

ANCHORAGE SPORTS ASSOCIATION  
EXECUTIVE BOARD MEETING  
12/9/2014  
MINUTES

Roll Call:

Present- Asa, Ingrid, John, Elaine, Dave, Gary, Steve, Kelly, Freddie

Excused- Jaige, Holly, Mike

Resigned- Roxy

Added- Vic

Quorum was determined to be present

Meeting called to order at 5:45pm by Asa

Approval of minutes from last meeting

Move for approval as submitted- Kelly, Elaine seconded.

Approved with no objections

Old Business

No old business

New Business

1- Election of Officers

- a. Vic Lapena has agreed to represent Volleyball as Member-at-Large, taking Roxy Knight's place.
- b. Motion to table additional election business from Dave; Softball has a number of changes pending that may impact their slate
- c. Tabled.

2- Budget approvals 2014-2015

- a. Motion (Gary) to table Softball, Basketball, and Volleyball budgets until the January meeting due to additional information requested. Steve seconded. None opposed.
- b. Sport-specific budgets tabled.
- c. Discussion of Administrative budget
  - i. Gary recommends an 18K per annum cut in the expense budget.
  - ii. Dave questions the income numbers.
    1. Freddie explained that, for example, \$40 of each person's softball fees, each year, go to administrative costs.
    2. This includes facility/field rentals, office costs, salaries, etc.
  - iii. Gary notes that our accounting fees will go down this next year due to changes in our accountant contract (from annual fee to hourly).
  - iv. Discussion of credit card Merchant fees; ways to reduce (different vendor) or have direct surcharge to the player who chooses to use cc.
  - v. Discussion of office lease; may be able to find less expensive office space.
    1. Balance of cost with convenience
    2. Parking issues
  - vi. Steve acknowledges work done to date.
  - vii. Gary cites excitement on the part of the new Softball board; they are ready to make change that will benefit the players.
- d. Gary moved to table Admin budget to January meeting. Steve seconded. None opposed.

i. Further discussion

1. All Exec Board members asked to review budget proposals with an eye to possible efficiencies, such as Costco for cc Merchant fees.
2. Further discussion of areas for possible economizing.
3. Freddie and Gary will work on a plan for credit card management, involving a computer-savvy person to assist.
  - a. Freddie explained the online registration process and costs associated.
  - b. >1500 players registered online last year.
  - c. Difficulty with collecting fees from online registered players who chose cash/check.

ii. Admin budget tabled.

3- Softball Field Improvement Loan Extension

- a. Background:

- i. Softball borrowed 90K+ from the general fund. This was to be repaid in 2 payments, in 2015 and 2016..
    - ii. Softball Board has met, and set up a number of subcommittees. One was charged with assessing the fields for repairs needed. Gary shared the assessment results.
  - b. Request:
    - i. There is a request to amend the Field Turf Loan Repayment plan.
    - ii. Gary moves to make an interest-only payment in 2015, and extend the principle + interest payments to 2016-2017.
    - iii. The money retained would be used to make the recommended repairs and improvements identified by the field subcommittee.
  - c. For review in January:
    - i. Itemized cost of improvements.
    - ii. Include review of needs of other sports (i.e. Volleyball needs new nets).
  - d. Motion withdrawn. Information will be gathered and presented to the Softball Board first, then returned to the Executive Board.
- 4- Lease of Office Space
  - a. Generally discussed under admin budget, but to summarize:
    - i. Consider new space.
    - ii. Consider negotiating a lower rate at O'Malley Gardens.
    - iii. Consider limited competition for the current office space, and likelihood that if they are unable to find a tenant, field/court fees will increase to match.
  - b. Gary moved to table discussion. Steve seconded. None opposed.
  - c. Office Lease issue tabled.
- 5- Office Assistant Pay Increase
  - a. Freddie requests an increase in the max hourly for our Office Assistant job description.
  - b. Job description distributed and reviewed.
  - c. Motion to increase max for the job to \$14 hourly. Recommend starting pay be assessed at 6 months and a raise given if performance warrants. Motion by Gary, Ingrid seconded. None opposed.
  - d. Pay range changed to max \$14 hourly.
- 6- Donnie's retirement bonus
  - a. Donnie has requested a retirement bonus.
  - b. Discussion of Carol's retirement bonus:
    - i. It came from the Morgan Stanley account.
      - 1. There is a balance in that account.
  - c. Asa and Steve believe that \$7500 would be appropriate
    - 1. Jaige countered with \$5000.
    - 2. Discussion of reasons for each.
    - 3. Asa presented further supporting reasons including Donnie's value to ASA and the sport community.
  - d. Asa moved for \$7500 bonus to be approved. Dave seconded. None opposed.
  - e. Donnie to receive \$7500 retirement bonus with our thanks for his service to ASA and the sports community.
- 7- Elaine's Executive Board Agreement.
  - a. In the interest of time, Dave moves to table until the next meeting. Kelly seconded. None opposed.
  - b. Members to review and edit if desired.
  - c. Executive Board Agreement tabled.
- 8- For the Good of the Order
  - a. New bookkeeper to be hired after the audit and end-of-year financials are complete.
    - i. Will request quarterly financial reporting going forward.

Gary moved to adjourn at 6:50. Unanimous chorus of "second". Meeting adjourned at 6:50pm.