# Meeting Information

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| **Meeting:** | Vortex/A’s Board Meeting |
| **Date | Time:** | February 13, 2018 | 6:30am – 8:00am |
| **Location:** | Caribou: 14000 County Rd 101, Plymouth, MN 55447, 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, Brad |
| **Facilitator/Minutes:** | Dan |

# Meeting Objectives

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| --- | --- |
| **Objective(s)** | **Debrief: Objective Met?** |
| 1. Approve last meeting minutes | Yes |
| 1. Align on financial status and actions (monthly) | Yes |
| 1. Align on plan to review tournament budgets with Managers/Coaches | Yes |
| 1. Align on next steps for Lexi Tournament planning (e.g. parks…) | Yes |
| 1. Align on plan for field scheduling | Yes |
| 1. Align on plans for College softball preparation meeting: March 4th | Yes |
| 1. Align on mission statement and values | No |
| 1. Develop next steps for strategic plan development (e.g. values, 3-5 year objective/goals) | No |

# 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 January 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 | Rich, Brad | Plan to share Tournament Budgets with Managers/Coaches   * Are the budgets ready for review? * Method to share: phone call? All together or individually? | Alignment to budget and tracking |
| 6:55 | Brad | Lexi Tournament   * Host Locations: Wayzata (5), Hamel (3), Minnetonka (3) * Committee Leadership | Board Concerns & Alignment to plan |
| 7:05 | Ted | Proposal for field scheduling   * Number of hours/week required? * Hourly rate or lump sum payment? * Hiring process? | Alignment to plan |
| 7:15 | Dan, Mike | Strategic Planning: Vision/Mission   * Finalize Mission * Finalize Values * Align on Strategic planning next steps   + 3-5 year Objective/Goals | Vision & Mission & next steps for Strategic Planning |
| 8:00 |  | Depart |  |

# Decisions

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| --- | --- | --- | --- | --- |
|  |  | Motion - Who | Second - Who | Vote (favor/ opposed) |
|  | Approve January meeting minutes | Rich | Mike | 5-0 |
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# Assigned Action Items

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| **Task** | **Accountability** | **Due**  **Date** | **Date Completed** |
| Resend Vision/Mission examples to Board | Dan | 1/22/18 | Complete |
| Develop proposed Vision and Mission statements (and Values) for further review and discussion. Share in a Google Document | Dan/Mike | 1/16/18 | Complete |
| Develop preliminary plan for Recruiting meeting | Brad/Jack | 12/12/17 | Complete |
| Ted – contact Chris Johnson for contract 2 WRA fields for Wednesday nights | Ted | 2/15/18 | Complete |
| Bring proposal for field scheduling to Feb meeting | Ted | 2/15/18 | Complete |
| Provide tournament budget for each team Manager | Rich | 2/15/18 | Complete |
| Schedule next Board Meeting – March 13 or March 20th? | Dan | 2/20/18 |  |
| Initiate background checks via the League Athletics website | Ted | 1/29/18 |  |
| Look into Google App for Non-Profit organizations as a content management website | Rich | 11/15/17 | In Progress |
| Develop a Vortex program calendar | Brad | 12/12/17 | In Progress |
| Have discussions with Team Managers & Coaches to review Tournament Budgets | Dan/Ted | 2/15/18 |  |
| Update Vortex website – add “A’s” logo | Ted | 2/15/18 |  |
| 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 |  |
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# Meeting Minutes

**Financial Status of Organization**

* Financial Management now in QuickBooks – reviewed. Rich is still learning the application.
* 16U White did not play dome ball – and winter training costs should be less than other teams (original agreement per their transition from Chaos to Vortex – they planned minimal winter training). Expenses will be charged to individuals attending.
* QuickBooks will help us provide 1099s for coaches – aligned to our fiscal year which ends August 1st.
* We need to share tournament plan for all teams with each team manager – so they see the big picture.
* We should have meetings with individual Team Managers showing their budget and their current tournament plan. Include the coach.

**Player Changes**

* One Player: Not a good fit for player. Out of the Vortex online system already. She is now a player in another program. Partial refund.
* One: Will be leaving Vortex Program soon due to family decision. Player has conflicts throughout the summer two nights/week (missing practices).

**SportsRecruits/Recruiting**

* Preparing for update at Recruiting meeting March 4th
* Important to have flyers created prior to summer season linking to our Vortex Player page – to which SportsRecruits is linked.
* We already have 10 players graduating in 2018 that are committed to play in college.

**Lexi Tournament**

* Dates: June 15-17
* Committee Planning Meeting: February 7th.
* Theme: College softball (because Lexi would now be in college)
* Host Parks:
  + Primary: Wayzata (5 fields)
  + Secondary: Hamel (3 fields) – under new leadership from 2 years ago. We are able to take care of fields. Mike investigating concession management options.
  + Tertiary: Minnetonka (3 fields) – to be used as needed based on number of teams.
* Filling remaining Committee leadership positions – need Field Directors and Sponsor Director.
* Tournament Site Directors: Dan Maus, Mike Kopischke, Mark Oelfke, Steve Bartz
* Board must approve any significant financial decisions or be involved with any significant risk discussions.
* 47 teams last year. We will accept more this year – 55+
* Already about 40 teams registered.

**College Recruiting Meeting: March 4th**

* Players are lined up to speak
* Mike is working on the other college players
* To be held at BCOM from 6:00pm – 8:00pm (Mike communicated to the organization in e-mail)

**Winter Training Update**

* No current issues.

**Fundraising**

* Heggie’s fundraiser in progress. Due date extended to February 23.

**Field Scheduling**

* CAA – we have some field time reserved – game nights for double headers locked for Tuesdays and Thursdays
* WRA is locked in: 2 fields Wednesday nights (lights included if we go late). Access to fields on weekends with no tournaments scheduled.
* Want to get more field time at Minnetonka Guilliam. Rich looking into this.
  + Can we lock into Guilliam for a certain night?
* Feel good about Minnetonka early communication
* Scheduling fields requires a lot of time.
* Less flexibility for changes this year.
* Ted may continue to do field scheduling with more guidelines. Re-evaluate in future Board meetings.

**Other**

**Vision**

* “Most admired girls fastpitch club in the upper mid-west.”

**Mission**

# Parking Lot

Future Meeting Topics: [Reference Annual Calendar](https://docs.google.com/document/d/1KhSL2hDZbmnjDZLHuD1WoDuDl7KChLc5L3WZuR4-898/edit?ts=5a6ffbba)

1. Documented criteria for scholarship awards (Mike)
2. Future payment plan recommendation (different than monthly – e.g. quarterly) – May agenda
   1. And move away from credit cards? Over $6,000 cost in fees to the Vortex program.

Other

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