# Meeting Information

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| **Meeting:** | Vortex/A’s Board Meeting |
| **Date | Time:** | November 13, 2018 | 6:30am – 8:00am |
| **Location:** | Caribou Coffee, 4754 County Rd 101, Minnetonka, MN 55345, USA |
| **Virtual Options:** | None |
| **Invitees:** | Mike Carter, Ted Ellefson, Rich Baker, Dan Maus, Jack Thibault, Steve Bartz |
| **Attendees:** | Mike Carter, Ted Ellefson, Rich Baker, Dan Maus, Jack Thibault, Steve Bartz |
| **Facilitator/Minutes:** | Dan |

# Meeting Objectives

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| --- | --- |
| **Objective(s)** | **Debrief: Objective Met?** |
| 1. Approve last meeting minutes
 | Yes |
| 1. Align on actions for 2018/2019 budget/payment issues
 | Yes |
| 1. Align on open questions for winter workouts
 | Yes |
| 1. Develop preliminary plan for winter fundraising (e.g. Heggies)
 | Yes |
| 1. Develop plan for priority work for Lexi Tournament (field reservations, resources…)
 | Yes |
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# Agenda

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| **Time** | **Person** | **Item** | **Desired Outcome*****(Inform, Decision, Discuss)*** |
| 6:30 | Dan | Call to order, Review Objectives/Agenda |  |
| 6:40 | Dan | Review of last month’s Meeting Minutes – edit as applicable | Approval to post |
| 6:45 | Dan | Review existing list of Action items | Accountability for actions |
| 6:55 | Rich | Financial issues 2018-2019 Fiscal Year* Preliminary budget
* Status of family issues
 | Appropriate decisions made |
| 7:05 | Mike | Winter Workout Discussion* Facilities
* Coach/Trainer status
 | Address remaining open issues |
| 7:15 | Dan | Fundraising* Heggie’s – who is leading? When?
* Lexi Tournament
	+ Field reservations
	+ Key Leaders (Program Manager, Site Leads…)
 | Align on plan details |
| 7:25 | All | General Discussion items* Uniform
* Helmets
* Player Bags
* Summer Tournament Scheduling
 | Determine follow-ups |
| 7:45 | Dan | Determine December meeting date | Align on next meeting |
| 7:50 |  | Depart |  |

# Decisions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Motion - Who | Second - Who | Vote (favor/ opposed) |
|  | Approve October meeting minutes. | Rich | Jack | 6-0 |
|  | Motion to credit mentioned scholarship family for services provided for TCOS training facility | Mike | Ted | 6-0 |

# Assigned Action Items

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| --- | --- | --- | --- |
| **Task** | **Accountability** | **Due****Date** | **Date Completed** |
| Reconnect with Morgan to gauge her interest in doing more for our program – Uniform, helmet, player bags: order, receive… | Dan | 10/1/18 | Complete |
| Set up a Google document library hierarchy in the Vortex account so all Board members can create/edit/share documents | Dan/Rich | NA | Hold |
| Review web access: e.g. past board members, team managers, coaches… Need to have a maintenance process for this | Ted | 11/1/18 | Complete |
| Build winter workout Google Doc | Dan | 11/1/18 | Complete |
| Schedule a Coaches’ meeting for mid-October to discuss winter workouts – to be November 12th? To include Tournament schedules | Jack | 10/1/18 | Complete |
| Write a letter to go with refund checks asking families if they would like to donate the refund. | Mike | 10/22/18 | Complete |
| Get winter workout times, locations, **trainers** to Dan | Mike | 10/22/18 | In Progress |
| Follow up with Jim Leicht regarding his interest in additional involvement with program and Board in the future | Steve | 11/1/18 | In Progress |
| Update Vortex website – add “A’s” logo, Vision, and Mission – (logo currently in a Drop Box folder) – move to Google Docs. Work with League Athletics – Work with Beth Peta | Dan | 10/15/18 | In Progress |
| Develop preliminary tournament plan for teams for 2019: Jack, Mike, Ted | Jack | 8/1/18 | In Progress |
| Schedule next Board Meeting – December 11th 6:30am | Dan | 11/15/18 |  |
| Solicit TCO as a sponsor and request first aid kits | Rich | 9/1/18 |  |
| Refund families per decision | Rich/Mike | 11/23/18 |  |
| Ensure Vortex insurance covers the use of TCO since they are donating their space | Mike | 11/30/18 |  |
| Send winter training sites with days, times, and cost/hour to Rich | Mike | 11/30/18 |  |
| Provide insurance indemnification (additional insured) for all training facilities to insurance certificates | Mike | 11/13/18 |  |
| Ask Lesa Jackson to lead the Heggie’s fundraiser | Steve | 11/15/18 |  |
| Reserve Wayzata and Hamel for the Lexi Tournament | Mike | 12/1/18 |  |
| Contact Beth Peta about design Vortex stickers for helmets | Dan | 12/1/18 |  |
| Get winter trainers through Background checks. Ted to send a link to Mike. | Mike | 11/30/18 |  |
|  |  |  |  |

# Meeting Minutes

**Financial Plan for 2018-2019 Fiscal Year**

* Need to wrap up everything for taxes from last year

**Winter Workout Planning**

* Facilities
	+ All facility costs are known
	+ Not using Christians Inc.
	+ Using Twin Cities Outdoor Services – they invested for training equipment (nets, turf…)
		- They are donating their space
		- Need to ensure our insurance covers the use of their space
* Coach schedule: We have some non-Vortex/A’s coaches scheduled for Pitching, Hitting, Catching
* Training Hours: Need more hitting spots opened on Monday nights. Mike looking into adding more options
* Equipment Delivery
	+ Minnetonka Dome – we’ll have our own locked box (already there)
	+ Twin Cities Outdoor Services – enough equipment there
	+ Pitch-To-Pitch: no place to store equipment. Store at Ted’s house??? Depends on how many trainers are scheduled for Thursday night
	+ Coaches Possession, Storage Locker

**Tournament Scheduling (**[Tournament Status Sheet](https://docs.google.com/spreadsheets/d/1wlyxdTjw1irew8Q2mRBugCbvs14RqhRvzfeKUI_qg3U/edit#gid=612508351))

**Fundraising**

* Heggie’s: Lesa Jackson to lead? Mike Kopischke – Yes. Jen Arends – Yes. Lesa Jackson - Yes
* Lexi Tournament: Brad to be Program Manager

**General Discussion items**

1. Uniform, Helmet, and player bag order status
	1. All uniforms are in except new Vortex jersey
	2. Helmets: Filled in past helmets on every team. Vortex 05 has all white helmet with all white mask – can be used for Vortex and A’s in the future.
2. By-Laws: Board Membership approach and timing
3. Refunds for last year
	1. Include a stamped – returnable envelope for families that want to donate their refund.
	2. Mike to manage the process
4. Background Checks: All coaches and managers good through 2020

**Other**

* Additional Players needed for multiple teams. Posted on website

# Parking Lot

Future Meeting Topics: [Reference Annual Calendar](https://docs.google.com/document/d/1djWrj7zQbtcgxR--NFDiPyQwOjRG8EvwANVNb8gdB4Q/edit)

1. Documented criteria for scholarship awards (Mike)
2. Future year budgeting: create income source for player need based scholarships (e.g. Donations, Scholarship funding, Lexi Tournament…)