



Board of Directors Monthly Meeting Minutes
Monday, April 21, 2025
6:30PM

Location: Richfield Fire House - 2008 Hwy 145, Richfield

Attendees: Harry Susman, Megan Triscari, Scott Walworth, Beth Suminski, Brandon Duke, Jeremy Miller, Dave Mazur

Coordinators/Special Guests: Joletta Kerpan, Ashley Mervar, Jason Andrae, Ashley Bruins, Jen Gettelman, Lauren Boldt

Start Time/Roll Call – 6:33

Approval of March 17 Minutes- Harry motioned to approve, Beth 2nd, all in favor, no one opposed, motion carried

Approval of April 21 Agenda – Brandon motioned to approved, Beth 2nd, all in favor, no one opposed, motion carried

Open Forum to Public -

President Report - **Harry Susman**

- Scholarship applicants
 - Harry motioned to approve \$xx per applicant (Noah Riedl & Kaiden Walworth), Jeremy seconds, all in favor, no one opposed (Scott abstained from voting), motion carried
 - Invite to attend Mother's Day Tournament to present scholarships
 - Harry to reach out to schedule
 - Think about next year's requirements
 - Interviews?
 - Rubric?
- Mound for field 6 purchased and being shipped
 - Extra turf being sent for repairs
 - Care and maintenance of mound (see Jeremy's update)

Vice-President Report - **Brandon Duke**

- Nothing to report

Secretary Report - **Megan Triscari**

- Coaches, coordinators and board members: please make sure to be using an updated list of coaches emails when sending emails. It appears some have been using emails saved from previous years if the coaches have not changed although their emails may have changed which is causing some to miss important information.
 - 2025 board contacts and 2025 coaches list documents updated to match

Treasurer Report - **Dave Mazur**

- Accounts as of
 - Checking Account: **not provided at this time**
- **Sent out 2 checks, 2 coaches over budget**
 - **Budgets are clear**
 - **Harry and Dave to double check**
 - **Short pay**

Director of RYBSA – **Beth Suminski**

- RYBSA Coach's Meeting 4/9 530pm-7pm
- Practices have begun
- Games schedules were complete, but now making changes to the correct fields. We should be able to make it work, but they may have to switch some home and away games and we will have to adjust fields or times for other teams. **All figured out as of 4/21**
- 4/27 Umpire Clinic 1-5pm - 3 Volunteers. My son will attend so I will be there for the start
- Picture day 5/15 5-7:30 - times all entered in game changer
- Games to begin 5/16 - Tball and Coach pitch have games entered in game changer, **AA & AAA to play until July 18th**
- Family Fun Day 6/14 tentative - Ashley will lead this (**see RYBSA Coordinator**)
- How do we see who signed up for Dibs - can we put it in a spreadsheet and confirm they attended with the event leader for the reimbursement
- Can I have access to view the Master schedule? I think this would help with back and forth with Ashley. (She is doing an amazing job)—**Ashley M to grant viewing access to Beth**
- Door for the equipment room by field 4 is broken, village said it would be 2-4 weeks to get parts. (**Reach out to village to see if they have a manual key for the lock**)
- Majors will be playing Rubicon this year so we have 4 teams, they will also have the option to play against Iron Ridge as a scrimmage if they would like. We were able to find a 10th player.
- I officially closed registration Friday. With the exception of 1 major player, because I asked for one extra jersey for fill-ins and Jason and I talked about him recruiting. All other parents will need to “remember” within a month of registration closing next year.

Director of Rage and Coaches - **Scott Walworth**

- RYBSA Background Checks / Child Safety Training
 - 6 coaches left to complete their Background Checks
 - 7 coaches left to complete their training
 - Reminder emails have been sent by Beth and Scott to share that these must be complete before they are allowed to coach their team
- New U16 player being added to Mike Horwath's team.
 - Need to determine what the Rage Fees are for this player
 - **Motion by Scott for Rage Fee for additional player \$xx, 2nd by Harry, all in favor, no one opposed, motion carried**

Fields, Grounds, THOR & Equipment - **Jeremy Miller**

- Rybsa
 - All balls have been delivered to the shed for RYBSA
 - Mike is ordering ball bags and new masks for RYBSA

- Oil has been changed in both generators and there is 1 jugs pitching machine in each storage room.
- RAGE/ Heritage Park
 - Village is putting the batting cages up this season we were asked not to do it????
 - Nicki will pick up batteries at Costco for score boards
 - Radios will be put on chargers for Mother's Day
 - Field 2 is missing hammer and Tape measure. I'll purchase new ones.
 - Pitchers mound for field #6 has been ordered thanks Harry and Jason!
 - Communication will need to sent out to all teams insuring no metal cleats will be used on either mound. Lower fields and field #6. Molded cleats or turf shoes only. Coaches will be responsible if damages occur during their scheduled games/practices.
 - Signs to hang in dugout
 - Rubber roofing for mound
- THOR
 - Volunteer's for THOR clean up over the off season?? Minor repairs need to be made before winter practices start back up.

Coordinator & Committee Report

- Uniform & Spirit Wear - **Nicki Miller & Danielle Eichenberger**
 - RYBSA uniforms
 - AKA Lids
 - Looking to get RYBSA spirit wear if possible
 - Car decals have been ordered eta 2 weeks.
- Scheduling Coordinator & Village Liaison – **Andy Kaul & Joletta Kerpan**
 - Motion by Megan to vote in Ashley Mervar to scheduling coordinator, Harry 2nd, all in favor, no one opposed, motion carried
 - Add Try out dates to master schedule
 - Awaiting “full” meeting with village
 - Sent email about receiving help for placing the new pitching mound on field #6
 - Spoke with the Rockets Liaison (Ryan Rahl)
 - He asked if we could assist with switching some fields (they have a U12 team that is aging out of field #7. ON those days if we could have one of our younger teams play at Field #7 and they will play on either Field #1 or #2).
 - U10 RAGE okay with field changes
- Fundraiser Coordinator - **Joletta Kerpan**
 - Need to find the next fundraiser coordinator
 - Focusing on releasing RAGE Raffle after Mother's Day tourney
 - Deadline for turning in tickets will be June 8
 - Will create graphics to post on FB
 - Raffle will take place Fri, June 20 night of Summer Slam, in person only
 - The last 2 years getting signal to do FB live has been horrible
 - WILL NEED HELP TO DO RAFFLE AT SUMMER SLAM
 - Someone to pick up Raffle Drum from FD OR we buy one?

- At least 3 people to be on hand to visually make sure that all is done correct and document winners information and take pictures of documentation
 - Someone to post winners immediately on Facebook with note that after the tournament weekend, all winners will be contacted to schedule \$ pickup
- Sponsorship Coordinator - **Joletta Kerpan**
 - Need to find the next sponsorship coordinator
 - Banners going up May 3
 - 11 banners per field
 - Will be getting banner permits from Village shortly
 - Social Media blasts of sponsor monthly
 - Sponsors thank you notes will go out soon
- Volunteer Coordinator - **Chloe Fisher**
 - RYBSA volunteering has been emailed (Important dates email sent 3/22 by Beth)
 - 4/6 Equipment cleaning 5-7pm—4 volunteers
 - 4/12-4/13 Concession set up
 - 4/27 Umpire Clinic 1-5pm—4 volunteers needed to coordinate
 - 5/3 or 5/4 Banner set up—1 slot open
 - 5/8 or 5/15 RYBSA Picture day—4 volunteers needed (will confirm date)
 - 6/14 RYBSA Family Fun Day (tentative)—many volunteers needed
 - 8/30 Banner removal—volunteers needed
- Awards Coordinator - **Lindsay Lauters**
 - Nothing to report
- Concessions Coordinator - **Lauren Boldt**
 - Checked concession appliances
 - Moved in April 12-13
 - Cleaned uppers
 - First run to Sam's completed
 - Connected with Ashley Soccer Concessions our stuff will be moved in May 3 for Mother's Day Tournament
 - Tents outside of concessions for free food, limit lines during Family Fun Day
 - Piggly Wiggly email sent for items
- Rage Tournament Coordinator - **Scott Walworth**
 - Mother's Day Tournament
 - Age Brackets
 - U8 - U12 Brackets are Full at 6 teams in each age level
 - U13 - One opening remaining, 5 teams registered
 - Kettle Moraine was not able to get enough players to commit to enter our tournament
 - Board Discussion and Vote: Need to consider either lowering the entry fee to below \$xx or may need to offer the open spot for free to fill this age level

- 1 less game Saturday and Sunday if not filled
 - Motion by Scott to offer last spot for free, 2nd by Dave, all in favor, no one opposed, motion carried
- Umpires
 - All Umpiring openings have been filled
 - Pink Umpire Shirts were ordered from Umpattire.com
 - Receipt sent to Dave Mazur for reimbursement to Scott
 - Dave to reimburse Scott \$xx
 - Shirts will be delivered on 4/21 to Master Printwear to have them screen printed on back of shirts
 - Estimate from Master Printwear is \$xx for 6 shirts
 - All of the umpires returning from last year have agreed to wear the shirt they received from last year (7 umpires)
- Documentation
 - Working with all team to receive their Certificate of Insurance and Player Waivers
- Volunteers
 - Do we need to have a Volunteer Meeting prior to the tournament?
 - If so, when and how?
 - Coaches meeting—Sunday evening, work on scheduling possibly 4/27 @ 6pm
 - Sportsmanship
 - field responsibilities
 - field schedules
 - usage of pitching machines/generators
- Next Actions for me
 - Creating the Game Schedule in Tourney Machine
 - Prepare Field Marshall Binders
 - Continue to send communication to Teams and Umpires to prepare them for our tournament
- Follow up on Actions for Board Members / Coordinators
 - Are the Golf carts (Qty: 2) reserved?
 - Do we have Ryan Butzke help to pick them up and return them?—Jolletta following up
 - Are the Walkie Talkies charged and ready to go? Jeremy to get them charged, Lauren put them in concessions/plugged in
 - Have the Scoreboards been checked? Do we need any light bulbs replaced, and have anything repaired on the remotes?
 - Extra Batteries Ordered? Jeremy checked, Nicki getting more batteries, extra set of batteries for each
 - Game Balls are ordered for all tournaments? Ordered
 - We need to have ice packs in both concession stands, do we need to order more? First Aid Kits at fields?—Harry to get some for concessions, Lauren confirms ice packs
 - Are the Awards (medals and Luggage Tags) ready for the tournament?
 - Village reservations

- Will the Village allow us to use the dragger and the UTV for the weekend of the tournament—**Follow up with Andy**
 - Do we have enough Diamond mix at the park or can we order more—**Jeremy to get prefilled buckets**
 - Are Port-O-Johns Reserved?
 - Are there Sink stations reserved?
 - Do we have enough Chalk ordered for the tournament?
 - Are they scheduled to pump the septic tanks prior to the tournament?
- Umpire payments to be prepared—**Dave to get cash**
 - Total amount of case needed for Umpires: \$xx
 - U8 - 12 envelopes with \$x in each envelope
 - U9 - 12 envelopes with \$x in each envelope
 - U10 - 22 envelopes with \$x in each envelope
 - U11 - 22 envelopes with \$x in each envelope
 - U12 - 22 envelopes with \$x in each envelope
 - U13 - 22 envelopes with \$x in each envelope
- Summer Slam / Summer Bash Tournament
 - Age Levels
 - U10 FP - Still 4 openings
 - U12 FP - One Opening
 - U14FP - Full
 - U16 FP - One Opening
 - U14 Baseball - 2 Openings
 - U15 Baseball - 1 Opening
 - Price reduction recommendations
 - Board Discussion and Vote
 - U10 FP - Current Price is at \$x, recommend reduction to \$x—**Motion by Scott to lower to \$x, Harry 2nd, all in favor, no one opposed, motion carried**
 - U12 FP, U16FP, U14 Baseball, U15 Baseball - Current price is a \$x, recommend reduction to \$x to fill the tournament— **Motion by Scott to lower to \$x, Harry 2nd, all in favor, no one opposed, motion carried**
 - Umpires
 - All age levels are full for umpires openings
- RAGE Baseball Coordinator - **Jason Andrae**
 - **Make sure communicate mound requirements to tournament teams**
 - **Scott updated rules**
- RAGE Fastpitch Coordinator – **Rob Tanner**
 - **nothing to report**
- Marketing Coordinator - **Sara Susman**
 - **Nothing to report**
- RYBSA Coordinator – **Ashley Bruins**
 - **Family fun day**
 - **Family Fun Day budget \$xx**
 - **Inflatables 830am-230pm**

In Between Meetings

- Luggage Tags for Tournaments
 - Slight increase from \$xx previously to \$xx
 - Motion by Brandon to proceed with ordering at increase cost, 2nd by Megan, all in favor, no one opposed, motion carried
- New tags for RYBSA equipment bags
 - Motion by Beth to purchase new tags, 2nd by Megan, all in favor, no one opposed, motion carried

Old Business

- Rage Fees discussion for April Vote
 - 2025- \$x and no volunteer fee
 - 2024- \$x and No volunteer fee
 - 2022-2023- \$x and \$x volunteer fee

New Business

- Give Tourney Check-list to DPW
 - Harry reached out to Andy, coordinating with village
- Set up Job Boxes & Generators covered
- Lauren inquiring if RYBSA is willing to donate to Crown of Life Lutheran Church & School Gala
 - Board to discuss

Adjourn – Motion by Harry to adjourn 832pm, 2nd by Brandon, all in favor, no one opposed, motion carried

Next Meeting: Monday, May 19 @ 6:30pm

Location: Richfield Fire House

Meeting Minutes approved by board during June 16 2025 Board Meeting

Parking lot

Appendix 1:

Appendix 2:

Appendix 3:

2024 - 2025 Dates

2024

November 18 Board Meeting

2025

January - March 1 - RYBSA Rec League Registration

January - Board Meeting

February - RAGE Picture Day

February - Board Meeting
March - Board Meeting
April - RYBSA Equipment Clean up Day
April 9 @ 5:30pm - RYBSA Coach's Meeting
April - Board Meeting
April 27th - Umpire Training 1-5pm
1st Weekend in May - Sponsor Banner Hanging
1st Weekend in May - Concession Move-in Day
May 9 - 11 - RAGE Mother's Day Tournament
May - RYBSA Picture Day
May 20 - Board Meeting (zoom) & RYBSA Season Start
June - RYBSA Tournament & Family Fun Day
June - Board Meeting
June 20 - 22 - RAGE Summer Slam / Summer Bash Tournament
June 27 - RAGE Pre-tryout
June - Board Meeting
July - Board Meeting
July ? - RYBSA Rec League Season Ends
July 16, 17 & 19 - RAGE Baseball Tryout
July 26 & 29 -RAGE Fastpitch Tryout
August - Special Olympics
August - Board Meeting
TBD - Equipment & Concessions Clean Out
End of August - Sponsor Banner Take-down
September 1- Board Meeting & Nominations
October - Board Meeting, Annual Meeting & Elections
November - Uniform Fitting
November Board Meeting
December Board Meeting

Calendar of Board/Coordinator Actions

January

RYBSA Registration
RAGE Coaches Gear
RAGE Tournament Medals

Start Building Heritage Park RAGE Practice & Game Calendar

February

RAGE Picture Day
Share Heritage Park Practice Schedule

March

Start talking RAGE Fees
RAGE/RYBSA Spirit Wear
Creation of RYBSA Teams
RYBSA Practice & Game Scheduling
Annual 501c3 filing with State of Wisconsin Dept of Financial Institutions
Share Heritage Park Practice/Game Schedule with Village

April

Give Tourney Check-list to DPW
Check Concessions Appliances
RYBA Uniform Order
Set up Job Boxes & Generators
Send out RYBSA Volunteering Opportunities

May

Outfield Banners Up Beginning of May
Rage Raffle
Mother's Day Tourney
RYBSA Picture Day

June

RAGE Raffle
Summer Slam/Bash Tourney
RAGE Fees for next season
RYBSA Tournament & Family Fun Day

July

Pay for DPW from tournaments
Go over with village off season updates
RAGE Tryouts
Sportsengine Renewal

August

Insurance Renewal
RAGE Turn in Equipment
Special Olympics
Clean up Concessions for Fall Ball
Move stuff to shed and THOR
Outfield Banners down end of August

September

Volunteer Fee Reimbursement
Quickbooks auto renewal
Board & Coordinator Nominations
Insurance Audit
THOR Turf
TAXES - talk to accountant

October

End of Season Fertilizer Bill from Village
Lease ends October 31, 2025
Insurance Renewal
Decide Tryout Dates
Start Uniform Process
Annual Meeting & Elections
Check with RAGE coaches on equipment needs
Update RYBSA E-mails and any Bank info with new officers
Taxes
Fire Inspection at THOR
Trade Tournament dates with Richfield Soccer Club and get on calendar for no usage

November

Send Coaches Team Budget Spreadsheets
THOR Winter Schedule Process start
Renew Raffle License
Pay Field Usage Fees
Big Game Squares
Send out sponsorship opportunities
RAGE Spirit Wear
RAGE Uniform Fitting Day
Team Equipment Order
RYBSA Rec League Fees

December

Renew PO Box
Update RYBSA Rec League Flyers for registration
Get out RAGE Volunteering opportunities for next season