

CAA Executive Board Meeting – June 9, 2025

Meeting attendees: Bill Kemble, Erik Lowe, John Hawley, Dave Erickson, Jerry Orcutt

(Meeting called to order at 7:05pm)

Agenda

1. Program/Function Updates.
 - a. Basketball – Erik
 - i. Off-season doesn't mean they're not busy.
 - ii. Two new board members. Tournament Director (paid position) Ashley Daniels. Also created new board position of Director of Engagement and Volunteerism. Identified possible candidates via end of season survey!
 - iii. Travel Tournament facilities challenges. December 2025 won't have Chan HS, SWCHS or Carver Elem. Expect to reduce size of tournament to 80% compared to 2024.
 - iv. May consider paid coaches for A travel teams. Chaska is considering the same. Lots of factors to discuss before a decision is reached.
2. Diamond Sports – Jerry
 - a. Received \$15K matching grant from MN Twins for field improvements. Thanks to Jeff Kramer for his work on this project! Alignment with City of Chan is a bit of a struggle because the City drags their feet on agreeing to specific projects.
 - b. Jerry has spoken with developers of the new Chan Community Center to tell them what Diamond Sports would like to see in the facility – big turf area and batting cages. Dave requested an introduction to promote other CAA suggestions, including basketball.
 - c. 48 teams played in recent Chan Challenge, our largest hosted tournament. Used Chan Rec Center and Lake Ann. Good help from City of Chan. Softball tournaments and state tournaments coming up.
 - d. Incident of CAA coach drinking a beer during a tournament game.
3. Financial – John
 - a. Successfully merged CAA books to QuickBooks online. Working through some reporting quirks.
 - b. FY 2025 \$100K net income YTD, need to add Diamond tournament incomes.
 - c. Will need continue to invest in improvements and other potential expenses/events “for the kids” so our finances do not make us subject to a possible IRS audit. Encourage program leaders to put desired/potential new expenses in their budgets so we can make decisions.
 - d. All CAA executive board members need to respond to accountant with answers to questions required for tax return. Tax deadline extended to August due to accounting firm delays.
 - e. Make sure all check requests are submitted using the correct form and receive required approvals.

4. Previous action items follow-up.
 - a. Jerry – revisit topic of widening recipient base of CAA scholarships to include private school students who participated in CAA programs. Will discuss at next meeting.
 - i. John suggests that executive board view list of scholarship winners prior to them being presented.
5. Uniform vendor. Effort to settle on one vendor across all programs to extend buying power?
 - a. Baseball has had a horrible experience with Edgetek, to the point where Edgetek provided discount due to poor quality.
 - b. Softball and Basketball use GameOne and rep Ron Johnson. Good multi-year experience for both groups.
 - i. Basketball will move away from using Vegas Gold as a uniform color because manufacturers are phasing it out. Will go Navy and White. Will need to deplete current supply of Navy and Vegas reversible jerseys as much as possible.
 - c. Suggest giving GameOne a chance to bid on Baseball.
6. Discussion on other means for program leaders to purchase for CAA, rather than borrowing CAA payment card or using personal funds and submitting receipts for reimbursement. Also how to better streamline billing/proceeds receiving.
7. Provider directory.
 - a. Dave created a private table on CAA website to use as a master list of our vendors / providers / outside contacts, for the purpose of information continuity. Legal counsel, Bank contact, Uniform Suppliers, Facility rentals, physical documents (charter, bylaws, etc.) - you name it. Master list access limited to CAA executive board via password protection. If we pay them or bill them or have any agreement with them, we need a contact in the database for continuity of service. Some content added to the table prior to and during this meeting. Ongoing effort by executive board to continue building this tool.
 - b. <https://www.chanathleticassociation.com/page/show/9106022-contact-list>
 - c. Some program leaders are using Google drive and functions created by Tom O'Neill, to share and record information pertinent to their roles. Encourage more utilization by others to easily share and transition content and best practices to role successors.
8. Meeting adjourned 8:17pm. Next meeting Monday, August 11, time and location TBD.