



Minutes

MEETING TITLE

DATE	Monday February 10th, 2025	TIME	Start 7:02 End 8:50
LOCATION	Sauk Rapids High School		
PURPOSE	Sauk Rapids Rice Fast Pitch Softball Association Board Meeting		
ATTENDEES	<p>Board Members:</p> <p>Jim Dorn - President</p> <p>Jenica Cmelik - Vice President</p> <p>Whitney Kelm – Secretary</p> <p>Kelly Travis - Treasurer</p> <p>Kara Barry - Player Coordinator</p> <p>Theresa Stang - Apparel / Player Development Coordinator</p> <p>Melissa Rowe - Social Media / Photo Coordinator</p> <p>Joline Hurst - Website and Registration Coordinator</p> <p>Lora Gullette - League and Umpire Coordinator</p> <p>Adam Bauer - Field and Equipment Coordinator -</p> <p>Open positions:</p> <ul style="list-style-type: none">● Fundraising and Concessions Coordinator● HS School Level coordinator● U10 Level Coordinator● U8 Level Coordinator <p>Level Coordinators:</p> <ul style="list-style-type: none">● U14 Level Coordinator - Jen Bauer● U12 Level Coordinator - Rachel Felchle <p>Guests:</p> <p>Emily McEwen</p> <p>Jenna Kiffmeyer</p>		

TOPICS	MEETING NOTES
1. Approval of January 2025 meeting minutes	Key Points and Outputs → Motion made and approved for the approval of January meeting minutes.
2. Approval of February 2025 meeting agenda	Key Points and Outputs → Motion made and approved for the approval of February meeting agenda

3. Treasurer Update

Key Points / Outputs

- **January 2025 financials in the shared drive**
 - In the drive
- **2025 Budget review**
 - We need to approve the budget
 - Motion made and approval of the 2025 budget
- **1099's sent out**

4. Presidents update

Key Points / Outputs

- Tournaments have been scheduled.
 - Waite Park - **10U and 12U**. May 17th and 18th
14U and HS. June 20th, 21st, 22nd
 - Becker - **10U, 12U, 14U**. June 13th, 14th, 15th
 - Cambridge - **HS**. June 13th, 14th, 15th
 - State qualifier - **10U and 12U**. June 28th and 29th
14U and HS. July 19th and 20th
 - State- **10U and 12U**. July 12th and 13th
14 and HS. July 26th and 27th
- We communicated to parents they would have a minimum of 4 tournaments without state. Do we add another tournament?
- Once coaches have been assigned, the coach can decide if they would like to sign up for an additional tournament.
- Coaches can let the board know if they would like to sign up for another tournament, if it's affordable.
- Can we presume that teams will go to state and teams will get the 4 tournaments? - Yes
- Question- Will families be able to commit to 5 tournaments including state?
- Teams will be B/C for tournament level
- Scheduling for BigWest is April 8th in Media.
- Softballs- MN softball league sent a message letting us know that softball prices will be increasing, through Dudley. We are able to get a discount if we order through MN softball league.
- We have to supply balls for home games and we need to supply two balls for tournaments.
- We will need to order balls at each size level.
- Jim went to the shed and there was a lot of snow inside. We will need to look into "winterizing" it over the summer.
- We will need to do inventory in the spring. DIBS hours will be offered for this.
- Next meat raffles at the Eagles club will be April 11th - It will be their Fish Fry.

- We have had interest in 8U team and 10U roster spots. No new players registered yet.

Key Points and Outputs

- **Theresa - Follow up on if there is a minimum requirement for MASH.**
 - Augie said that he will adjust our payment depending on registration numbers.
 - There were 6 players that attended the younger session for MASH.
 - The younger session runs 1.5 hours and the older group 2 hours.
 - **ACTION ITEM: Jim will get current registration numbers for MASH**
- **Melissa - Team photo scheduling**
 - Melissa would like some feedback on the timing of scheduling.
 - It was proposed that we have all teams scheduled on a Sunday, early afternoon.
 - Pictures will be inside.
 - April 27th is the proposed date.
 - WeGot Game, Sportline, CameraShop are all options for photographers.
 - **ACTION ITEM: Melissa will work on scheduling and finding a vendor.**
- **Jim -Level coordinators and job descriptions**
 - We have not heard back from the 10U coordinator.
 - We are looking for input on a possible candidate for the HS coordinator. Emily will get Jim names of possible candidates.
 - Job descriptions of coordinator positions are already on the board member position description document.
- **Jim -Grievance form made into a fillable form and SUBMIT button added?**
 - Joleen has completed this!
- **Jim - How are other associations presenting and storing their grievance form?**
 - Other associations keep a paper record of their grievance forms.
 - We will implement the process of grievance forms being submitted to the president's email.
 - **ACTION ITEM: Whitney will create a grievance folder within the google drive. - DONE WK 3/9/25**
- **Jim, Melissa, Whitney, Jenica - Email transitions and access to the fundraising account that Jessi once held.**
 - Melissa got a hold of Jessi and she received the needed information.

5. Follow up items

- Melissa will provide Whitney with info.
- **ACTION ITEM: Whitney will access email and switch over authentication**

→ **Jenica - Window decals**

- Table until March.

→ **All - Bracelets**

- Volleyball does bracelets.
- Table for now. Look at it at a later time.

→ **Twins grant.**

- We will hear back by 2/24.

Key Points and Outputs

→ **Selections**

- 8u - OPEN
- 10u Gold - **OPEN**
- 10u Green - Ashley Prelvitz and Eric Loberg
- 12u Gold - Genna Kiffmeyer and Robin Gregoire
- 12u Green - Lora, Pete, Keegan Gullette and **OPEN**
- 14u Gold - Jim and Haley Arnold
- 14u Green - Chloe Reiter and **OPEN**
- HS coach - Emily McEwan and Stephanie Andrews
- Question posed about when we plan on closing enrollment so we know what to do with teams that are not yet full.
 - 10U gold, we are currently at 7 players. There are three families who have shown interest but have not yet registered.
 - Motion made and approved for Lora to move forward with coach offers.

→ **Pay (parent vs. non-parent)**

- Parents will not be paid, but their volunteer hours will be covered.
- Non - parent coaches will be paid. Head coach, assistant coach
- Steph and Emily will be paid

→ **Age appropriate skill level document**

- Lora developed a “ Developmental Progression” document.
- The document is geared towards the lowest level of each age group.
- This document is meant to serve as a foundation / guideline.
- Lora shared the document that she developed for each age level.
- The goal of this document is to give coaches a structure and provide them with guidelines.
- We can base coach evals off this structure.
- Emily will provide Lora specific game rules for each age level.
- Are we having expectations or consequences listed on the age appropriate age level? Lora will be directing coaches and players to the code of conduct.

6. Coaching update

	<ul style="list-style-type: none"> ACTION ITEM: Emily will provide Lora with feedback. Once the documents have been updated, Lora will update the documents and email them out to the board. The board will approve via email.
7. Manea sales	<p>Key Points and Outputs</p> <p>→ Order turn in</p> <ul style="list-style-type: none"> Panda Express Dine to Donate: 2/26 from 10am to 10pm Manea's meat sales will start Friday 4/18 and end 5/2. Order is due to Maneas 5/5. Meat pick up will be Monday May 19th. Exact time TBD ACTION ITEM: Jenica will reserve the Commons Area for order form drop off. ACTION ITEM: Jenica will reserve the Commons Area for meat sales pick up. DIBS hours will be available for meat sales pick up. Looking for 4-5 DIBS slots to be filled. 4 hour time commitment.
8. Maneas grill	<p>Key Points and Outputs</p> <p>→ Schedule will be available in March.</p> <ul style="list-style-type: none"> We will get one date for grilling. We can request a second date if there is one available. Dates TBD
9. Fundraising board position vacancy	<p>Key Points and Outputs</p> <p>→ Do we want to fill this position or does the board want to cover it for the remainder of the term?</p> <ul style="list-style-type: none"> We are okay with not filling this position Jenica has access to this email. Motion made and approved to not fill the fundraising position.
10. Chipotle	<p>Key Points and Outputs</p> <p>→ Do we want to schedule this ASAP or during the season? We are only allowed to schedule it every 6 months.</p> <ul style="list-style-type: none"> Jenica will schedule a month during the season from 4-9PM.
11. Sponsor letters	<p>Key Points and Outputs</p> <p>→ Review current list</p> <ul style="list-style-type: none"> ACTION ITEM: Jenica will provide the current list to the board. ACTION ITEM: Board members will provide feedback . Have feedback back to Jencia by Feb 24th. <p>→ Set a date to send it out</p> <ul style="list-style-type: none"> March 15th



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12. DIBS

Key Points and Outputs

→ Recurring agenda item to have an update on DIBS hours / needs?

- Jim or Joline will provide a DIBS update at each board meeting.