



## Big Lake Baseball Association (BLBA) Monthly Board Meeting Agenda & Minutes

Date: 2/18/24

### Board Member Attendance:

Name	Position	Attendance (present, absent, virtual, etc.)
Mike Smith	President	Present
Dan Grove	Vice President	Absent
Nikki Possehl	Treasurer	Absent
Giselle Hattesohl	Secretary	Present
Charles Spoden	Member At Large	Present
Ashley Luoma	Member At Large – Director M&M	Present
Terra Bruns	Member At Large – Apparel & Photos	Present
Jason Reimringer	Member At Large – Webmaster	Present
Katie Laney	Member At Large – Volunteer Coordinator	Present
Tessa Miller	Member At Large – In House Coordinator	Present
Mike Horn	Board Member	Present
Katie Erickson	Board Member	Present
Loren Holthaus	Associate Director	Absent
Guests		

### Agenda:

Topic	Description	Action / Discussion
Team Rosters/Coaches	Discussed setting a time & date to set teams and choose coaches. Discussed having pre-season coaches meeting and going over resources	Set a location for team selection/coaches. Tessa to create an email for kids who have made/not made travel teams. Set a close date for In house registration – 3/1/24
Communications	Discussed the best way for communication going forward	Each member of the board will create/use a “BLBA” association email that will be able to be passed down to new members as they change. Tessa will share instructions for SportsEngine for whoever drafts up an email with tips for the site – coaches/parents



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<p>Mass Registration</p>	<p>Discussed our best practice/plan for upcoming Mass registration</p>	<p>Mike will see if we can get in prior to 6:00 for set up. Once everyone arrives – we can set people at stations to help during each part of the process. Terra to get Credit card to order the pants in our style in various sizes for try on at registration</p>
<p>Handbook Progress</p>	<p>Discussing current standing of new Handbook</p>	<p>Last few portions to finalize : Background checks – Dan will be in charge of Volunteering/fees – Katie will go over. And create an email specifically set for “Volunteer coordinator” Mike &amp; Chuck will check on section about players sitting out for innings in a row Mike H will look at verbiage for starting pitchers</p>
<p>Season start dates (M&amp;M, In house, Travel)</p>	<p>Went over calendar planning for each piece of our association</p>	<p>M&amp;M registration will open 3/2/24 – will close 4/12/24. In person registration and parent meeting will be held maybe 4/11/24. Equipment hand out will be likely 5/5/24 – will need a few board members for this and in person registration</p>
<p>Fundraising/Concessions</p>	<p>Discussed Dippin Dots kiosk freezers. And adding a concessions committee.</p>	<p>Terra will gather more information for us to move forward with Dippin Dots. Concession Committee will consist of Terra, Katie L., Giselle and overseen by Dan.</p>
<p>Equipment checks</p>	<p>Discussed a plan for equipment checking</p>	<p>Katie E. and Jason will connect to set a date for equipment checks</p>



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### Minutes:

6:34 meeting called to order

\*Last months minutes discussed and approved.

\*OPEN FORUM\*

Joe Bruns brought up a proposition made by Tyler Halverson – beginning next year for Clinic time, he would be willing to help out with clinics. He would attend our clinics and be the key holder for the school gyms – could be a good option to save money and help develop younger baseball players going forward.

\*Team rosters/coaches

Mike S. brought up creating a committee for coach/team selection next year. Also to select coaches prior to Tryouts if possible. This year we will move forward with the full board that can attend for team/coach selection meeting.

Mike S. will check on getting the scores updated for the items that came in wrong before the team selection meeting.

Tessa will create a Social media and email draft for letting families know that we are closing travel registration on 2/23/24.

Coach & Team selection meeting will be held on 2/25/24 at 6:00/6:30, location and exact time TBD.

Tessa also working on an email draft for kids who did not make travel teams – letting them know we are able to offer a spot on our Quad City League.

Discussed In house registration – In house will have a soft close on 3/1/24 to guarantee a uniform by the time needed. Registering after that date cannot guarantee uniforms to be in on time.

\*Coaches Handbook

Tessa has drafted a handbook for new coaches coming in with general rules and tips. Resources for them to go back to throughout the season.

\*Coaches pre-season meetings

We will want to find a date to have a pre-season coaches meeting – requiring each team to have at least one coach in attendance. This meeting can double as equipment pick up. Mike H. will also look into a Coach's clinic before this.

\*Communication

Going forward – our best plan is to send emails via our email chain (will need to make a new one with new emails for board members). We can text specific people to let them know we have sent an email if we need them to check it sooner than later.

Board emails – we will create emails designated to each board member's spot in Gmail. This will be an email that can be passed down to new members as we change positions. Katie E. & Tessa will look into creating emails for "at large" positions to make sure they match up in order.

Instructions for SportsEngine – Tessa does have screenshots of parts of SportsEngine to help explain parts of the site. When someone creates an email draft of tips and tricks for accessing the site she can provide those to include. We would want one email drafted for parents/families and one email drafted for coaches/teams.



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### \*Mass Registration

Mass reg. will be held on 2/22/24 from 6:00-8:30 at the High School. Mike S. will see if we can get in early to set up our stations. We will plan to have any paper information put into the computer the same night so that we do not have any questions after the fact or leave it all for one person to finish at home.

We have full range of jerseys for try on – Terra will get credit card information to find the pants style we have ordered on another site. Amazon maybe? To try to get them here before for trying on.

Dan will bring tablets and cheddar up piece for day of payments.

### \*Handbook/bylaws

Tessa went over some more pieces that need some attention – Noted above in the table.

### \*Season Dates

Majors & minors we will plan to open after In house closes – Open on 3/2/24 and close registration by 4/12/24. In person registration and parent meeting will be held on 4/11/24 maybe? Team rosters we will want figured out and given to coaches by 4/28/24. Equipment hand out will likely be held on 5/5/24.

We may want to look at reaching out to second graders that are looking for more competitive baseball experience to join the Quad City League – someone to look into this.

### \*Concessions/Fundraising

Terra will move forward with Dippin Dots – get more information about how to move forward with having the freezers with us for tournaments.

We have planned to set up a concessions committee – Terra, Katie L., Giselle will be on this committee and have it overseen by Dan.

Fundraising opportunities : selling blankets at any in person event and selling old Jerseys/hats on hand at in person events as well.

Talked about setting up a donation table for old/gently used cleats for anyone who may need some – maybe have it set up at mass registrations? – More helpful for M&M if we can get it set up by then.

### \*Equipment check – Katie E. and Jason will set up a date to go through equipment

### \*Volunteering

Talked about Scholarships – this will be for registration only. Families with scholarships will still give volunteer checks.

Talked about setting hours for DIBS at 2 or 3 hour increments so that families can sign up for hours separately if needed.

Photos – In house/travel will be 5/17/24 – If teams cannot make this date we can set up make up photos during M&M photos.

### \*OPEN discussion\*

Talked about a child from another town that has applied for our association

Also discussed Mike S. sending out scores from tryouts to board members for review before team formation.