



Minutes

MEETING TITLE

DATE	Monday January 13th, 2025	TIME	Start 6:01PM End 7:52PM
LOCATION	Don Chuy - Sauk Rapids, MN		
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>Bridget Menden - Fundraising and Concessions Coordinator - Absent</p> <p>Joline Hurst - Website and Registration Coordinator - Absent</p> <p>Lora Gullette - League and Umpire Coordinator</p> <p>Adam Bauer - Field and Equipment Coordinator - Absent</p> <p>Open positions:</p> <ul style="list-style-type: none">● HS School Level coordinator● U14 Level Coordinator● U12 Level Coordinator● U10 Level Coordinator● U8 Level Coordinator <p>Guests: Emily McEwen</p> <p>Tash</p>		

TOPICS

MEETING NOTES

1. Approval of December 2024 meeting minutes

Key Points and Outputs

- Motion made and approved for the approval of December meeting minutes.

2. Approval of January 2025 meeting agenda

Key Points and Outputs

- Kelly requested that the Treasurer update be moved to the last agenda item.
- Add to the Agenda- review the parent meeting powerpoint. Kara will be added as the third agenda item.
- Motion made and approved for agenda amendments.

3. Parent meeting powerpoint

Key Points / Outputs

→ Powerpoint review

- Parent slideshow reviewed.
- We will add a slide including the grievance policy. Action Item - Kara will add.
- We will add a slide including the player expectations form. - Action item - Jim will provide Kara the form to be added.
- We will add a slide directing families to the resource page where they can view the family handbook. - Action item - Kara will add.
- Parent meeting will be January 30th from 6pm-730pm at the Sauk Rapids Middle school CAC. 6pm to 6:30pm jersey try on. Formal meeting will start at 6:30pm.
- The expectation is that all board members will be there. The executive board at minimum.
- It was noted that there is a scheduling conflict with conferences and the board meeting. It was agreed to keep the meeting as scheduled.

4. Presidents update

Key Points / Outputs

- Big West director meeting in Media 1/14/25. Jim, Lora, and Jenica will be attending this meeting.
- We have been asked by the Vote Yes committee to share their posts on facebook. This would include sharing their meeting dates, informational tidbits, and FAQ's. We will not be taking / sharing personal stances regarding the committee's plans.
- Jenica asked how the Vote Yes committee will affect softball.
- Melissa added that we will not lose or gain anything from the Vote Yes committee's proposed plans for the community.
- Coach interest list has been sent to Lora. Lora will be reviewing and reaching out to individuals who expressed interest. Jim did reach out to Haley and Jim Arnold to see if they were interested in coaching this year.
- Adam had started to reach out to families before he stepped down.
- We would like to see non parent coaches as head coaches at all levels and parents as assistant coaches and team managers.
- Lora mentioned that it would be beneficial to provide the coaches with skill standards for players at each age level. Action item - Lora will be developing these documents.
- Kara knows of a couple that would be interested at the 12u level. Names were given to Lora.
- It was confirmed that 9th graders are automatically included in the MN state highschool league. There is no conflict of interest between MN high school and BigWest practice schedules.
- MASH numbers - There are open spots for each session for all ages. Action item - Jim will e-mail exact numbers to the board.

- Kelly asked if there is a minimum sign up requirement for each session at MASH. There is not a minimum that we are aware of. If we do not have enough players registered for a session, the plan would be to pull back a coach.
- Theresa will talk with Augie to see if there is a minimum requirement. - **Action item.**
- 8u and 10u summer registration numbers have not changed. We still have available spots.
- Sleeves vs. Sleeveless. Sleeves won!
- Danny Dugout meat raffles will be held on Thursdays. It will not be every Thursday, we will be picking random Thursdays.
- Monitors meat raffles will be held one Friday a month - DIBS hours are filled for this upcoming meat raffle.
- Eagles meat raffles will be held on Fridays. Three have been scheduled.
- Melissa will make a post on a "How To" sign up for DIBS hours.
- Melissa wondering if we should make events on Facebook for the meat raffles. It was decided it would be a good idea to list all events on Facebook. Action item - Melissa to make Facebook events for meat raffles.
- Motion made and approved to close the President update.

Key Points and Outputs

- **Jim - update regarding 9th graders being automatically included in the MN state high school league.**
 - Provided in President's update
- **Jim - MASH registration numbers**
 - Provided in President's update
- **Jim - update on 8U and 10U registration numbers**
 - Provided in President's update
- **Jim - Sleeves vs. Sleeveless for jerseys**
 - Provided in President's update
- **Jim - Danny's Dugout meat raffle update.**
 - Provided in President's update
- **Jim / Melissa - promotion of upcoming Molitors meat raffle**
 - Provided in President's update
- **Jim - Eagles update**
 - Provided in President's update
- **Jenica - Maneas grilling dates and meat sales**
 - Not setup yet. **Action item - Jenica will continue to work on scheduling.**
- **Jenica - Twins grant. Application completed?**

5. Follow up items

- Not open yet. **Action item - Jenica will apply once the application period opens.**

- Jenica asked what ball sizes we should apply for 10in vs 12in. Decision made to apply for the 12in balls.

→ Jenica - Open gym for 10/12U

- Will be the opposite days of MASH for 10/12U. Dates: 1/26, 2/16, 3/2, 3/16
- We do not have a scheduled time slot yet.
- Jenica is needing someone to cover 3/16. The individual covering will need to have had a background check done.

→ Melissa - Team photo scheduling

- **Action item - Melissa will provide an update at the February meeting.**

→ Jenica - Family handbook

- Jenica emailed and requested board members requesting feedback.
- Kara found some spelling errors, Jenica will make the appropriate changes.
- Formatting will be finalized once all changes have been made.
- Motion made and approved to approve the family handbook.

→ Jenica - Blanket pickup

- Most are picked up. Jenica has reached out to families who have not yet picked up their orders.
- We have 60 blankets available to sell.
- Question about Venmo. We will not be offering Venmo

Key Points and Outputs

→ Process and guidelines for appointing coordinators

- All age level coordinator positions are open.
- There were people interested at the time of elections.
- There were people who showed interest but were voted onto the board, which defeated the purpose / mission of a coordinator.
- Jim will go back and look at the ballots and will send out the results to the board. **Action item - Jim**
- We will not open these positions during yearly elections.
- We will ask for parent volunteers for the coordinator positions at the parent meetings each year.
- Jenica proposed that we do not have coordinators and coaches be the same people.
- Lora asked if we have a list of expectations for the coordinators. There is a vague description at the bottom of the board member job description document. Lora voiced that it needs to be more specific. - **Action item - Jim will work on adding**

6. Age level coordinators

	<p>detail to the level coordinator job expectations, this will be done via e-mail.</p>
7. Grievance policy	<p>Key Points and Outputs</p> <p>→ Policy development</p> <ul style="list-style-type: none"> Jim sent our grievance form and policy. This will be made into a fillable form. Action item - Jim to make the form fillable. This document will be under the resources tab on the website. There will be a Submit button added to the document and it will be sent to the association email. Action item - Jim to add SUBMIT button. Jim presented a document with player expectations Questions about how we are going to “store” this document Action item -Jim will follow up with other associations and inquire how they store and present this document. Jim presented a Conduct and Behavior Policy/Complaint Reporting Procedure document. This will be added under the resources tab on the website.
8. Board member background checks	<p>Key Points and Outputs</p> <p>→ Implementation of board member background checks</p> <ul style="list-style-type: none"> No background checks for board members Motion made and approved to not require background checks for board members.
9. Board member code on conduct	<p>Key Points and Outputs</p> <p>→ Policy development</p> <ul style="list-style-type: none"> There will be a subcommittee meeting at Jimmy’s Feb 6th at 6PM to help develop. Action item - Jenica will be looking for examples to bring to the meeting.
10. Future of concessions	<p>Key Points and Outputs</p> <p>→ What is the future of concessions?</p> <ul style="list-style-type: none"> Jenica is wondering if we want to continue with concessions. Jenica voices that it's a lot of work to setup. Jim proposed that we could have it on hot days, but not make it required. Planning would be hard if we did “pop up” concessions. Motion made and approved to close concessions.
11. Volunteer hours(DIBS)	<p>Key Points and Outputs</p> <p>→ How will DIBS hours be impacted if we don’t have concessions?</p> <ul style="list-style-type: none"> 352 open DIBS hours. 109 have already been filled. We need to offer field prep DIBS hours for 10u and 12u.

- Possible DIBS opportunities:
 - Equipment inventory
 - Meat raffles
 - Grilling
 - Shelving in the shed
 - Golf tournament
 - Meat pick up
 - Pizza pickup
 - Midsummer pickup
- 5 families payed out their DIBS - They prepaid at registration
- We will need to transition Bridget's email to the fundraising email instead of the concessions email. This will also need to be changed on the website. - Action item - Jim to update the website once the transition has been made.
- Action item -Melissa will follow up with Jessi to get the email information from Jessi who previously held the fundraising email.

12. Bylaws

Key Points and Outputs

→ Update regarding progress on updating of bylaws

- Not currently accurate
- Jim has been looking into updating these.
- Emily has the original bylaws. She will send these to Jim.
- There will be a subcommittee meeting at Jimmy's Feb 20th at 6PM to help develop.

13. Treasurer Update

Key Points / Outputs

→ 2025 Budget review

- Concessions will be zeroed.
- Move credit card fees to administrative expenses
- Flex (for evaluations) would need to be added to the budget. They charge \$40.00 per player.
- Jenica wondering where we are at with fundraising. Some concerns that we have not started anything.
- Window decals. Action item - Jenica will look into logos in the proper format.
- Look into bracelets
- BigWest pays for our Umpires. This is billed separately.
- Kelly will make changes. Action item- Kelly will present changes at the Feb meeting.

→ December 2024 financials in the shared drive

- In the drive

→ Insurance policy renewal

- The rider is in the shared drive in the shared drive

➔ **Transition to Stearns Bank update**

- Jenica is waiting on paperwork. We are still in transition
- Action item - Jenica will be making an executive board folder to house these documents.
- Action item -Jenica will be sending and email to those who will be receiving a debit card.
- Kelly is working on 1099's