipment bags – minimum \$500 for the standard bag, if you want extra equipment there may be a higher fee. 	
	Volunteer:	
	<ul style="list-style-type: none"> ● Trusted Coaches requests have been sent. ● DIBS have been entered for sessions. ● Buy-out fee and volunteer fees need to be increased. Will plan for 2023 season. 	
	Scheduling:	
	Travel:	

Time	Item	Owner
	<ul style="list-style-type: none"> • Tournament scheduling is a new format this year; online registration system information will be out after the 1st of the year. • Polo option for coaches this year as well as warm-up jackets for the teams. • Since tryouts a few players have reached out for waivers to play in other clubs – will not release one or two because then others will be needed as well. • Waiting for the turf dates from Eric @ ACC for this season – similar to last year. 	
	T-ball to 8YO:	
	<ul style="list-style-type: none"> • Registration fee increase? Steve will compile a list and he, Sara and Ray will discuss. 	
	9YO-12YO In house:	
	<ul style="list-style-type: none"> • Talking with Anoka and setting up meeting in January. • Combining 9U/10U needs to be “advertised” somewhere – website and Wednesday email. 	
	13YO-18YO In house:	
	<ul style="list-style-type: none"> • Scheduling evaluations for April. 	
	President:	
	<ul style="list-style-type: none"> • Computer purchased will be put at ASN. Will talk to city about wi-fi access. • Met with the high school coach and discussed dates, coaches and partnership items. • MYAS reached out and asked if we were interested in the 14AAA tournament – NO. • Update policies and procedures annually. • Bids for keycard access are coming in high, they will look at number pads. • Discussing city escrow for field maintenance. 	
8:18pm	Adjournment	
	MOTION to adjourn: by Gina seconded by Dan.	

