

**CGAA Main Board Meeting Minutes**  
**Sunday, June, 8th 2014**

Start Time: 7:05 p.m.

End Time: 8:50 p.m.

**To Do:**

- Mary will provide a list of all gambling payments due to divisions
- Convert all divisions to main checking account and close out old accounts
- Put something in place regarding number of raffles and timing for each division
- Create a policy regarding members who have outstanding balance in divisions

**Attendance:**

- Dan Harrison, President [Main Board]
- Justin Langbehn, Vice President [Main Board]
- Dan Smoot, President [Football Division]
- Tina Clark, Bookkeeper
- Bev Manship, Treasurer [Volleyball Division]
- Kim DeVaan, Treasurer [Main Board]
- Brad Strom, President [Softball Division]
- Kurt Rasmusson [Basketball Division]
- Mary Perren [Gambling Director]
- Chad Brown, Vice President [Hockey Division]
- Dave Weidner, President [Baseball Division]

**Absent:**

- Verna Witzany, Secretary – coaching: Softball Bloomington Bash Tournament
- Jim Bollback, President [Soccer Division]

**Guest:**

- Phil Kuemmel Update

**Old Business:**

- Dan Smoot reached out to the divisions in regards to the us possibly using the extra West Rink as a practice facility during the Spring and Summer months. Dan will get back in touch with Zac Doctor to give him these results and see where to go from there.
  - Softball: 100-125
  - Baseball: 60
  - Soccer: 30-40
  - Football: 5-10
  - Basketball: 0
  - Hockey: 0
- Positive Coaching Alliance. (Dan Smoot)
  - This is a national non-profit association so youth sports can have a positive experience. It was founded out of Stanford and is backed by several sports figures.
  - We would be the second youth athletic association in the state, Prior Lake being the first.
  - One reason to do this is to try and retain our players. 70% of athletes drop by age 13.
  - CGAA is a perfect place to start. Currently using it with his son's baseball team and they are seeing great things for these kids.
  - The process really pushes out the bad coaches. Studies show programs who adopt this program has shown better performance on the field
  - They offer hands on workshops. First would be leadership workshop, board middle school/ high school coaches. Answers the "Why" we should be doing this and lays

the ground work for the program. Q:Dan Harrison: how many people can participate? A: Dan Smoot: 60-70 participants in the first session.

- Second work shop would be coaching 101. Double goal coaching: laying the ground rules for coaching. All coaches would be involved teaching them how to help athletes bounce back. Offered twice in year 1 summer fall / winter spring
- There is also a parent workshop showing the parent how help foster these values into their athlete as well as into the community.
- Timeline would look something like this for year 1:
  - Leadership Workshop: July
  - Coaching 101: August / January
  - Parent Workshop: September
- Year 2 we could continue to offer the coaching 101 and add two additional classes.
- Year 3 we could offer another leadership workshop and advance the coaching to be 201 and 301
- You can have up to 4 workshops per year and comes with 20 online codes to do online training as well.
- We would establish a position on the boards to have one person dedicated to making this better and keep this program going.
- Annual cost is \$4,250 which includes 4 workshops, 300 books (\$4.50 per book over 300) and an Honor the game banner (\$75 each additional banner)
- Dan Smoot to be in charge of the program to insure its success.

**MSP:** Dan Smoot, Chad Brown. Motion that each division pay \$500 (Volleyball \$250) and gambling to cover the rest, not to exceed more than \$2,000.00 of the first years spend to bring in Positive Coaching Alliance to CGAA. Discussion: Year 2 and 3 will be included in budgeting.

- Dan Smoot to draft an email and send to all of the divisions.

**New Business:**

- YSB is having an open house and would like every tenant to be involved. Mary would like to put together a Flyer for CGAA and donate bollons/candy/magnets

**MSP:** Mary Perren, Chad Brown. Motion to spend no more than \$400.00 for items used in the Open House. Discussion: None

- Humidifiers for the basement. Rain has not be helping the humidity issues in the basement. Please keep the doors open as much as possible to help the air flow. If you are interested in purchasing a dehumidifier reach out to Mary. They are running about \$300 per unit.

**MSP:** Dan Harrison, Brad Strom. Motion to use gambling funds not to exceed \$2,000.00 for humidifiers in the basement. Discussion: None

**Secretary:** (Verna Witzany)

**MSP:** Dan Harrison, Dan Smoot. Accept May 2014 meeting minutes. Discussion: None

**Gambling:** (Mary Perren)

CGAA BOARD MEETING	6/9/14
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Checkbooks balance:

Start Banks	
AMSBG	\$4,300.00

Franke's	\$4,700.00
Park Place	\$3,400.00
Cloverleaf	\$2,600.00
Bingo, Meat raffle	\$1,000.00
Totals	\$16,000.00

Estimated gambling expenses for:			Jul-14	
LOCATION	AMSBG	FRANKE'S	PARK PLACE	CLOVERLEAF
RENT	\$1,750.00	\$3,000.00	\$1,500.00	\$3,500.00
PAYROLL	\$6,000.00	1800.00.	\$1,500.00	\$2,000.00
MISC EXP	\$2,000.00	\$1,500.00	\$1,500.00	\$2,000.00
OTHER	\$1,000.00	\$500.00	\$1,000.00	\$500.00
SITE TOTAL	\$10,750.00	\$5,000.00	\$5,500.00	\$8,000.00

COMBINED SITE TOTAL	\$29,250.00
STATE TAX	\$18,000.00
MONTHLY REGULATORY FEE	\$350.00
TOTAL ESTIMATED EXPENSES	\$47,600.00

Motion that these estimated expenses be approved.

TAX RETURN FOR MONTH & YEAR:	May-14
Raffle Gross Receipts	\$16,140.05
Raffle Prizes Paid	\$5,977.91
Raffle Net Receipts	\$10,162.14
Bingo Receipts	\$1,497.00
Bingo Prizes	\$1,130.00
Bingo Net	\$367.00
Electronic Pull Tabs Receipts	\$14,056.25
Electronic Pull Tab Prizes	\$10,520.75
Electronic Pull Tabs Net Receipts	\$3,535.50
Gross Pull Tab Receipts	\$295,298.00
Pull Tab Prizes Paid	\$245,776.00
Net Pull Tab Receipts	\$49,522.00
Net Receipts	\$63,586.64
8.5% Tax	\$894.98
Combined Receipts Tax	\$19,100.70
Board Fee .01% of Gross Profit	\$309.31
Total Taxes Paid this month	\$20,304.99
Gross Profit After Taxes	\$43,281.65
Total Allowable Expenses	\$28,405.16

<b>Profit</b>	<b>\$14,876.49</b>
<b>Lawful Purpose Expenditures</b>	<b>\$1,502.11</b>
<b>Profit for AMSBG</b>	<b>\$1,391.47</b>
<b>Profit for Franke's</b>	<b>\$5,772.44</b>
<b>Profit for Park Place</b>	<b>\$2,369.84</b>
<b>Profit for Cloverleaf</b>	<b>\$5,342.74</b>
<b>Total Profit</b>	<b>\$14,876.49</b>

<b>Motion to pay:</b>	<b>State of MN</b>	<b>\$20,304.99</b>
<b>Motion to pay:</b>	<b>City Of Newport</b>	<b>534.27</b>
<b>Motion to pay:</b>	<b>Newport Athletic Association</b>	<b>801.41</b>
<b>Motion to pay:</b>	<b>St Paul Park Athletic Association</b>	<b>0</b>
<b>Motion to pay:</b>	<b>Youth Services Bureau</b>	<b>\$1,441.19</b>
<b>Motion to pay:</b>	<b>Century Link not to exceed</b>	<b>\$70.00</b>
<b>Motion to pay :</b>	<b>Softball Softball Bat Raffle</b>	<b>\$304.69</b>

<b>PT Sales</b>	<b>May-13</b>	<b>May-14</b>	<b>Totals</b>	<b>PT Sales</b>	<b>June-14</b>
<b>AMSBG</b>	\$9,957.00	14,351.00	\$4,394.00	<b>AMSBG</b>	14,304.00
<b>Franke's</b>	\$12,867.00	12,363.50	\$(503.50)	<b>Franke's</b>	10,078.00
<b>Park Place</b>	\$1,979.00	7,422.00	\$5,443.00	<b>Park Place</b>	4,399.00
<b>Cloverleaf</b>	\$8,267.00	18,621.00	\$10,354.00	<b>Cloverleaf</b>	11,370.00
	\$33,070.00	52,757.50	\$19,687.50		40,151.00
			<b>Sales up</b>		<b>Last years sales</b>

Totals to date

<b>June Deposits</b>	<b>Pulltabs</b>	<b>Meat Raffles</b>	<b>Bingo</b>	
<b>AMSBG</b>	\$4,440.00			
<b>Franke's</b>	\$2,774.00			
<b>Park Place</b>	\$1,786.00	\$160.00	\$194.00	
<b>Cloverleaf</b>	\$850.00			<b>Grand Total</b>
<b>Totals</b>	\$9,850.00	\$160.00	\$194.00	\$10,204.00

<b>Raffle funds Balance Due</b>	<b>Percent of debt</b>
<b>Soccer</b>	\$26,298.86 55%
<b>Softball</b>	\$15,619.41 33%
<b>Baseball</b>	\$5,750.39 12%
<b>Total</b>	\$47,668.66 100%

**MSP:** Mary Perren, Brad Strom. Motion that these estimated expenses be approved @ \$47,600.00. Discussion: None

**MSP:** Mary Perren, Dan Smoot. Motion to pay the State of MN State tax on the G-1 not to exceed \$19,289.59. Discussion: None

**MSP:** Mary Perren, Brad Strom. Motion to pay the City of Newport \$478.80. Discussion: None

**MSP:** Mary Perren, Brad Strom. Motion to pay the Newport Athletic Association \$718.19. Discussion: None

**MSP:** Mary Perren, Dan Smoot. Motion to pay rent for CGAA office space not to exceed \$1,500 for July 2014. Discussion: none.

**MSP:** Mary Perren, Brad Strom. Motion to pay Century Link not to exceed \$ 70.00 for July 2014. Discussion: none

**MSP:** Mary, Dave Weidner. Motion to pay Softball Division \$304.69 for meet raffle. Discussion: none

- One month left in higher tax bracket.
- Clover Leaf site is up \$10k over last year. Hoping due to better games however weather has not been the greatest therefore more people are in the bars.
- Gambling is finally organized into the new rooms.
- Charitable Organization Initial Registration & Annual Report Form needs to be signed and taken care of

**Treasurer:** (Kim DeVaan)

(Insert Balance Sheet Report)

**Cottage Grove Athletic Association, Inc.**

**Balance Sheet**

**As of June 8, 2014**

	<u>Total</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 Petty Cash	410.66
1010 Cash in bank - Main Board	26,544.91
1099 NEW MAIN BOARD	-1,323.98
1001 MAIN BOARD	-858.83
1055 BASEBALL	92,841.67
1060 BASKETBALL	36,686.73
1065 FOOTBALL	25,358.92
1075 HOCKEY	21,255.21
1080 SOCCER	25,864.57
1085 SOFTBALL	36,906.65
1090 VOLLEYBALL	6,945.03
<b>Total 1099 NEW MAIN BOARD</b>	<b><u>\$243,675.97</u></b>
<b>Total 1010 Cash in bank - Main Board</b>	<b><u>\$270,220.88</u></b>
1015 Cash in bank - Hockey	36,948.19
1020 Cash in bank - Football	0.00
1025 Cash in bank - Basketball	25,301.70
1030 Cash in bank - Softball	4,359.24
1035 Cash in bank - Baseball	26,157.00
1045 Cash in bank - Traveling Soccer	7,554.86
1046 Cash in bank - Recreational	211.00
1047 Cash in Bank - Traveling Soccer	0.00
1048 Cash in bank - RWTW	0.00
<b>Total 1045 Cash in bank - Traveling Soccer</b>	<b><u>\$7,765.86</u></b>
1050 Cash in bank - Volleyball	0.00
1070 Wells Fargo CD - Baseball	17,512.26
1600 Undeposited funds	0.00
<b>Total Bank Accounts</b>	<b><u>\$388,675.79</u></b>
<b>Other current assets</b>	
1100 Accounts receivable	46,380.47

1150 A/R Allowance	-529.81
1200 Prepaid insurance	2,488.58
1210 Prepaid expenses	0.00
<b>Total Other current assets</b>	<b><u>\$48,339.24</u></b>
<b>Total Current Assets</b>	<b><u>\$437,015.03</u></b>
<b>TOTAL ASSETS</b>	<b>\$437,015.03</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2010 Accounts payable - other	20,118.04
2200 Payroll Liabilities	-1,331.22
2201 FICA payable	441.40
2202 Federal payroll taxes payable	-24,303.41
2203 State payroll taxes payable	-10,130.67
2204 SUTA payable	-717.16
<b>Total 2200 Payroll Liabilities</b>	<b><u>-\$36,041.06</u></b>
2250 Sales taxes payable	17,768.02
2300 Deferred Revenue	231,553.57
2500 Note payable	552.26
<b>Total Other Current Liabilities</b>	<b><u>\$233,950.83</u></b>
<b>Total Current Liabilities</b>	<b><u>\$233,950.83</u></b>
<b>Total Liabilities</b>	<b>\$233,950.83</b>
<b>Equity</b>	
3200 Unrestricted Net Assets	209,706.64
<b>Net Income</b>	<u>-6,642.44</u>
<b>Total Equity</b>	<b><u>\$203,064.20</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$437,015.03</b>

Wednesday, Aug 06, 2014 07:32:11 PM PDT GMT-5 - Accrual Basis

**MSP:** Kim DeVaan, Brad Strom. Motion to pay operational expenses not to exceed \$2,500.00.  
Discussion: none.

- Had treasurers meeting right before main meeting with little attendance. It is very import the treasurers are coming to these meetings in order for us stay caught up.
- Still working on transferring over all of the accounts. Making progress but waiting on some outstanding checks before they can be closed.

**President:** (Dan Harrison)

- Reached out to best buy working on the TV. Checking on the best connections under \$1500 installed. Will have something pus in over the next few weeks.
- Extremely important we are reading the minutes and approving them. We need to make sure we are including certain things (see attached list) such as big purchases and motions to pay operational expenses. Also, large contracts need to be signed and approved by Dan Harrison, Justin Langbehn or Kim DeVaan.

**Vice-President:** (Justin Langbehn)

- Meeting minutes are here to show the new people what was going on. We want to lay the ground work on what we need to do and why we do what we do.
- We got to get them out on the websites. Create a tab on the site for public consumptions and make sure your divisions are updating them monthly.

**Softball:** (Brad Strom)

- End of the year tournament is happening in 3 weeks.
- 7 or the 10 traveling teams have qualified for nationals.
- Good season for the girls

**Baseball:** (Dave Weidner)

- End of the year tournament not until July.
- Traveling teams are hit and miss. Some teams are doing better than others but it has been pretty quite.

**Hockey:** (Chad Brown)

- Registrations will be starting in June.
- Annual golf fundraiser will be held on June 27<sup>th</sup> down at Mississippi Dunes. Advanced Sportswear has elected not to run the tournament this year so the association is running everything on their own.
- Eric continues to battle his medical issues and is considering resigning from the board as president.

**Volleyball:** (Bev Manship)

- Very quite. Working on getting letters sent out to the players who still have outstanding balances.

**Football:** (Dan Smoot)

- Registrations are now open
- Golf tournament will be on July 18th

**Basketball:** (Kurt Rasmusson)

- Camp starts tomorrow and runs Mon – Thurs for the next three weeks
- Saturdays at park has 93 players this year
- There is a new varsity boys coach and the high school. Hoping to work very close with them this year