

SABSA Board Meeting

MAY 13th 2024 / 6:00 PM / COUNCIL CHAMBERS

Attending: John, Fred, Lane, Maggie, Ryan, Sarah, Katie, Jen

Agenda

Call to Order

- Welcome and opening remarks

Last Meeting Follow-up

- Approve [April 7, 2024, Meeting Minutes](#)
 - Motion to approve:
 - Maggie motions, Fred seconds, all in favor

New Business

- Village Fest
 - Schedule a softball event? Participate in parade?
 - HR derby, kickball, etc.
 - Contact Julianne - j.hunter@interiorarchitects.com
 - 12U nationals weekend, so best to find someone who is not a 12U parent
 - **Sarah to reach out to Cathy, if not interested send out on Facebook**
- Each Board & Coordinator to prepare template/cheat sheet of responsibilities for future volunteers - Prepare rough draft by July meeting (Skip June meeting - likely very busy)
 - **Sarah to prepare a template**
- Treasurer Report - James Smith
 - Updates and transactions
 - Hal Gray / James Smith - [April 12, 2024 - Softball Transactions](#)
 - Venmo donations. [Venmo - Transaction Spreadsheet](#)
 - Fred \$20
 - \$19.52 transferred to SASB Account - Hal/Bremer
 - Use DONATION FORM when depositing donations to SASB Treasurer
 - SABSA owes SASB for Banners - Final Cost \$450/each sport - James to follow up with Willie Timmons
 - **Sarah to follow up with James**
 - \$320 raised from Steele & Hops - thank you Cathy McHone for organizing!
 - Donation from Lisa Stoll (Crescent Tide Cremation Services) of \$3,000.00

- Need to prepare thank you letter as well as donation receipt/acknowledgement
 - **John to write letter of acknowledgement**
- Umpire scheduling - Fred Bainbridge
 - Any updates or concerns?
 - None noted
- Fields - Steve Munson & Fred Bainbridge
 - Field improvement proposal: Fred

Fred: Motion to allocate \$3000 for the following improvements, Lane seconds, all in favor, none opposed. Lane will be involved from baseball, Fred and Maggie fill complete the group.

1. Fence repair at Wilshire Park
2. Fence repair at Silver Point
3. First base repair at Silver Point 1.

Discussion: if approved, name a committee to gather information, figure out the funding and complete the project

Request to work with city to help

Key contacts:

- Zack Lundberg
 - Jeremy Gumke
- Additional idea: Replace home base at C1
 - Ask Coach B if it makes sense to include this in this project

Fred to work with Maggie and Lane on project

- Prepare material and template for future Field and League Coordinators
- **To - do: determine who is documenting and executing this**
 - Future item - schedule meetings with Baseball, Softball (all boosters sports) and field coordinators before the season starts each year to streamline scheduling and reduce conflicts.
 - Consider gathering dates of school events (concerts, 5th grade celebration, etc.) that could impact many players to either schedule around or make available to coaches up front
 - Reserve fields from 5pm-9pm Sunday-Friday - April through Sept via ISD 282 calendar / facility reservations.
 - Wilshire, Silverpoint, Central Park (C-1 & C-2)

- Work with baseball to develop a fair plan for C-2. Some years baseball will need more fields, other years softball may need more - depending on registration numbers
 - Prepare practice schedules before coaches are selected so this information can be provided to coaches with their rosters.
 - Provide schedule with practice dates, times, and locations
 - Coaches can modify their schedule if needed, but at least it is organized and ready for a volunteer coach
 - 6U-HS ages
 - Prepare options for 1-3 teams per age group (currently 3 10U teams sharing 1 field for reference)
 - Prepare game schedules before coaches are selected to work with all ages at all fields. The MN Softball website requires field availability to be selected by team before schedules are pushed out. From there game schedules are built. This process is much easier if the field coordinator and League Coordinator (s) work together to ensure practice and games schedules will work.
 - Shared Schedule - Very Transparent
 - All Sports Scheduling
 - Include League and Tournament Coordinators
- Equipment (John & Fred)
 - Fred ordered (John authorized) equipment via PlayItAgain (St Paul, Snelling - Alex)
 - [EQUIPMENT ORDER - INVOICE](#)
 - Tanner Tees x 6 = \$404.96
 - Champro 7x7 Pop Up Nets x 6 = \$315.96
 - Striped Plates x 10 = \$187.43
 - Tanner Tee - Training Balls x 20 = \$59.85
 - Catcher's Bag x 6 = \$157.45
 - Catcher's Gear (Set) x 2 = \$298.98
 - Note: new balls will be needed too
 - **EQUIPMENT ORDER TOTAL - \$1,424.63**
 - \$1000/year built into SABSA's budget
 - \$3000 donation with instruction to use where needed (unrestricted), but equipment would be preferred. Specifically nets, catcher's bags, and striped plates.
 - \$2,575.37 of the donation is still available for the general budget from the \$3000 donation. For reference, SABSA budgeted \$1000 in 2024 donations.
 - So far: \$3000 (Lisa), \$320 Steele & Hops, \$136.84 Venmo (\$3,456.84 total donated in 2023)
 - STILL NEED
 - **To do: John and Fred to secure additional equipment listed**
 - First Aid Kits - Fred will organize next year

- Coaches Get One & Fields Need One
 - Ice Packs every year
 - Pitching rubber w/spikes
 - Bucket Lids
 - 8u catchers gear
- Prepare template/list for future teams to check out equipment as well as managing inventory:
 - Team Equipment Checkout Example - Put in a form or spreadsheet
 - 1 - First Aid Kit
 - 2 - Tanner Tees
 - 2 - Pop Up Nets
 - 1-2 - Catcher's Gear w/Bag
 - 1 - Bucket softballs w/Lid
 - 1 - Bucket Lite Flights (Soft) w/Lid?
 - 1 - Pitching rubber w/Spike & hammer?
 - 4 - Home Plates
 - 2 - Dozen Game Balls
 - 1 - Spare Fielding Mask?
 - 1 - Team Bat (Used)?
 - 1 - Scorebook (Provided by MN Softball for 10U-HS)
 - 1 - Coach Guide (Schedule, Contact List, Practice/Pre Game Material)
 - 1 - Wagon?
- Secretary & Website Update (Sarah)
 - Review Summer/Fall Dates for parent communication - Fall registration dates, etc.
 - Confirm postseason coach evaluation material has been created and ready (evaluation data currently being revamped and prepared for Coach B to review)
 - Confirm 14U language on website - not required to play up due to being in 7th grade
 - Check on website to make sure people are encouraged to follow on Facebook
- League Coordinators (Lane & Ryan)
 - Season updates and Coach Compliance & Team Roster Check In
 - Trusted Coaches - Has Lane been able to access? Do all coaches know to go there for compliance?
 - Coach registration / acknowledgement in Sports Engine? Complete?
 - **To do: communicate with coaches about how to borrow players when needed (guest option with MN Softball)**
 - Game Changer - Organization has been set up and functional
 - Communication to all teams
 - Schedule/roster review and support - Game View Only
 - Historical data

- Tournaments (Scott)
 - Updates
 - State - Do all coaches know how to qualify and what is involved if they do qualify? Fees and timeline
 - Nationals - Do all coaches know how to qualify and what is involved if they do qualify? Fees , fundraising, parade, etc
 - **Scott/John to send update to coaches on end of season tournament information**

- Uniforms/Spirit Wear - (Jen)
 - Updates
 - Players can switch out pants with Jen if they don't fit
 - Suggestion to consider a different pant style next year or to consider asking people to buy their own
 - Offering a second pullover order
 - **Sarah to finalize order form and send out to families**

- HDC Liaison (Brustad)
 - HDC Updates
 - Ensure SABSA & HDC do not overlap meeting dates and times in the future
 - *John Grindeland to follow up with Troy Urdahl and Coach B on backstop netting vs chain link at C-1
 - Next HDC - Monday June 10th
- SAVHS Varsity Coach & Evaluations (Melissa Brandenburg - Coach B)
 - Updates
 - Evaluation & Team Formation Feedback (Subcommittee preparing for review)
 - Subcommittee preparing recommendations on evaluation process
 - What data to collect
 - How will data be collected - Evaluations & Coach Feedback?
 - How data will be used to form teams
 - Provide guidance on team formation when gray areas occur
 - When to hold evaluations and/or collect data
 - Who will collect / store data from Coach B
 - Who will have access to evaluation data for decision making purposes
 - When to form teams
 - When to confirm coaches
 - When and how to allow roster moves after teams have been formed
 - Material should be written in a way that is transparent for all families to read and understand when questions arise about their child
 - Maggie to connect with Coach B on softball IQ
 - Caution around how to communicate through the different registration options - think carefully about how parents perceive that

- Fundraising - (Cathy, Katie & Ryan)
 - Steele & Hops - \$320!
 - Fundraising app is no longer happening - the provider folded up
 - Katie has a fundraising opportunity for her St. Louis Park restaurant
 - Set night of the week, organizations receive a portion of the sales
 - Idea: Jersey Mike's
 - Idea: Carbones
- 6U Introductory - (Fred)
 - Updates
 - Review timeline and scheduling for summer
 - Include a few shared practices with 6U & 8U
- 8U jamboree - (Maggie and Ryan)
 - Decided not to try to pull this together this year with everything else going on, but to consider it for next year

Motion to adjourn: Fred motions, Maggie seconds, all approved

Notes

- Next Meeting Date: June or July, depending on when coach evaluation forms are ready. Sarah will update the board and post online
- St Anthony Facilities - Community Services Facilities and Sports (Reservations)
 - Jason Wong - 612.706.1172 - jwong@isd282.org
 - **Lining the fields: Zach Lundberg**
 - <https://stanthony.ce.eleyo.com/facilities/calendar>

Action Items:

John:

- Draft and send acknowledgement letter for Crescent Tide Cremation Service donation
- Follow up with Troy Urdahl and Coach B on backstop netting vs chain link at C-1

Scott/John:

- Send update to coaches on end of season tournament information

John/Fred/Lane/Steve

- Document process and template for field coordination next year

John and Fred:

- Secure additional equipment needed
- Prepare list of equipment for teams to check out future years

Brittany, Maggie, Fred and James:

- Small group will work to put together evaluation recommendations for Coach B
 - Maggie to connect with Coach B on softball IQ

Fred, Maggie, Lane:

- Partner on approved field improvement project

Lane:

- Get log in for Trusted Coach (possibly from Andrew softball@saboosters?)

Ryan:

- Communication with coaches on how to borrow players when needed (guest option with MN Softball)

James:

- Issue \$450 banner payment to SASB

Sarah:

- ~~Check in with Cathy McHone about Village Fest~~
- Prepare a template for job duties so everyone can use it to document their roles
- ~~Follow up with James on banner payment~~
- Copy coach registration form in SportsEngine
- Check website for language about 14U and high school season - it is not required and we should make sure we don't have that language in there
- Review Summer/Fall Dates for parent communication - Fall registration dates, etc.
- Confirm postseason coach evaluation material has been created and ready (evaluation data currently being revamped and prepared for Coach B to review)

- Check on website to make sure people are encouraged to follow on Facebook

Sarah/Jen:

- Open short order window for slugger pullovers

All:

- Each coordinator to create basic cheat sheet for their coordinator role

SABSA - COMMON LINKS

[SABSA - Website](#)

[SABSA - Bylaws](#)

[SABSA - Team Formation & Tiering \(Overview\)](#)

[SABSA - Player & Coach Development](#)

[USA Softball \(Main Focus By Age\)](#)