



Board of Director's Meeting Minutes  
 September 16<sup>th</sup>, 2020  
 7:00 pm  
 Location: Google Meetings

<u>Name</u>	<u>Board Position</u>	<u>Attended?</u>
Lindsay Frounfelkner	President	Yes
Michael Richardson	Vice President	Yes
Chris Rinere	Vice President	Yes
Drew Ladochi	Secretary	Yes
Brandon Knop	Treasurer	Yes
Paul Johnson	Director at Large	Yes
Myles Lawter	Director at Large	Yes
Kyle Palmer	Director at Large	Yes
Jeremiah Stevens	Director at Large	Yes
Jason Topping	Director at Large	Yes
Zack Zusag	Director at Large	Yes

### Call to Order

#### PRIOR MEETINGS:

1. Approval of Agenda:
  - a. Kyle Palmer motioned to add elections to agenda – Amended Agenda motioned by Jeremiah Stevens and seconded by Jason Topping. No one opposed.
  - b. **Approved.**
2. Approval of Minutes (August 11th, 2020):
  - a. **Approved.**

## **REPORTS OF OFFICERS AND COMMITTEES:**

1. President
  - a. Reviewed current sports actively playing and the upcoming leagues
  - b. Updated board on Broadway Armory moving away from being a shelter. Park manager does not know when we would be able to use the venue yet.
2. Treasurer.
  - a. Reviewed treasurer's report and expenses for CMSA in the past. Drew Ladochi motioned to approve treasurer's report and Michael Richardson second. All approved. No one opposed.
  - b. Leagueapps is holding back 10% of revenue in case we need to refund athletes for cancellations. Hardship fund collected 13000 and rewarded 2500 in hardship funds. Membership wise we are down 1300 compared to last year.
3. Vice President – Athletics
  - a. Open Sunday Softball contract is being reviewed and finalized
  - b. Women's Fall Softball moving to Dunbar Park.
4. Vice President – Operations
  - a. Asked for ideas on how to promote and share information about our organization with others. They want to put a plan together on how we approach and provide resources to people who want to become leaders in our league.
  - b. Met with a leader of AAC to discuss their processes and techniques to grow their league.
5. Secretary

## **SPECIAL BUSINESS:**

1. Strategic Planning
  - a. Met one time and worked through components of a strategic plan and started a SWOT analysis
  - b. We need to establish the timeline, resources, and next meeting where a majority of board can be present.
2. Diversity/Inclusion Committee
  - a. Met twice to work on a practical, pragmatic, and sensible approach.
  - b. Working on evaluating behaviors that would lead to not being inclusive and measure the intensity of the situation.
  - c. Developing a whistleblower/community concern form and guidelines for how to handle situations that arise. We want our members to feel safe enough to report the situation.
3. Financial Policies and Procedures
  - a. Finance committee and Brandon created three proposals.
  - b. Proposal 1 Approval Threshold/Direct Payments to Vendors. Adds language for debit card use and fixes amounts in financial policies to match current check approvals. Check approvals from 200-500 switched in 2017 but was not added to the policies.
  - c. Proposal 2 Corporate Business Expenditures. Adds language for debit cards to be available for the treasurer and president to use on expenses for CMSA
  - d. Proposal 3 Finance Committee. A member of the finance committee will meet with the CMSA treasurer monthly to go over financial records of the

organization. This member will submit information to the CMSA president following monthly audit.

- e. Motion to approve two and three proposals Jeremiah Stevens. Jason Topping second the motion. All approved. No one opposed.
  - f. Motion to approve updated proposal one by Lindsay Frounfelkner. Second by Michael Richardson. Myles Lawter, Kyle Palmer, Drew Ladochi, Jason Topping, Chris Rinere, Jeremiah Stevens approve. Zack Zusag did not vote. No one opposed.
4. Annual Member Survey
    - a. Presented second draft of CMSA Annual Member Survey and reviewed changes with board. Survey is meant to be used each year without having to change questions. This will help create a baseline of how we are doing.

#### **NEW BUSINESS:**

1. Data Analysis Request – Kyle Palmer
  - a. Kyle asked for access to analyze CMSA data fields as a grad school statistics project. Data would not be included that could be identifiers to member's information (name, address, member ID, date of birth). Professor would need to sign nondisclosure agreement.
2. Donation Request
  - a. Jeremiah Stevens asked if CMSA wants to make a donation to Big Orange Ball for Howard Brown. This could include an annual membership or one sport registration in 2020-2021.
3. Open Sunday Softball Carry Over Request
  - a. Softball board would like to carryover money from budget that goes over 10% allowed.
  - b. We need the final budget to approve what amount would be considered for carryover.
4. Elections
  - a. Kyle Palmer wants the board to reevaluate how we conduct elections. He offered ideas on different ways to hold elections versus a popular vote.
  - b. An election committee will be formed to present something to the board with Lindsay, Zack, and Kyle.

**Adjourned at 9:00 PM.**