# Meeting Information

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| **Meeting:** | Vortex/A’s Board Meeting |
| **Date | Time:** | January 16, 2018 | 6:30am – 8:00am |
| **Location:** | Caribou: 4754 County Rd 101, Minnetonka, MN 55345, USA |
| **Virtual Options:** | None |
| **Invitees:** | Mike Carter, Ted Ellefson, Rich Baker, Dan Maus, Jack Thibault, Brad Drey, Stacey Pinkerton, Cristin Maschka, Jennifer Arends, Tammy Denneson |
| **Attendees:** | Mike, Ted, Rich, Dan, Jack, Tammy |
| **Facilitator/Minutes:** | Dan |

# Meeting Objectives

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| --- | --- |
| **Objective(s)** | **Debrief: Objective Met?** |
| 1. Approve [last meeting's minutes](https://drive.google.com/drive/folders/0BwuCaKSn-VkWbVlRZ0FIc2ZsVW8) | Yes |
| 1. Align on financial status and actions (monthly) | Yes |
| 1. Align on Polar Vortex training partnership | Yes |
| 1. Align on next steps for Lexi Tournament planning (e.g. parks…) | No |
| 1. Develop next steps for fundraisers: Heggie’s (garage sale) | Yes |
| 1. Align on plan for field scheduling | No |
| 1. Align on vision & mission statements | Vision – Yes, Mission - No |
| 1. Develop next steps for strategic plan development (e.g. values, 3-5 year objective/goals) | Yes |

# Agenda

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| --- | --- | --- | --- |
| **Time** | **Person** | **Item** | **Desired Outcome**  ***(Inform, Decision, Discuss)*** |
| 6:30 | Dan | Call to order, Review Objectives/Agenda, Review open action items |  |
| 6:35 | Dan | Review of December Meeting Minutes – edit as applicable | Approval to post |
| 6:40 | Rich & Mike | Discuss financial status and any ongoing issues requiring discussion:   * Player payment status/issues * Tournament budgets ready for Team Managers & Coaches? * Proposal for future year payment plans | Input and next steps |
| 6:50 | Mike | Polar Vortex partnership with Vortex/A’s for winter training   * Developing potential future Vortex players * Fully utilizing Vortex/A’s training capacity * Use of facilities: e.g. Vortex/A’s uses Wayzata Dome with costs paid by Polar Vortex/TC Fastpitch | Aligned message |
| 7:00 | Brad | Lexi Tournament   * Proposed host locations/parks * Committee Leadership | Approval to move forward with planning |
| 7:05 | Mike | Heggie’s pizza update: Are we on track for February? | Alignment to plan |
| 7:10 | Ted | Proposal to pay someone for practice and game field scheduling   * Number of hours/week required? * Hourly rate or lump sum payment? * Hiring process? | Alignment to plan |
| 7:20 | Dan, Mike | Strategic Planning: Vision/Mission   * Finalize Vision * Finalize Mission * Align on Strategic planning next steps   + Values   + 3-5 year Objective/Goals | Vision & Mission & next steps for Strategic Planning |
| 8:00 |  | Depart |  |

# Decisions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Motion - Who | Second - Who | Vote (favor/ opposed) |
|  | Approve December meeting minutes | Rich | Mike | 5-0 |
|  | Renew existing Board insurance for additional 3 years ($450/year) through Bollinger ASA. | Mike | Dan | 5-0 |
|  | Contract 2 fields at WRA for Wednesday nights. | Dan | Jack | 5-0 |
|  |  |  |  |  |

# Assigned Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Accountability** | **Due**  **Date** | **Date Completed** |
| Send coach payment info to Rich from the fall session. | Mike | 11/22/17 | Complete |
| Check on Officer/Board Insurance for 2018 – 2 choices with same fee as now. Need to renew with Bollinger. | Rich | 2/1/18 | Complete |
| Schedule next meeting for February 13 | Dan | 1/17/18 | Complete |
| Develop proposal for Lexi Tournament field(s) for weekend of June 15-17, 2018: Wayzata/Mntka | Brad | 12/12/17 | Complete |
| Develop proposed Vision and Mission statements (and Values) for further review and discussion. Share in a Google Document | Dan/Mike | 1/16/18 | In Progress |
| Look into Google App for Non-Profit organizations as a content management website | Rich | 11/15/17 | In Progress |
| Develop preliminary plan for Recruiting meeting | Brad/Jack | 12/12/17 |  |
| Develop a Vortex program calendar | Brad | 12/12/17 |  |
| Provide tournament budget to each team Manager | Rich | 2/15/18 |  |
| Schedule Team Manager meeting for late February: Budgets, Tournaments, SportsRecruits. | Dan | 2/15/18 |  |
| Update Vortex website – add “A’s” logo | Ted | 2/15/18 |  |
| Initiate background checks via the League Athletics website | Ted | 1/29/18 |  |
| Provide Board a cost for generic numbered fall jersey’s (quantity and price) for A’s and Vortex (assume current number of team) | Stacey P. | 1/15/18 |  |
| Ted – contact Chris Johnson for contract 2 WRA fields for Wednesday nights | Ted | 2/15/18 |  |
| Bring proposal for field scheduling to Feb meeting | Ted | 2/15/18 |  |
| Resend Vision/Mission examples to Board | Dan | 1/22/18 |  |

# Meeting Minutes

**Financial Status of Organization**

* 3 families with special payment plans – families and Board (Rich) aligned
* Future discussions – should we change payment plan from monthly to quarterly, semi-annual…
* Bank balance is in good shape
* Uniform payments going well (e.g. extra pants, socks…)
* Taxes all submitted. Rich meets with accountant this Thursday to set up QuickBooks account
* Paid coaches for fall.
* By mid-February Rich will have a good breakdown of team budgets for tournament planning/scheduling
* Winter training facility costs have been updated. Will be less expensive than last year.
* P2P: We had paid through December. We had not paid beyond so no financial loss.

**Polar Vortex & Vortex/A’s Partnership**

* Polar Vortex is 12U player development program operated by TC Fastpitch.
* Great opportunity for our staff to get to know potential future Vortex players.
* There are times when TC Fastpitch (Polar Vortex) and Vortex/A’s share space
* Tuesday nights – TC Fastpitch rents (pays for) Wayzata dome. Vortex/A’s players can use this space without cost to the Vortex/A’s program or families.
* There are times when a couple Polar Vortex players join Vortex/A’S hitting sessions at no additional cost to them. They are using “open” spots. Polar Vortex players will never displace Vortex/A’s players.
* Mike will communicate with coaches/trainers.
* Need to ensure we maintain our planned coach-player ratio.
* Both programs benefit from each other.

**New Players**

* None to report this month

**SportsRecruits/Recruiting**

* 6 teams set up and using SportsRecruits
* Commitment page developed by SportsRecruits for our players (going back several years) is linked to Vortex/A’s website

**Lexi Tournament**

* Planned Dates: June 15-17
* Initial Planning meeting: Wednesday, January 17
* Proposed Parks: Lake Ann, Chan Rec
  + Would like to be able to have all games in the same park
  + We may have to manage/restrict number of entries
* Wayzata: We currently have 5 fields reserved
* Minnetonka: 3 fields are reserved.
* EP Miller Park
* We want to be able to own concessions to make money. We get food/beverage donations which enhances our profits
* Need to consider field rental prices – this was minimal with Wayzata and no charge for Minnetonka
* Need to ensure we have a high-quality tournament
* No 12U this year.
* Board must approve any significant financial decisions or be involved with any significant risk discussions.

**Winter Training Update**

* Christians Inc. used in place of P2P on Monday and Thursday nights going well.

**Fundraising**

* February for Heggie’s: Jennifer Arends and Tammy Denneson will run it.
* Run for 3 weeks.
* Duplicate last year’s plan (finish before March 12th – when High School season starts)
* Tammy to communicate plan – same as last year.
* Same minimum number of pizzas/family as last year.
* Where to deliver? TCOS office?

**Field Scheduling**

* Want to get more field time at Minnetonka Guilliam
* We can also get field space at WRA (Mound Westonka) – 2 fields Wednesday nights (lights included if we go late). Access to fields on weekends with no tournaments scheduled. $500/field per year (spring, summer, fall). Equates to about 20 nights = $25/night per field.
* Can we lock into Guilliam for a certain night?
* Can we pull our own permit for a Chanhassen field?
* Scheduling fields requires a lot of time.

**Fall-Ball Jersey’s for 2018**

* Order fall-ball jerseys in advance with generic numbers (numbers currently not in use) that players use temporarily until they get their final number.

**Helmets**

* Begin to transition to a more generic colored helmet (vs. custom painted).
* Order them in July to have them for the start of fall ball.

**Other**

* Vortex website only says “Vortex”. Does not say “A’s”
* We need to make this change.

**Vision**

**Mission**

# Parking Lot

Future Meeting Topics

1. Documented criteria for scholarship awards (Mike)
2. Future payment plan recommendation (different than monthly) – May agenda

Other

1. Rich will host a future meeting: during high school season?

**Field Capacity and Field Scheduling**

* Guilliam: Rich can discuss additional use of these fields.
* City of Minnetonka charges $10/field for 1 ½ hours
* Rich will look into more time on Guilliam
* How do we leverage PWYSA to permit fields and sub-contract
* WRA?
* Should we pay someone to do field scheduling starting in spring? - YES is Ted’s recommendation