

## White Bear Area Fastpitch Softball Association Board Meeting Agenda

October 22, 2024 at 6 pm White Bear Lake District Center Room 201

1. Call to Order: C. Rivard Calls meeting to Order @ 6:01 PM
2. Roll Call:
  - a. Board Members: Carrie Rivard, Joni Joy, Andy Balgord, Lindsay Lacktorin, Lindsey Shellenberger, Jill Leverty, Heather Larson, Brianna Oliverieus, Dawn Coudron,
  - b. Visitors: Brian Casemore, Jamie Borndale, Kristen Mahre, Josh Oldham, Jill Thomas
3. Approval of Minutes of the preceding meeting
  - a. Add A. Balgord's name to Roll Call, Add G. Schneeman as last name missing from Annual meeting family check in.
  - b. L. Shellenberger made a motion to approve minutes from the last meeting, with edits. J. Joy 2nd motion. All Approved. Motion Passed to approve last meeting minutes.
4. Approval of Agenda of current meeting
  - a. Add S. Pearson to the approval list per C. Rivard, email that states list is his Trailer purchase approval.
  - b. B. Oliverieus made a motion to approve the agenda with edits. A. Balgord 2nd motion. All approved. Motion passed to approve agenda
5. Public Forum:
  - a. Jamie Borndale
    - i. Our Board Communication could use improvement. Ex. Hockey Assoc. sends weekly emails during season, meeting agenda and minutes are on website and multiple other associations have board meeting minutes and agendas online
    - ii. Annual meeting agenda and minutes from previous board meetings are provided in email
    - iii. Tryouts current format - evaluation of girls in a matter of 8 throws, ½ day along seems to be a minimal overview of what a girl can really do. J. Borndale reviewed other softball associations.
      1. Some associations have the tryout evaluators meet with coaches after tryouts to discuss
      2. Mounds View uses Optimize but their bottom 5 kids in the line up can be up to coaches discretion. Coaches input as well for placement in general.
      3. She also asked how coaches are picked. Many coaches don't seem to need help with practices and what their job is and some, while very kind, need more experience on how to coach softball. Two parents who were coaches before and were not offered a position at all and a coach who did not know enough about Softball was placed as a coach this Fall instead.
        - a. Association can help with experience due to lack of knowledge. More coaching clinics to help grow and develop along with coaches who can help with the girls' growth in Softball.

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- iv. 8U girls not allowed to move up unless they are eligible but we may lose those girls due to experience and ability that are lack of use
  - 1. 8U Director, 10U director etc. would be potentially great positions to add to board to help guide
- v. Tryout information on the website. Maybe give more details on stations and what is expected at each. Ex. Mounds View lists out tryout stations and is detailed on what they will be doing in each station
- b. Kristen Mahre
  - i. Would hope the association continues to look at how can we improve the program to better all girls
- 6. Reports of Officers
  - a. Carrie- President/Director
    - i. Fall State Tournament Partnership with HS- guest Brian Casemore, booster President
      - 1. WBAFSA used Fall State for 1 day of fundraising opportunities and gave 1 day of Fall Ball State to the HS Booster's program who are continuing to grow their program. They enjoy earning the money to grow the HS Booster's Club program.
      - 2. WBL H.S. does not pay for anything other than Jill's necessities. Very few new equipment provided and limited uniforms for the girls so the Booster Club needs to help with the program's funding and needs.
      - 3. H.S. Softball team only gets 2 Varsity Coaches and 1 coach for every other level. Booster Club helps pay for other coaches.
      - 4. Association Board members asked then if there are opportunities to help the HS girls get more in front of the younger association girls who can see them. Integrating the two groups more as we gave up Fall State and it was a big surprise to many board members. It would be nice to get better details ahead of time. H.S. girls can be present at 8U jamboree, if we bring it back, but there are many connections that can help. Potentially an end of the season party with leftover concessions to help foster the growth of the two programs working together. Softball Association Float in the Homecoming Parade and give back to the community.
    - ii. Winter Training Opportunities:
      - 1. Adding a Winter Training Committee to really work on Winter training opportunities for girls.
        - a. Not just an open gym, they want development programs
        - b. Started a list of committees that we need to create (Listed at end of minutes)
      - 2. Step back and add a list of committees that we want to form and potentially add members from the larger association to include and get more parents engaged and invested in ideas.

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- iii. Paid Elite coach update
  - 1. 14U Elite coach was paid for the fall but she is leaving for the rest of the year. We are looking for further coaches but all leads seem to be falling out. Lily doesn't want to coach anymore and in her final year of college.
    - a. **Need to put more effort into a job posting for Paid Head Coaches**
  - 2. 16U Team Future
    - a. 16U all tried out for the elite and then the remaining girls, then we added in 16s in order to make a team (More of a B team). Getting questions now on if they can remain on that team or if they need to recruit for a pitcher and a catcher.
    - b. Not a full elite team so looking at tryouts in the winter to see if they want to continue with Dome Ball, Winter Practice,
      - i. Just have the 4 non-elite girls and the other girls that were cut tryout or have all of them?
      - ii. Have them play TriCountry 16U A ball. Half of the teams they play in TriCounty will be better than them and then others that will battle with them.
      - iii. J. Leverty suggests that we offer Winter Training for all the girls even the 4 who didn't choose to play elite and see if they want to continue with the 16s Winter Training.
      - iv. 14U Black parents are not happy with how Fall Ball went with how many girls on that team left for Club, they are asking if their daughters can play for the 16U team. We have rules on the tryouts moving up. So that does not really work if we start moving around.
      - v. All great ideas but the hardest options are Gym Space in the Winter. We will never be given priority for space for Winter Training due to other sports seasons in full swing.
- iv. Acceleration MN Partnership
  - 1. C. Rivard has already been in communication with the Acceleration program director. Working to get sign up information out to parents to sign up
  - 2. ½ hr Running, ½ hr. Agility on Mondays and Tuesday evenings.
- v. Another Committee Suggestion - 8U/New members
  - 1. Add to Committee list, a committee we need to form in order to help onboard new 8U families and New Members

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2. Currently, J. Joy manages all details for 8U program. Tri-County doesn't have a good program for 8U so we continue to stay in the Centennial league.
3. With Committee they can not only help onboard but maybe find ways to improve 8U program
- vi. Board participation during fall season at Otter
  1. Complaints on chipping in, same people always there.
    - a. B. Oliverius suggests a schedule where Board Members are assigned a day or half a day, etc.
    - b. Board members need to be given assigned duties in order to know what their roles are and are not when they are at the fields helping.
    - c. Expectations for families regarding what are their roles and requirements - Policies and Procedures for the association still need to be created but these can be documented there.
- b. Joni- VP
  - i. Spring Tryout Date:
    - a. Feb 23rd (General Tryouts) - Fieldhouse Booked
    - b. Date for Pitchers/Catchers Tryout - TBD - depending upon Basketball tournaments which normally are in the same time frame. Waiting on the final confirmation from the WBL school district.
  - ii. 8U Skills assessment prior to tryouts (Board only?)
    1. We have a potential option to create an 8U advanced team with a kid pitch program in order to get pitching in, hitting, and other options for team development through the Centennial League program.
    2. We will need to look at adding 8U Assessments (not a tryout) that would be a review of skills in order ensure we have the right players who can and want to play in an advanced 8U league. 10U Maturity vs. 8U maturity makes it hard to move 8U girls up so this may give us a wonderful option for 8U girls who are ready for more.
  - iii. Policies and procedures plans from updated bylaws, next steps to put in place
    1. Lots out policies and procedures are floating around but none are actually placed in a handbook. J. Joy has some points she is thinking about.
      - a. J. Joy Passed out around a document to help outline options on topics that we need to have in the Policies and Procedures handbook..
      - b. We will then post on the association website for members to see and review.

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- c. Add sections in handbook so people understand what are they able to do and not do along with consequences
  - c. Heather - Treasurer and DIBs coordinator
    - i. Fall Concessions financial update
      - 1. H. Larson passed around Fall Ball costs and overview (Appendix A)
      - 2. Cash vs. Card - we received about 90% in cash and 10% in card payments.
      - 3. All In: we brought in just over \$21K and we net \$12.5K after expenses
      - 4. Waste: Overcooked Meat, Cut Waters, Nacho Chip Bags - our overall waste was pretty minimal which is good to see
        - a. Organization helped a ton as well as a consistent grill person knowing estimated #s of food.
    - ii. Fall Ball: State Update Gate Fees/TD(\$300)/Concessions
      - 1. Fall Ball: Items Sold overview on document page 2
        - a. Maybe some candy doesn't need to be purchased per report
        - b. Giant Freezies sold really well all season but the Icee/Popsicle things went crazy during the short time we had them available.
        - c. Snow Cones were also 46 in a 1.5 hr period - super popular. Good option for upcoming summer season
        - d. Couple comments about adding Bubblers; may be a good idea for future drink options
        - e. Overview helps plan for upcoming seasons. There are variables but hopefully this will help us to not keep running around missing things or running out of things.
    - iii. Fall DIBS update (discuss paid DIBS positions)
      - 1. Cancellations were under 10 people
      - 2. End of season had No-Shows, not cancellations unfortunately.
      - 3. Few members couldn't see opportunities in App due to the limitations of SportsEngine. The upgraded version of SportsEngine per A. Balgord will help
      - 4. 14+ Age Limit - policy and procedure as well as confirmation to families due to health department went much smoother after our communication
      - 5. We NEED a better check in option. Google forms was not great for check in. Didn't Claim shifts on Site but came online and checked in on Google Forms. Lots of Manual work. The upgraded version of SportsEngine per A. Balgord will help
      - 6. We received complaints on # of hours for families with multiple kids

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7. 7 families with unfulfilled DIBs and some were repeat offenders from Summer DIBs being unfulfilled.
8. We may need to look into paid DIBs to help as well as we are unable to fill all our own DIBs hours so this may need to be an option.
  - a. Maybe ask other associations, boosters or even the Lions Club
- iv. Fall Ball - Feedback/Opportunities for improvement
  1. Bees and Flies in Concessions and other areas of the fields
    - a. Terminix may need to come out and spray fields etc.
  2. Get a new Freezer or Fridge
  3. Two Lines Running only...a third line makes things hectic.
  4. H. Larson said parking improved. C. Rivard then confirmed that White Bear Twnshp doesn't want us parking around fields and on the roads so they went to the Ramsey County Commissioner and complained about the parking at Otter Lake.
  5. Bathrooms - Extra Port a Potties and Washing Station were better experience at the fields. C. Rivard confirmed that Tom Bye at MN Softball received a compliant about our Port a Potties overflowing.  
**We need to discuss with OnSite or maybe we need to consider another vendor.**
- v. Concessions Improvement budget update
  1. On last page of handout of budget breakdown shows improvements to Concessions that occurred this season.
  2. Donation Jar and Credit Card Rewards were used to pay for them
  3. Goals for continued improvements list are at bottom. Donations are welcome regarding lumber or other items
- vi. Savings Account update and credit card update
  1. \$90K in savings right now since August 30th
    - a. \$323 since end of August in interest
  2. \$7K in Operating Cash
  3. Credit Card finally given to H. Larson. Still waiting on card for D. Coudron and new Equipment Manager.
- vii. Roof repair on concessions needed
  1. Back corner is leaking.
  2. Volunteer or even workers in association that could help.
    - a. **L. Lacktorin to check in with the school district on what we can and cannot do to the shed.**
    - b. If we can fix it on our own then we will send out an email asking for help from our association members.
- viii. Trailer purchased, insurance update
  1. \$129 annual cost for insurance

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2. H. Larson is requesting a budget from **Equipment Manager to know what additional costs will be needed to build out the trailer.**
  3. 10X10 closet is available at North Campus - **L. Lacktorin to check in with District to confirm we can still use that space.**
- d. Lindsey S.- Secretary
- i. Coach assignments/background check progress/feedback
    1. 7 coaches still remaining
    2. Waiting on updates from them but asking for coaches meeting to bring Ipads for coaches to help facilitate background checks
- e. Lindsey L. - Scheduling Director
- i. Current Elite Training opportunities
    1. May need 3 courts for Elites or more as we have 10 - 18U elite programs wanting to train - 6PM Sunday
    2. Sunday evenings for training with Elites but we will share with Manitou Soccer
  - ii. Clinic's/Camps
    1. Feb. 2nd, 9th, and 16th are not available due to other district events
    2. Dates available: Dec. 1,8 and 15th, Jan. 5th, 12th, and 26th for Clinics for Winter training
  - iii. 14s, 12s, 16s and 10s - November 3rd training start and 18s - December training start.
  - iv. Equipment will be needed to just get to North or determine what we need to do.
- f. Brianna-Concessions Director & Fundraising
- i. AED needed for Concessions, B. Oliverius looking into fundraising options
  - ii. Chest Freezer - B. Oliverius has free option but needs help moving to Otter Lake Concessions. Everyone approved getting a free working chest freezer.
  - iii. **Next Meeting - further discussion on DIBs requirements. Board, Team, and Player DIBs specifically.**
  - iv. We need to be clearer and more transparent as well as what you are signing up for to help parents understand what they are to do when they are volunteering.
  - v. Massive Grill Clean Out for Summer and Fall needed. We had multiple grease fires
  - vi. OnSite Logo Wear Option - B. Olivierius has a T-Shirt press and has the option to potentially sell at weekends or maybe we do at Parent Meeting in Spring instead. We don't have enough volunteers to help as it is so maybe Parent Meeting night might be best option to consider.
- g. Dawn- Apparel Director

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- i. **Uniform / equipment swap in the spring - Table to next meeting for further discussion**
    - 1. Parent Meeting for potential table of free equipment or even small equipment
  - ii. New Logo - Many Parents would like to see a new logo.
    - 1. D. Coudron would like to discuss further at next meeting as well as maybe even a voting option for the membership so they can have a say in the new logo.
  - iii. Board T-shirts for newest members - D. Coudron to be ordering new ones, once logo has been decided upon
  - iv. Jerseys will be voted on in December for Summer Jersey's and Elites
7. Equipment Manager - We only had one applicant Josh Oldham.
- a. L. Shellenberger made a motion to bring Josh Oldham on as new Equipment Manager. B. Oliverius 2nd the motion. Yays - 9 Nay - 0. Motion Passed - Josh Oldham is new equipment manager for a 2 year term ending in Fall 2026.

## 8. New Business

### a. Purchase of 20' Enclosed Trailer Confirmation in Board Meeting Notes

- i. On 9/15/24 C. Rivard sent a text with a message about a trailer being placed on Hold. Wanted everyone to review and ask questions.
- ii. 9/16/2024 a Google Doc was sent out by H. Larson to track all Q&As that were being asked.
- iii. 9/17/2024 J. Joy made a motion via email to purchase said 20' Enclosed Trailer from Forest Lake Trailer. S. Evans seconded the motion. Votes via email - 7 Yays and 6 Nays. Motion passed and 20' enclosed trailer was purchased and moved to White Bear Bus garage in Hugo for storage until Winter equipment needs

**All in favor**                      **All Opposed**

|           |           |
|-----------|-----------|
| Joni      | Lindsay S |
| Carrie    | Brie      |
| Gerritt   | Heather   |
| Lindsey L | Genna     |
| Sheila    | Jim       |
| Jill      | Dawn      |
| Andy      |           |
| Swen      |           |

9. **Got Kicked out of District 201 Room due to being over our reservation time of 8PM - Meeting Adjourned at 8:21 PM Rest of Agenda will be placed on November meeting agenda.**

10. **Next Board Meeting Date: TBD**

### Committee List:

- 1. **Winter Training**
- 2. **8U/New Member**

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## Will Be Added to Next Board Meeting:

- a. **Andy - Website and Social Media Director**
  - i. Meeting with SportsEngine rep regarding website updates
  - ii. Possible options for alternative platforms
- b. **Sheila-Tournament Director:**
- c. **Jill - High School Liason**
  - i. 14U Coach Update

## 11. Reports of Committees

- a. Coaches Recruitment and Selection Committee: (Carrie, Joni, Jill, ? ) No update
- b. Player Assessment/Tryout Committee (Carrie, Joni, Jill, Lindsay L.)
- c. Winter Training Committee: (Lindsay L.

## 12. Unfinished Business

- a. Last meeting there was a lot of discussion on 8U and 10U C; how to utilize these teams to their highest potential, how to retain these players and to make sure they are having a variety of opportunities ect. Should a committee be formed to look into these concerns to report back at a future meeting (This will be covered in Winter training)
- b. Surveys - There has been no discussion on the results of summer surveys / fall surveys. Seems like this meeting is a good opportunity to review the sustains/improvements from these surveys to help focus on what needs to be improved in the off season and how to make the Spring season better. Who is reviewing these? Is there a committee? To keep confidentiality Carrie and Joni have visibility to these. They are only used to ensure we have a handle on coaches performance, and can give the coaches feedback if they want it. Feedback is kept general.
- c. Future Meetings: Should we discuss more frequent meetings or maybe the board meets on the off months when the full association is not meeting? There have been several issues that came up since the last meeting, trailer, managing at the field / responsibilities at the field ect. It seems these issues would be easier solved at a monthly meeting vs. text or email. Meetings are normally once a month but we do have things pop up sooner that need to be addressed with urgency.