



May Board Meeting Agenda + Minutes

May 27th, 2024

7:00 PM, ZOOM

Our Mission: To provide the youth in the Spring Lake Park School District #16 attendance area the opportunity to learn and enjoy the game of fastpitch softball at a competitive level.

Our Focus: Teaching fastpitch softball fundamentals, promoting team play, improving individual skills and having fun in order to promote a life-long enjoyment of fastpitch softball.

Call To Order

1) Welcome & Role Call (Tanya)

Present	Board Member	Present	Board Member
x	Tanya Hartwell, President	x	Shelly Major, Player Development Director
x	Mike Raymond, Vice President	x	Rich DiVito, Website & IT Director
x	Josh Glood, Treasurer	x	Brad Hunt, Brand & Marketing Director
x	Stacy Nugent, Secretary	x	Kristi Cobbs, Community Liaison & Fundraising Director
x	Amy Bennett, League & Team Schedule Director	x	Carlo Faccini, Director at Large
x	Zac Humphrey, Program Director	x	Sarah Jordahl, Director at Large
x	Sarah Gatlin, Panther Classic Tournament Director		OPEN, Director at Large

*Board Quorum for Approval Decisions: 50% of filled roles required

Additional Attendees: TBD

2) Review & Approval of May Agenda (Tanya)

Any additions?

Motion to approve as is

Motion: Kristi

Second: Sarah G

Vote: All Approved

3) Review & Approval of April Meeting Minutes (Tanya)

Any updates/revisions?

Motion to approve as is

Motion: Josh

Second: Rich

Vote: All Approved

Financial Updates

1) Treasurer's Report (Josh)

Treasurer's Report

- May Financials update
- Review & discuss team cost analysis

Discussion Notes:

- Trending similar to last year in total; current cash flow is higher vs. LY at this time due to registrations occurring earlier in the calendar year
- Our 10U and 12U teams are currently running at a deficit presuming teams make it to both State and Nationals
- Within the per team analysis, compared to other Associations (ie. Anoka) the allocation of funds to various expenses are generally in line with similar categories/expenses
- Will be good to share with parents for visibility and context around the importance of fundraising

Old Business

1) Fundraising & Community Engagement Updates (Kristi)

Updates on various fundraising & Community Engagement initiatives including:

- Raffle Tickets; **Raised nearly \$6,700!** All winners have been contacted and prizes have been distributed
- Cub Bagging; discuss results from 5/25 event
- 6/6 Tower Days Parade; what is still needed to prep for that?
- Try Softball Event; in progress with Community Ed - aiming for late June

Discussion Notes:

- Cub bagging earned \$888 dollars
- Flier for Fall ball and Try Softball is needed for Tower Days
- Tanya has business cards from previous years we can use/repurpose for Tower Days
- Try Softball flier should target a diverse group of girls & possibly partner with Community Ed

Next Steps/Board Lead/Timing:

- **Brad** to work on materials to distribute at Tower Days Parade
- **Tanya/Kristi** to determine if anything else should be distributed (ie. Candy)
- **Rich** to update website so Rookies, Fall Ball, and Panther Pride are front and center

2) Panther Classic Tournament Debrief (Sarah/Stacy/Amy)

HUGE CONGRATS on another successful Panther Classic Tournament! Holding time to debrief on how the weekend went including:

- Overall Logistics - [Sign-up from this year](#)
- Financial Updates; netted a **\$4700 profit!** [Concession List](#)

- Umpire total - \$1750
- General Feedback/Preliminary [Survey Results](#)
- Follow-up on [Dibs](#)

Discussion Notes:

- Current profit number does not account for volunteer checks cashed; likely will be another ~\$1K in income from those who opted not volunteer
- Confusion by 8u Red team over how many coaches are exempt from volunteering; need to ensure communication is more overt about this next year
- Suggestions to consider increasing registration fee for the PC; need to consider that we increased fees this year and also keep in line with how many guaranteed games we offer compared to other tourneys
- Opportunity for more future discussions regarding potential expanding days

Next Steps/Board Lead(s)/Timing:

- **Josh** to move forward with cashing checks for players where we cannot confirm they volunteered

3) Spring Schedule & Logistics Updates (Amy/Mike/Zac/Stacy)

Discuss updates regarding:

- Notable practice schedules/locations updates
- League Games Schedules; anything else needed as we prep for home games to start?
- 14U Practices

Discussion Notes:

- Umps are scheduled for June home games; 3 primary umps- positive feedback has been shared on them this season
- Practices in June will become challenging with the high number of home games, therefore the sharing of fields should be expected
- Pictures for all teams will be completed this week

Next Steps/Board Lead(s)/Timing:

- **Zac/Mike** to host team meeting with 14u group address feedback and reinforce expectations

4) Panther Pride & Rookies Program Updates (Zac/Shelly)

Registration is open but sign-ups have been slow going. Brad is working with Twin Pines on the t-shirt jersey designs for both programs. Zac/Sarah are working on getting flyers out to spread the word.

Current Count:

- Panther Pride: 15
- Rookies: 1

Discussion Notes:

- Will keep registration open as long as possible to try and get more registrants for Rookies; likely need to open registration soon as many seem to have gone to the SLP Rec program
- Working to post on neighboring FB sites and distribute flyers
- Working on jersey design options with Twin Pines; they may not get them until closer to the end of the season if we delay closing the registration to increase numbers

Next Steps/Board Lead(s)/Timing:

- **Brad** to connect with Sam re: jersey needs

New Business

1) Fall Season Registration & Logistics (Tanya)

Discuss and align on registration logistics for Fall Season.

- **Registration Timeline:**
 - Registration Open: Before 6/6 so we can communicate within Tower Days Parade handouts; will communicate to Summer families later in June
 - Registration Close Date: TBD pending approach to team formation (LY was 7/24)
 - Team Placement Announcement: by 8/2 latest
- **Practices:** 1-2 days per week starting the week of 8/12
 - 8U/10U: Tue/Thur
 - 12U/14U/HS: Mon/Wed
- **League & Games:**
 - 8U: TBD pending what league we sign them up for
 - 10U: MN Softball Big West
 - League Games: Saturdays; August 24th – September 21st (off Labor Day Weekend)
 - State Tournament: September 28th
 - 12U/14U/HS: MN Softball Big West
 - League Games: Sundays; August 25th – September 22nd (off Labor Day Weekend)
 - State Tournament: September 29th
- **Proposed Registration Fees:**
 - 8U:
 - Returning summer athlete: \$25; no jersey provided (\$25 in 2023)
 - All others: \$40; includes t-shirt jersey
 - 10U/12U/14U/HS:
 - Returning summer athlete: \$125; no jersey provided (\$125 in 2023)
 - All others: \$140; includes t-shirt jersey
- **Uniforms:**
 - Royal Blue T-shirt jersey uniform will carry forward to Fall along with royal blue socks, royal blue belt and black pants

- **Open Questions:**
 - Team formation approach?
 - Early bird discount?
 - League for 8U teams?
 - Coach identification process?
 - Clinics – what do we want to offer?

Discussion Notes:

Motion to approve fees as proposed

Motion: Sarah J

Second: Rich

Vote: All Approved

- Extensive discussion regarding how to form teams for Fall Ball; consensus for an approach to directionally keep teams together but add in a note in the registration to identify if a player would be willing to move to a different team.
- New players will be assigned according to needs of each specific team.
- Balancing would happen to ensure pitcher/catcher coverage
- Will follow up with coaches again as well to get any additional feedback

Motion to approve fall team formation approach as outlined above

Motion: Mike

Second: Kristi

Vote: All Approved

Next Steps/Board Lead(s)/Timing:

- **Sarah J/Zac/Shelly** to start working through clinic opportunities for Fall
- **Amy** to explore options for 8U league

2) SLPSA Field Gator (Tanya)

It has been brought to our attention from Chris Bangle that the John Deere Gator purchased by the association several years ago for field maintenance isn't doing the job as efficiently and effectively as intended (not dragging level, in need of hydraulic repair etc.) Now that we have contracted the SLP District grounds crew to help with field maintenance for games, would love to discuss a few potential go forward scenarios – one of which could include selling the gator and using the funds to put towards a new machine in partnership with the HS.

Discussion Notes:

- No reasons to keep the Gator were identified; we will revisit the discussion around what do with the profit once we see how much we can sell it for

Motion to sell the gator

Motion: Sarah G

Second: Rich

Vote: All Approved

Next Steps/Board Lead(s)/Timing:

- **Mike** to investigate necessary steps further classify the type of Gator and prepare to sell

3) Strategy Session Outputs (Tanya)

Tabling this for our next meeting since we have a lot to get through!

Wrap Up and Adjourn

Closing Notes/Reminders:

- Next Board Meeting: June 23rd at 7:00 PM via Zoom; this is State Qualifier weekend but believe games are typically done by Sunday afternoon. We could push back to 8:00 PM if needed?

Motion: Josh

Second: Mike

Vote: All Approved

Potential Future Agenda Topics:

- Strategy Session Outputs
- Future Financial Planning Discussion
- Revisit Board Roles & Responsibilities
- Confirmation of 2025 Spring Tryout Dates 3/1 – 3/2 (tentative)
- Fall Skills Clinics
- Community Outreach/Sponsorship; Ham Lake Chamber
- Athlete Feedback/Scorecards

Appendix A | 2024 Board Meetings

Day	Date	Location
Sunday	January 21, 2024 @ 7:00pm	Zoom
Thursday	February 2, 2024 (Ad Hoc)	Zoom
Sunday	February 18, 2024 @ 7:00pm	Zoom
Sunday	March 24, 2024 @ 7:00pm	Zoom
Sunday	April 21, 2024 @ 7:00pm	Gatlin Residence
Sunday	May 20, 2024 @ 7:00pm	Zoom
Sunday	June 23, 2024 @ 7:00pm	TBD
Sunday	July 21, 2024 @ 7:00pm	TBD
Sunday	August 18, 2024 @ 7:00pm	TBD
Sunday	September 22, 2024 @ 7:00pm	TBD
Sunday	October 20, 2024 @ 7:00pm	TBD
Sunday	November 17, 2024 @ 7:00pm	TBD
Sunday	December 15, 2024 @ 7:00pm	TBD

Appendix B | Important Dates

Event	Dates	Location
SLPSA Summer Season Registration	1/2-1/31	
MN Softball Director Meeting	1/22 (2/19 reschedule)	7:00 PM Medina Entertainment Center
Summer Parent Meeting	2/5	7:00 PM via ZOOM
Summer Team Evaluations	3/2 – 3/3	Westwood Middle School
Summer Team Selections Communicated	3/4	
Teams Registered with Big West	4/1	
SLPHS Season Starts	3/11	
SLPHS Tryouts	3/18 – 3/22	
Big West Coach Schedule Meeting	4/8	Medina Entertainment Center 10U/12U @ 6:00PM 14U @ 8:00PM
8U League Meeting	TBD	
SLPHS Youth Night	4/25	University of Northwestern

Try Softball Event	TBD	
SLPSA Picture Day	5/17	SLP HS Fields
Big West Summer League Games (10U & 12U)	4/29 – 6/20	
Panther Classic Tournament (8U/10U/12U)	5/11	Fridley Community Fields
Big West Summer League Games (14U)	5/21 – 7/9	
MN Softball Metro HS League Games (16U+)	6/3 – 7/10	
SLP Tower Days Parade	6/6	Spring Lake Park
10U & 12U State Qualifier	6/22 – 6/23	
SLPSA Fall Season Registration	6/24 – 7/19	
10U & 12U State Tournament	6/29 – 6/30	
Fall Team Selections Communicated	7/22	
14U & 16U State Qualifier	7/13 – 7/14	
NAFA Nationals 10U & 12U	7/18 – 7/21	10U Cottage Grove 12U Eagan & Mendota Heights
14U & 16U State Tournament	7/20 – 7/21	
USA Softball Nationals	TBD	
Monsta Championships 10U	7/25 – 7/28	
NAFA Nationals 14U & 16U	7/25 – 7/28	14U Prior Lake & Lakeville 16U Champlin Park & Coon Rapids
Monsta Championships 12U/14U/16U	8/1 – 8/4	Mounds View
Club Evaluations can begin	8/5	
USA Softball Selects	TBD	
MN Softball Fall Ball Meeting	TBD	Medina Entertainment Center
Fall Ball Weekend #1	8/24 – 8/25	
Fall Ball Weekend #2	9/7 – 9/8	
Roundtable Feedback Meeting	Week of 9/9	
Fall Ball Weekend #3	9/14 – 9/15	
Fall Ball Weekend #4	9/21 – 9/22	
Fall Ball State Tournament	9/28 – 9/29	
MN Softball Year-End Directors Meeting	TBD	Medina Entertainment Center

Appendix C – NEED TO UPDATE TO REFLECT TIMING FROM 2024 SEASON

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Summer Registration	Discuss Evaluations	Discuss Evaluations	Panther Classic	Tower Days Advertising	Fall Ball (Coaches/ fees /registration volunteers/ uniforms)	Fall Ball	Fall Survey	Spirit-wear	Spirit-wear	Dome-ball	Dome-ball
Evaluators	Uniforms	Panther Classic kickoff	Evaluation Recap		Summer Survey	Summer Survey	Season Recap	Winter Training	Dome-ball	Spirit-wear	Uniforms
Uniforms	Discuss Coaches	Uniforms	Directors & Officers Insurance			Fall Training	Annual Nonprofit Status Reinstatement		Winter Training	Reserve gym space	Summer coach search
Coach Interviews	Volunteer Options	Panther Pride	Summer Training						Fall Ball recap		Program cost
Parent Meeting	Parent Meeting	Reserve Photographer									
Panther Classic prep	Coach Interviews	Coaches Meeting									
Insurance	Spiritwear	Team Liaisons									
Fall Evals?	Team/Player General Liability										

Appendix D – Board of Directors Roles & Responsibilities

Name	Current Role	Board Appointment Date	Current Role Appointment Date	Role Expiration <small>(2 years for Officers)</small>
Tanya Hartwell	President	October 2022	July 2023	July 2025
Mike Raymond	Vice President	November 2023	December 2023	December 2025
Stacy Nugent	Secretary	August 2023	September 2023	September 2025
Josh Glood	Treasurer	September 2023	December 2023	December 2025
Amy Bennett	League & Team Schedule Director	September 2023	September 2023	-
Zac Humphrey	Program Director	December 2023	February 2023	-
Sarah Gatlin	Panther Classic Tournament Director	December 2023	December 2023	-
Shelly Major	Player Development Director			Intending to roll off at the end of 2024 Summer Season
Rich DiVito	Website & IT Director	October 2022	October 2022	-
Brad Hunt	Brand & Marketing Director	April 2024	April 2024	-
Kristi Cobbs	Community Liaison & Fundraising Director	September 2023	September 2023	-
Carlo Faccini	Director At Large	October 2023	October 2023	-
Sarah Jordahl	Director At Large	April 2024	April 2024	
Open	Director At Large			-