



**2019-2020**

Board of Director’s Meeting Minutes

July 6, 2020

7:30 pm

Location: Zoom Video Conference

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| **Name** | **Board Position** | **Attended?** |
| Matt Herek | President | Yes |
| Jay Gonnam | Vice President | Yes |
| Lindsay Frounfelkner | Vice President | Yes |
| Brandon Knop | Secretary | Yes |
| Michael Rice | Treasurer | Yes |
| Christina Federighi | Director at Large | No |
| Matthew Graham | Director at Large | No |
| Paul Johnson | Director at Large | Yes |
| Myles Lawter | Director at Large | Yes |
| Chris Rinere | Director at Large | No |
| Zack Zusag | Director at Large | Yes |

**Call to Order**

**PRIOR MEETINGS:**

1. Approval of Agenda:
	1. **Approved.**
2. Approval of Minutes (June 8, 2020):
	1. **Approved.**

**REPORTS OF OFFICERS AND COMMITTEES:**

1. President
	1. Herek thanked the board for their contributions during the year and noted that this would be the last time the full board would meet for the 2019-2020 fiscal year.
2. Treasurer
	1. Rice reported that we are still far behind the pace of previous years for membership fees, due to COVID-19, but fees have been improving for the summer due to softball registration.
	2. Our expenses currently outpace our revenue for the year due to greatly reduced membership fees.
	3. Additionally, LeagueApps is currently holding 10% of all of our registration funds due to an increase in refunds.
	4. Insurance expenses will also be decreased due to refunds.
	5. Softball has requested to use $2-3000 of settlement income to help cover some of their expenses. The amount will be determined at the end of the year.
	6. For the Hardship Committee, the first round of awards was handed out last week. Three members outside of the Board have been added to the committee to help with applications. We have received 9 applications and approved all 9 to date. Three additional applications are under consideration.
	7. **Motion to approve Treasurer’s Report**: Gonnam motion, Herek second. Motion passes.
3. Vice President - Athletics
	1. Lincoln Park is still closed east of Lake Shore Drive, but we have permits for sports if they are to open.
	2. For Women’s Softball, due to Chicago’s quarantine protocol, the current commissioner is unable to run the opening weekend of games due to travel out of state. She has reached out to the Board and members of the league for assistance in running the weekend, and we will assist as needed.
	3. The Chicago Parks Department disagrees with our credit calculation on what amount of a refund is due to COVID cancellations. We are working to finalize the amount with the department.
4. Vice President - Events
	1. There is now a lockbox with keys on the door of the storage unit. The code will access the keys, which will then open the door itself.
	2. Gonnam will need to talk to commissioners to determine when and how commissioners will need to access hand sanitizer and other PPE.
5. Secretary
	1. We will be adding a COVID update page to the website to allow individuals to see what the current status of each of our sports is.

**UNFINISHED BUSINESS:**

1. Hall of Fame Removal Policy
	1. The HOF Committee had a meeting and decided that there should be a high bar for removal of members of the HOF in order to keep politics out of the equation of any decision.
	2. The Committee proposed that removal would require ¾ of the HOF committee and ¾ of the full Board. The HOF Committee would start any discussion and the full CMSA Board would ratify any decision made.
	3. **Motion to approve HOF Removal Policy**: Herek motion, Knop second. Motion passes.
2. Ratification of HOF Removal
	1. Pursuant to the updated HOF Removal Policy, the HOF Committee has voted to remove Maureen Sullivan and Spyner’s Pub from the Hall of Fame via a ¾ vote.
	2. The CMSA Board will need to ratify this decision. Due to Board ableness at the meeting, the vote was taken via e-mail immediately following the meeting.
	3. **Motion to remove Maureen Sullivan and Spyner’s Pub from HOF**: Herek motion, Knop second. Motion passes unanimously.
3. Medical Officer
	1. The Board discussed the appointing of a Medical Officer position who would be responsible for monitoring the return of any CMSA players who were determined to be ineligible to play due to CMSA COVID policies.
	2. Members of the Board had questions on whether HIPAA would apply, and the Board decided it will consult its attorney with respect to this question.
	3. Josh Dehnke was suggested for the initial appointment of the position, to serve for 6 months.
	4. **Motion to appoint Josh Dehnke as Medical Eligibility Officer**: Rice motion, Gonnam second. Motion passes.
4. Return to Play
	1. The Board discussed how the Return to Play provisions are progressing and whether any changes needed to be made to the process.
	2. Some sports are discussing whether to use an electronic form vs. written signatures.
5. Election Procedures
	1. Knop and Frounfelkner presented options for an online election.
	2. They have analyzed a number of third-party election resources, with ElectionBuddy and Google Forms presenting the two best options.
	3. ElectionBuddy provides additional security features consistent with past elections, but has an associated cost based on the number of electors. Google Forms is free, but does not provide the security features available in ElectionBuddy.
	4. The Board discussed the timing, eligibility, and method for voting, and pros and cons for each service and option.
	5. Knop and Frounfelkner recommended the following election procedures as a package:
		1. ElectionBuddy to be used for collecting and calculating votes
		2. Vote will be from 9 AM to 7 PM
		3. Single ballot will be used, with ranked votes made, and winners calculated in a simulated fashion to come close to the multi-ballot system used previously
		4. Eligible members will be anyone who was a CMSA member for the past 2 years.
	6. **Motion to approve above package**: Gonnam motion, Lawter second. Motion passes.

**New Business:**

* 1. None.

**Adjourned at 9:30 PM.**