



April Board Meeting Agenda + MINUTES

April 27th, 2025

7:00 PM, Virtual

Our Mission: To offer a community-based fastpitch softball program that allows opportunities for all Spring Lake Park female athletes to learn and enjoy fastpitch softball.

Our Vision: Provide a fastpitch softball program that teaches fastpitch softball fundamentals in a fun and supportive learning environment by promoting team play, providing individual skill development opportunities (physical & mental), and developing competitive teams regardless of age or level of play.

Call To Order

1) Welcome & Role Call (Tanya)

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

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

Additional Attendees: TBD

2) Review & Approval of April Agenda (Tanya)

Any additions?

Motion: Kristi

Second: Sarah G

Vote: All Approved

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

Any updates/revisions?

Motion: Josh

Second: Sarah J

Vote: All Approved

Financial Updates

1) Treasurer's Report (Josh)

- April Financials Review

Discussion Notes:

- Overall, trending higher than last year; collecting fundraising dollars early is having a positive impact on our YOY number but will equalize in later months
- Working through coach reimbursements for background checks, tournament checks are clearing, league fee payments and evaluation expenses have now been recognized

Old Business

1) Panther Classic Discussion (Sarah G)

Check-in on timely updates regarding the Panther Classic Tournament

- [Current Registrations](#) Review
 - 8U: 6/6 (1 SLP team)
 - 10U: 8/8 (3 SLP teams)
 - 12U: 7/8 (3 SLP teams)
- Review [To-Do List](#)

Discussion Notes:

- Had some last minute drop outs at 8U and 12U; were able to fill the 8U spot but are still looking for one more 12U team. Discussed potential alternative schedule scenarios and aligned on offering a free registration to try and get someone in.
- Also discussed need to relook at our refund policy to better protect us for future
- Hair vendor is asking for input on what the contribution back to the org should be; aligned on a \$50 flat fee to start
- Outstanding items (umpires, food, shirts etc.) are tracking towards completion
- Need everyone to go in and mark down on the Board Sign-ups tab of the to-do list when they will be there

Next Steps/Board Lead/Timing:

- **All** – fill out availability
- **Bree** – coordinate first aid items
- **Tanya** – print concession list and qr code sheets for payment
- **Sarah** – wrap final scheduling logistics, brackets, communicate with coaches etc..

2) Outstanding Spring Season Logistics (Mike/Zac/Amy/Tanya)

Discuss updates on outstanding items

- [Coaches Survey Feedback](#) (Tanya)
 - Overall the comments were generally positive; those who attended the session at Optimize felt it was helpful
 - Earlier planning and communication of dates will hopefully help increase attendance in the future
 - Team training needs varied by coach but generally hitting, pitching, catching and game IQ/scenarios were common themes
- [Coach Background Check/Required Training tracking](#) (Zac)
- Practice and Tournament Schedules (Amy)
- League Night Games Field Prep (Mike)
- League Night Games Umpires (Amy)

Discussion Notes:

- Coaches feedback has been generally positive; room for improvement on earlier planning and communication for next season
- Background checks/training is tracking and almost completed
- Confirmed through community ed that league night game field prep will be taken care of by Casey for \$80 per game night

3) **Summer Skills Training Approach Updates** (Carlo/Mike)

Provide updates on requests we're getting from coaches and what is being scheduled

Discussion Notes:

- Have been awaiting feedback from coaches on needs
- Can use coach survey feedback as proxy to start getting things scheduled
- Need to move forward sooner than later now that league night games are starting

Next Steps/Board Lead/Timing:

- **Carlo/Mike:** to coordinate skill specific trainings (identify facilitators, get them scheduled etc.)

4) **Rookies Update** (Brad)

Updates on go-forward plan

Discussion Notes:

- Planning to start the week of June 23rd; confirmed they can all be at the HS if we start that date
- Working on getting a flyer created for Sam to distribute; will also include during the A&A expo
- Need to get registration open and season details posted at the site

Next Steps/Board Lead/Timing:

- **Brad** to coordinate with Sam on the final details and get flyer created
- **Rich** to help with registration set up and website updates
- **Bree** to post on Social media

5) **Community Event Updates & Next Steps** (Kristi)

- **5/12** SLP HS Softball Youth Night at UNW
- **5/28** SLP Youth Activities & Athletics Expo at SLP High School
- **6/5** Tower Days Parade
- **Fall TBD** SLP Homecoming Tailgate

Discussion Notes:

- In good shape for Youth Night; the HS Boosters will also be helping to sponsor fun activities
- Parker the Panther is unavailable for Youth Night or the Panther Classic
- Need to identify board members who can represent at the table for the A&A expo
- Working on ordering beads and business cards for the tower days parade and A&A expo

Next Steps/Board Lead/Timing:

- **Kristi** to continue coordinating elements for these events and loop in board members for support as needed

New Business

1) **Fall Season Details Discussion** (Tanya)

Discuss and align on registration logistics for Fall Season.

- **Registration Timeline:**
 - Registration Open: Before 5/28 SLP Youth Activities & Athletics Expo (6/6 LY)
 - Registration Close: 7/25 pending approach to team formation (LY was 7/24)
 - Team Placement Discussion: 7/27 Board meeting
 - Team Placement Announcement: by 8/4 latest
- **Practices:** 1-2 days per week starting the week of 8/11
 - 8U/10U: Tue/Thur
 - 12U/14U: Mon/Wed
- **League & Games:**
 - 8U/10U:
 - League Games: Saturdays; August 23rd – September 20th (off Labor Day Weekend)
 - State Tournament: September 27th
 - 12U/14U:
 - League Games: Sundays; August 24th – September 21st (off Labor Day Weekend)
 - State Tournament: September 28th
- **Registration Fees:** Propose keeping them flat to last year
 - 8U:
 - Returning summer athlete: \$25; no jersey provided
 - All others: \$40; includes t-shirt jersey
 - 10U/12U/14U:
 - Returning summer athlete: \$125; no jersey provided
 - 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?
 - Coach identification process?
 - Skills Clinics – do we want to offer?

Discussion Notes:

- Interest in hosting a fall evaluation similar to summer to inform fall team formation; see value in it being at the end of the Summer season and being able to have it outside
- Agreed that these teams would be for fall only; would still host a spring evaluation to determine those teams but allow for fall scores to be an input in that discussion
- We'd host at the HS fields but need to scope how we'd approach evaluators (hire someone like optimize vs. continuing with the HS coaches)
- Agreed we'd need consistency in skills/drills being evaluated so that we can consider the scores across both sessions; we'd average the scores for those who participate in both
- Discussed still hosting a spring evaluation but would likely only do 1 day
- If we have numbers to support 3 teams in the fall, we aligned to having one "top" B team and two evenly balanced c teams; Spring team formations would still happen as they do today
- Pricing will be a factor so need to better understand that before we make final decisions on approach
- Would aim for late July/early August to host evaluations
- Aligned that if an athlete is not able to attend fall evaluations, their Summer score could be used as a proxy
- Details need to be finalized in advance of the 5/28 A&A expo

Vote 1: Motion to approve keeping registration fees the same as last year

Motion: Mike
Second: Zac
Vote: All Approve

Vote 2: Motion to approve moving forward with scoping Fall evaluations based on the terms outlined above

Motion: Sarah G
Second: Zac
Vote: All Approved

Next Steps/Board Lead/Timing:

- **Zac/Kristi** to start scoping options for Fall evaluations
- **Tanya** to draft initial communication about these changes to send to the Board for review/feedback before it's sent out
- **Rich** to update the website and registration
- **Bree** to post on Social later in May once it's ready

2) Updated Board Roles & Responsibilities + Succession Planning Discussion (Tanya)

Review and discuss [updated Board roles and responsibilities](#); once aligned I'll send out an email to all parents encouraging them to volunteer and outlining upcoming decisions they can be a part of

Additionally, we need to start succession planning for the following roles so that we have some time for training and transition prep before July.

- President
- Treasurer
- Website & IT Director
- Panther Classic Tournament Director

Discussion Notes:

- Feel succession planning is important as we want to be sure transitions go smoothly
- Backfilling the President & Treasurer roles are required, so it's critically important that we have those roles in particular identified
- Need to get communication out to families reminding them of the need for board members; highlight upcoming decisions to be made that they can be a part of
- Slight revisions have been made to the R&R document; need the group to review and ensure alignment before it's sent out to families
- Tom noted interest in taking over the Tournament Director role

Next Steps/Board Lead/Timing:

- **All** review the updated R&R document and provide feedback to Tanya by 5/4
- **Tanya** to send email to the organization with an ask for volunteers

Wrap Up and Adjourn

Closing Notes/Reminders:

- Next Board Meeting: May 18th at 7:00 PM
- [Strategic Plan Workstreams](#); reminder that initiative leaders are responsible for facilitating next steps with committee members and bringing updates back to the broader Board

Motion: Sarah G

Second: Zac

Vote: All Approved

Future Agenda Topics:

- Board Member Recruitment and Succession Planning
 - President and Treasurer Roles are required for us to maintain our 501 C3 status
- Future Financial Planning Discussion
- 2025/2026 Strategic Planning Discussion
- Spring 2026 Uniform Design Development

Day	Date	Location
Sunday	January 26 @ 7:00pm	Virtual
Sunday	February 23 @ 7:00pm	Virtual
Sunday	March 23 @ 7:00pm	Virtual
Sunday	April 27 @ 7:00pm	Virtual
Sunday	May 18 @ 7:00pm	TBD
Sunday	June 22 @ 7:00pm	TBD
Sunday	July 27 @ 7:00pm	TBD
Sunday	August 17 @ 7:00pm	TBD
Sunday	September 21 @ 7:00pm	TBD
Sunday	October 19 @ 7:00pm	TBD
Sunday	November 16 @ 7:00pm	TBD
Sunday	December 14 @ 7:00pm	TBD

Appendix B | Important Dates - 2025 Dates

Items in black are confirmed; red is still outstanding

Event	Dates	Location
SLPSA Summer Season Registration	11/4/2024 - 1/31/2025	
MN Softball Director Meeting	1/14	7:00 PM Medina Entertainment Center
Summer Parent Meeting	2/3	7:00 PM via ZOOM
MN Softball 8U Directors Meeting	2/10	7:00 PM Medina Entertainment Center
Summer Team Evaluations	3/1 – 3/2	Westwood Middle School
Summer Team Selections Communicated	3/3	
SLP HS Softball Tryouts	3/17 – 3/21	
Big West Registration Deadline	4/7	
Big West Coach Schedule Meeting	4/8	Medina Entertainment Center 10U/12U @ 6:00PM 14U @ 8:00PM
SLPSA Picture Day	4/29 & 5/9	SLP HS Fields
Big West Summer League Games (10U & 12U)	4/28 – 6/19	
8U League Games	4/30 - 6/21	
Panther Classic Tournament (8U/10U/12U)	5/10	Fridley Community Fields
SLP HS Softball Youth Night	5/12	University of Northwestern
Big West Summer League Games (14U)	5/20 – 7/8	
SLP Youth Activities and Athletics Expo	5/28	SLP High School
MN Softball Metro HS League Games (16U+)	6/2 – 7/9	
SLP Tower Days Parade	6/5	Spring Lake Park
8U State Tournament	6/28 – 6/29	
10U & 12U State Qualifier	6/28 – 6/29	
SLPSA Fall Season Registration	5/24 – 7/24	
10U & 12U State Tournament	7/12 – 7/13	
NAFA Nationals 10U & 12U	7/17 – 7/20	10U Cottage Grove 12U Eagan & Mendota Heights
14U & 16U State Qualifier	7/19 – 7/20	
Fall Team Selections Communicated	Week of 8/4	
Monsta Championships 10U	7/24 – 7/27	
NAFA Nationals 14U/16U/18U	7/24 – 7/27	14U Prior Lake & Lakeville 16U Champlin Park & Coon Rapids 18U Eden Prairie & Chaska

14U/16U/HS State Tournament	7/26 – 7/27	
Monsta Championships 12U/14U/16U	7/31 – 8/3	Mounds View
Club Softball Evaluations can begin	8/4	
MN Softball Fall Ball Meeting	8/12	Medina Entertainment Center
Fall Ball Weekend #1	8/23 – 8/24	
Fall Ball Weekend #2	9/6 –9/7	
Fall Ball Weekend #3	9/13 – 9/14	
Fall Ball Weekend #4	9/20– 9/21	
Fall Ball State Tournament	9/27 – 9/28	
Fall Roundtable Event	9/30	
MN Softball Year-End Directors Meeting	11/6 (11/13 reschedule)	Medina Entertainment Center

Appendix C – Board of Directors Roles

Name	Current Role	SLPSA Board Appointment Date	Current Role Appointment Date	Role Expiration (2 year term for Officers)
Tanya Hartwell	President*	August 2022	July 2023	July 2025
Mike Raymond	Vice President*	November 2023	December 2023	December 2025
Open	Secretary*			
Josh Glood	Treasurer*	September 2023	December 2023	Intending to roll off July 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	Intending to roll off July 2025
Carlo Faccini	Player Development Director	October 2023	September 2024	-
Rich DiVito	Website & IT Director	August 2022	October 2022	Intending to roll off July 2025
Brad Hunt	Brand & Marketing Director	April 2024	April 2024	-
Kristi Cobbs	Community Liaison & Fundraising Director	September 2023	September 2023	-
Sarah Jordahl	Director At Large	April 2024	April 2024	-
Bree Minor	Director At Large	December 2024	December 2024	-
Tom Doran	Director At Large	January 2025	January 2025	-

**Officer roles have 2 year term limits per SLPSA bylaws*