# Meeting Information

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| **Meeting:** | Vortex/A’s Board Meeting |
| **Date | Time:** | October 22, 2019 | 6:30am-8:00am |
| **Location:** | Caribou Coffee: 4754 County Rd 101, Minnetonka, MN 55345 |
| **Virtual Options:** | None |
| **Invitees:** | Mike Carter, Rich Baker, Dan Maus, Jack Thibault, Steve Bartz, Rich Gross, Nicole Tobon |
| **Attendees:** |  |
| **Facilitator/Minutes:** | Dan |

# Meeting Objectives

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| --- | --- |
| **Objective(s)** | **Debrief: Objective Met?** |
| 1. Approve last meeting minutes | Y |
| 1. Align on actions for 2018/2019 and 2019/2020 budgets | Y |
| 1. Approve salary for Vortex/A’s Operations Manager | Y |
| 1. Ensure readiness for winter workouts. | Y |
|  |  |

# 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 |
| 6:50 | Rich | Financial issues 2018-2019 Fiscal Year   * Approve final 2018-2019 budget & expenses | Appropriate decisions made |
| 7:00 | Rich | Financial issues for 2019-2020 fiscal year   * See items in Notes | Appropriate decisions made |
| 7:25 | Mike | MN Vortex Program Coordinator | Align on role |
| 7:35 | Dan | Feed My Starving Children Event   * Date? |  |
| 7:40 | Mike | Winter Workouts   * Coach/Trainers: Mike * Team Equipment: Steve (collect from team coaches and distribute for winter workouts) * Schedule | Alignment and actions for issues |
| 7:55 |  | Depart |  |

# Decisions

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Motion - Who | Second - Who | Vote (favor/ opposed) |
|  | Approve September meeting minutes | Rich | Steve | 6-0 |
|  | Acquire a Visa credit card for MN Vortex | Rich | Dan | 6-0 |
| 1. Ap | Move $10,000 into a CD | Richard | Mike | 6-0 |
|  | Pay all non-parent coaches a $15/day per diem to be requested per tournament | Dan | Mike | 6-0 |
|  | Approve annual salary of $10,000 for Vortex/A’s Operations Manager | Dan | Jack | 6-0 |

# Assigned Action Items

|  |  |  |  |
| --- | --- | --- | --- |
| **Task** | **Accountability** | **Due**  **Date** | **Date Completed** |
| Schedule and facilitate a tryout debrief. Include a few interested parents (e.g. Paul Gronholz) that can help next year. Invite Coaches. October 8th, 7:00pm at TCOS | Dan | 9/20/19 | Complete |
| Get update on uniforms – ready to order 9/23/19 | Dan | 09/24/19 | Complete |
| Add Richard Gross to future Board meeting notices | Dan | 09/19/19 | Complete |
| Follow up with new volunteers on next steps | Dan | 9/20/19 | Complete |
| Move remaining financial discussion items (non-urgent) to next month | Dan | 10/20/19 | Complete |
| Add to future agenda: Coach travel guidelines/policy for teams with multiple assistant coaches | Dan | 10/20/19 | Complete |
| Develop and provide a written proposal for Vortex “program coordination” support: what is the work this person will do and how will the MN Vortex fund it. | Mike |  | Complete |
|  |  |  |  |
| Background Checks – one open item | Dan | Ongoing | In Progress |
| Concussion Training | Dan | Ongoing | 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 – Cannot get League Athletics to respond to Beth. Need Mike or Rich to contact them. – Rich sent an e-mail to League Athletics. – get Nicole T involved | Dan | 04/01/19 | In Progress |
| Investigate possible pitching coaches | Mike | Ongoing | Ongoing |
| Schedule next Board Meeting – November 19, 6:30am | Dan | 10/21/19 | Complete |
| Provide a documented proposed plan for an additional 12U Team for training and possibly for next summer – wait to see what sign-ups we get through TC Fastpitch “train and play” in winter | Jack | 12/15/19 | Hold |
| Background check follow-up | Mike/Steve | 10/28/19 |  |
| Make fall coach payments (Mike to provide a salary by coach summary to Rich) | Rich | 11/15/19 |  |
| Discuss “A’s” name with Dan Rubischko for MN Vortex to maintain the trademark | Mike | 11/15/19 |  |
| Communicate travel per diem to all coaches (in update for reimbursement policy) | Mike | 11/15/19 |  |
| Create a written proposal for tournament mileage reimbursement for review at November Board meeting | Steve | 11/15/19 |  |
| Book FMSC event | Nicole | 10/23/19 |  |
| Develop plan to fund Vortex/A’s Operations Manager | Rich | 11/15/19 |  |
| Add to November agenda – review of Mike’s salary | Dan | 11/15/19 |  |
| Add to November agenda: Review Board Positions | Dan | 11/15/19 |  |

# Meeting Minutes

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

1. 2018/2019 Financial Review
   1. Content sent to the Accountant for tax paperwork (no taxes for us)
2. 2019/2020 Financial Discussion
   1. Coach payments – Fall, Winter, Spring. Fall payments to be made now.
   2. Scholarships – One partial scholarship being discussed at this time. Update in November.
   3. Payment status to be reviewed in November based on families and teams.
3. Protecting Minnesota A’s trademark – initiate action – Mike to discuss with Dan R.
   1. Take more formal action as needed in winter
4. Team tourney/budget approach – limits to trigger fundraising – avoid end of season overage
   1. Dan/Rich to monitor every other month.
5. Move a reserve amount into a US Bank CD
6. Policies
   1. Per Diem reimbursement for Head and Assistant coaches – started 2019
      1. $15/day for all non-parent coaches – must be requested by coaches.
   2. Reimburse in-town travel, mileage to tourneys?  Games?  Practices?
7. Lexi Tournament Financials finalized
   1. <https://docs.google.com/spreadsheets/d/1bEw2vAVURBrPt9UDsieKJ54BGEuO5FUbeYFL39DYCJQ/edit?usp=sharing>

**Tournament Scheduling (**[Tournament Status Sheet](https://docs.google.com/spreadsheets/d/12_9KyDByWpDbtn4dAwP28pTKtOpRsDUeRWvTKK2JvMc/edit#gid=521904944))

**Winter Workouts**

* Sign-up completed by the end of this week
* Locations
  + P2P Confirmed
  + TCOS will be ready
  + A few Tuesday nights not available at Wayzata CMS
  + Minnetonka dome secured
* Most coaches/trainers in place for winter

**Vortex Program Coordinator Role**

* Nicole Tobon
* See job description
* Supporting winter training is part of her salary
* $10,000 annually salary for MN Vortex/A’s

**OTHER**

* Tournaments: Dan
* Uniforms: Mike
* Team Equipment: Steve
* Practice Fields: Steve
* Possible Pitching Coaches: Mike is still lining them up for winter clinics

**General Discussion items**

# Parking Lot

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