

Pirate Youth Athletic Association
Board Meeting Minutes
C-FC High School Commons
December 14, 2014 at 7:00 p.m.

1. Call to Order at 6:00 p.m. by President Zach Schmidtknecht
2. Roll Call (x denotes that individual was present):

<u>Board</u>		<u>Program Leads</u>		<u>Committee Chairs</u>	
Zach Schmidtknecht President	X	Dan Wicka Football	X	Jeff Mann Program Development	
Mark Brone Vice-President	X	Early (Buzz) Murty Wrestling		Steve Scharlau Policy	
Kalene Engel Secretary	X*	Patrick Thorsell Boys Basketball	X*	Larry Gabel Fundraising	X
Ben Adank Treasurer	X	Randy Knecht Girls Basketball		<u>Administration</u>	
Jason Becker Facility Coordinator	X	Shelli Brone Volleyball		Tom Hiebert	

*Arrived after the meeting started. Initial discussion was on fundraising/concessions; minutes are formatted in accordance with the Agenda.

3. Approval of Minutes from November 16, 2014 Meeting: Motion by Mark, second by Ben to approve minutes for the November 16, 2014 Board Meeting. No discussion. Motion passed 5-0.
4. Announcements: None.
5. Financial Report Review/Approval of Bills: Ben distributed a financial report including revised profit/loss projections for basketball. The only bill was for \$252.95 for First Aid Kits for winter sports teams. Receipts included funds transfers from various grades into that sports account as well as participation fees. Going forward, each sports Program Lead will be in charge of the funds for that sport with oversight from the board. Motion by Mark to approve the bill; second by Jason. No discussion. Motion passed 5-0. Motion by Kalene to approve the Financial Report; second by Mark. No discussion. Motion passed 5-0.
6. Review of Formal Organizational Structure of PYAA: Kalene checked into the possibility of including other organizations—such as Booster Club and/or PTO—with the incorporation of PYAA. Attorney Robert Loberg recommended against it, mostly because the non-profit/tax-exempt process is a very difficult, detailed and long process and adding other organizations would make it more difficult. With the incorporation, we need to decide on a name. The board would like to use Pirate Youth Athletic Association and add “corp” or “LLC” depending upon which structure Mr. Loberg recommends. Kalene will provide Mr. Loberg with the information necessary to start the incorporation process.
7. Committee Reports:
 - a. Fundraising:
 - i. Concessions: Larry has recruited three people to help with organizing concessions. Kalene put together an informational packet on how to run concessions for a GNBL tournament and sent it to Larry for his review. We need to keep soliciting people to help, including reminding parents to sign up on the VolunteerSpot link for work slots. We also need to identify tournament directors for each home tournament and lead concession managers for each tournament. Kalene will send an e-mail to all coaches who have home tournaments, asking them to designate a lead in those areas. Starting January

1st, concessions will be run out of the concession stand instead of the kitchen. Doing so will help alleviate both liability concerns regarding use of the school kitchen plus reduce the number of volunteers needed to operate concessions.

- ii. Storage Space: Larry is working with school administration to secure storage space for PYAA and, in particular, concession supplies. There is a lot of storage space available in a storage room adjacent to the concession stand, but it needs shelving to make it more functional. We also need two pizza ovens and a refrigerator (if approved by school administration) for the concession stand. Motion by Kalene, second by Ben to authorize Larry to purchase two pizza ovens, shelving (approximately \$100) and a refrigerator (up to \$500) for concessions and storage. Dan Wicka indicated that the company he worked for might be willing to donate towards the purchase of a refrigerator, if asked. Zach will draft a letter. No other discussion. Motion passed 5-0.
 - iii. Hall of Fame/Alumni Tournament: Mark suggested that PYAA consider starting a Hall of Fame for former C-FC Athletes and linking it to the Alumni Tournament. A HOF could not only build goodwill and recognition of past achievements, but also potentially lead to revenue in the form of donations. The board was supportive of the idea and Mark was suggested to work on the structure/format for a HOF.
 - iv. Other Fundraising Issues: Mark is heading up the Alumni Tourney Fundraiser and Donnie Bjorge has agreed to chair the Race Track Fundraiser. Winter sports programs need to be re-run due to an error and this will result in an extra cost of \$300. School administration wants to have all team photographs for each in each sports program for that season.
- b. Policy: The Board considered a policy issue via e-mail when asked about distributing information from a vendor to the PYAA e-mail list. After discussion, the vendor was directed to e-mail coaches for distribution, reserving the e-mail list for PYAA information/announcements. The Board was comfortable with how this issue was handled.
 - c. Program Development: Mark questioned whether payment to volunteer “non-parent” coaches could be considered. Once PYAA is incorporated, paying coaches will be easier. At present, parents could chip in funds to help with expenses, such as gas. In the future, our fee schedule may have two options—one “with” a parent volunteer coach and one “without.”

8. Program Reports:

- a. Basketball (Boys & Girls): Missing forms are slowly trickling in. Kalene will follow up with coaches. Thanks to Mark for stepping up to coach 7th grade boys. Randy is getting the boys 3rd/4th grade paperwork together for submission to the YMCA.
- b. Football: The team finished 2nd in the Morrie Miller League, losing in OT to Rushford. Dan would like to get some new equipment and was informed about how funds would be handled by PYAA/Program leads.
- c. Wrestling: The signup for wrestling is December 15th. Jason and Ben will stop by the signup meeting to see if the Murtys need any help. Booster Club still plans to do the concessions for the tournament. Kalene and Jan Murty created a VolunteerSpot signup for the youth wrestling tournament.
- d. Volleyball: No report.

9. Communication: Discussion was had on possible ways to get the word out about PYAA activities including newspaper articles/photos, Facebook postings and the website.

10. New/Other Business: First Aid kits are available for coaches in the C-FC Kitchen.

11. Adjourn: Motion to adjourn by Kalene; seconded by Jason. No discussion. Motion passed 5-0. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Kalene Engel, Secretary