

St Paul Lacrosse Club

MINUTES – BOARD OF DIRECTOR’S MEETING

Monday, January 11, 2016 6:30pm to 8:00pm

Merriam Park Recreation Center

Recorder: Debbie Lazcano-Stai

Issue Date: January 27, 2016

ATTENDANCE:

Board Members:

Kevin Flynn, Chris Larson, Rebecca Stewart, Karen Patwell, Debbie Lazcano-Stai, Scott Tapio, Amy Kircher,

Not in Attendance: Jamie Eischens, Chris Lyons

Association Members:

Distribution: All Board Members and Committee Chairs

Next Meeting: Monday, February 8, 2016, 2016 6:30-8:00pm, Merriam Park Recreation Center

Future Meetings: 2nd Monday of each month, 6:30-8:30pm, Merriam Park Recreation Center unless noted otherwise

Contact Information for Board;

Kevin Flynn	President	flynnkmn49@yahoo.com	612.360.4615
Amy Kircher	Vice President	kirchercrew5@gmail.com	763.370.9042
Karen Patwell	Treasurer	patwell3@comcast.net	651.276.2306
Debbie Lazcano-stai	Secretary	debstai04@gmail.com	612.408.6159
Chris Lyons	Girl’s Coaching Coord.	Christian.james.lyons@gmail.com	651.819.3234
Chris Larson	Boy’s Coaching Coord.	cjlarson15@gmail.com	651.470.0991
Jamie Eischens	Officer at Large	Jamie.eischens@gmail.com	612.310.6789
Rebecca Stewart	Officer at Large	rebeccastewarholm@gmail.com	651.285.0895
Scott Tapio	Past President	tapioscott@gmail.com	651-583.4223

MINUTES:

ITEMS	Action Req’d	Date Req’d
Administration	Action Req’d	Date Req’d
A. Opening Round / Call to Order The meeting was called to order at 6:35pm.		
B. Review of Prior Meeting Minutes Last month’s meeting minutes were accepted. Karen did ask that her contact info be updated with current email and phone.		

<p>C. Treasurers' Report</p> <p>There is currently \$16,807 in the youth account, and \$513 in the high school account for a total of \$17,320. There had previously been about \$23,000 in there, but coaches were paid as was the Pumpkin Shootout. There are some unknown factors of what has been paid from youth and high school—possibly too much paid from high school when it should have been the youth account. Scott thought there should be \$2400 or so in the high school account. Agreement was made by all members to transfer \$1000 from youth account to high school account. High school would then hold \$1513, youth \$15,807.</p> <p>It is desirable to set Sport Ngin to flow money into separate youth and high school accounts—right now they flow all into youth. Amy will look into this and talk to Sport Ngin to do this.</p> <p>In the future, the Pumpkin Shootout fees will need to come from the Youth account and none from the high school account. The high school will incur expenses from their season in April and May.</p> <p>There was a question of which account pays fees for storage locker, website, PO Box, Ngin, etc. (all things that both youth and high school teams use). The Board agreed to look at this mid-year and assess a % of how much would be a fair split.</p> <p>The storage locker invoice is coming due. It will be paid through April. There is a need to re-evaluate the space of the storage locker—we may need more space.</p>	Kevin, Karen	Feb 2016
<p>D. Presidents' Report</p> <p>D.01: Fields have been reserved at McMurray through June 9th. Arlington/Rice has also been reserved for the youth kick-off on April 16th. Opening Day for high school is March 21.</p> <p>D.02: Kevin is waiting to hear back from St. Paul with the application to reserve Murray Field. Scott has a hard copy and can give that to Kevin.</p>	Amy Karen All All	Feb 2016 June April

<p>E. Status on Actions Since last Meeting</p> <p>E.01: US Lacrosse Pilot for U7. Mark Erickson at the MBSLA is helping Jamie with this pilot. We are committed to doing this with or without Mark's help. TJ Buchanan at US Lacrosse is also involved. A house league will move forward unless US Lacrosse can help with YLM or MBSLA.</p> <p>E.02 FIELDS update. Addressed in the president's Report</p>	Jamie	Feb 2016
<p>E.03: IRS Info to Traveler's? – A form is needed from Traveler's. Karen was looking for mail from the IRS, but has not seen anything at the new address yet. Traveler's need a document that says we</p>	Karen	Feb 2016

<p>are a 501(c). Karen thought Chris Lyons may have something. There has to be a way to request a determination letter from the IRS.</p>		
<p>F. Committee Reports F.01: Marketing and Fundraising. This committee has not met again, but will meet again soon and report back in February. Debbie will look into printing costs through her employer.</p> <p>F.02: Communications, Outreach and Recruiting. There will be a hockey draft email sent for feedback of email to send to hockey associations to send out February 1. Rebecca has email drafted to send out to recruit volunteers. Looking to set up a recruiting event January 26th at Caribou coffee to gather volunteers.</p> <p>F.03: Coaching Coordinators. Still looking to make sure all the coaches want to come back. Amy is reaching out to the coach at the U of MN to see if any of those players want to volunteer or coach. St. Paul hired a Girl's Coach, Cassie Surma. Not many details about her are known at this time. Kevin has been trying to get her contact info to introduce her to SPLAX and see if she can be involved with SPLAX as well.</p>	<p>Kevin</p> <p>Rebecca, Jamie, Chris Lyons</p> <p>Kevin, Amy, Scott, Chris Lyons, Chris Anderson</p>	<p>Feb 2016</p> <p>Feb 2016</p> <p>Feb 2016</p>
<p>G. Discussion/Proposals G.001: DISCUSSION AND PROPOSAL -- UNIFORMS. Decision needs to be made of what to do with the cost of uniforms. Proposed we charge parents for shorts and "rental fee" for jersey. Jerseys returned at the end of the season, and each player keeps their shorts. Bids were looked at from five vendors—Ducky's, General Sports, Northstar Lacrosse, Lavin, and also lacrosse.com. Kevin made a motion to move forward with General Sports. Also that player's pay for their shorts and a fee for the jersey. We will look at samples (with design and cost) at the February meeting. Motion was passed. Decision from samples will be made at February meeting. Shirts and jerseys will be added to the Ngin website for parents to add to cart at registration. Will have to estimate over/under on counts for these items. Still looking at businesses to sponsor team jerseys. Jersey sponsorship will start at \$750 per team. May be discount for sponsoring more than one team. Each Board member is responsible for securing one sponsor. Kevin will talk to Davanni's, Pearsons candy, Green Mill. Chris Larson will talk to Northstar and also Shamrock's. Scott will talk to Gabe's, Snuffy's. Amy will look into Dick's and also General Sports. Debbie will try to contact Sports Authority.</p>	<p>Amy, All</p> <p>All</p>	<p>Feb 2016</p> <p>Feb 2016</p>

<p>There are potentially 10 teams (7 boys, 3 girls) with a possible need of 175 jerseys. Formal letter will be written to present to potential sponsors.</p> <p><u>G.002: DISCUSSION AND APPROVAL – YOUTH BUDGET APPROVAL.</u> Kevin presented a preliminary budget. In this proposal, there was a shortfall of \$10,028. There are many unknowns as we add in new teams, and unsure of counts for teams. Sponsors are listed in the document, as are costs for jerseys. Both of these are very flexible—if we retain sponsors for jerseys, then that number increases and jersey costs are decreased. Kevin wants to see a balance of \$15,000 or more going into 2017. There is no money being made on Homegrown. It was \$7300 to play fall, and made small margin on each player. Think of increasing that for 2016. This has been tabled until future conference call –this needs to be finalized immediately. <u>(BUDGET WAS AMENDED AND APPROVED AT TELECONFERENCE MEETING ON JAN 20TH – SEE ATTACHED)</u></p>	<p>Amy, Kevin</p> <p>All</p>	
<p>H. Upcoming Tasks: Review, Plan and Discuss: <u>DISCUSSION:</u></p> <ul style="list-style-type: none"> • Create Registration Page for Youth: Amy will work on this. Needs to be done by March 1st, with a preliminary review date of February 15. There is a 2 week lead time with editing and finalization. • Create Registration page for High School. Amy will work on this as well. Same as the info for youth. • Update Homepage for Upcoming Activities. Kevin will clean up as much as the website as he can. 2016 season needs to be created. Amy can move the Spirit Wear off. • TryLAX events—January, February, March. Kevin and Chris Larson need to decide preseason skills and TryLAX events. • Pre-Season Conditioning with Skills – 2x week in February and March. Kevin and Chris Larson will decide on this. • Amy keeping Spirit Wear up. Can turn on and off as needed. Still has left over from December order. • Fees for 2016 outside of regular fees: HS will be \$500 in 2016. If a kid plays high school, they will get \$130 off for youth. There will be special codes given to high school players playing youth for Sport Ngin. High school plays 13 games. 	<p>Amy</p> <p>Amy</p> <p>Kevin, Amy</p> <p>Kevin, Chris Larson</p> <p>Kevin, Chris Larson</p> <p>Amy</p>	
<p>J. Adjournment Meeting was Adjourned at 8:15 PM</p>		
<p>February Actions:</p> <ul style="list-style-type: none"> • Update on Traveler’s filing 		

<ul style="list-style-type: none"> • Finalize Budgets • Sports Ngin updates • US Lacrosse Pilot for U7 • Decide on samples for jerseys • Update on field rentals • Sponsorship updates • Membership Database - track schools, emails for mailings, etc • TryLAX Events – February and March – need dates • Pre-season Conditioning with skills – 2x/week in February and March. Offer girls separate training? • Present Committee work plans – updates from all • Rental Process rent to own, buy all new, use current equipment on hand • Update on hockey outreach and partnering • Homegrown in schools partnership • Update on Rec Center partnership • Set Final Summer Registration fees • Need Clarification on policy for payment of coaches, discounted rates for registrants after June 15 • Discuss Coach recruitment 		