



Chicago Metropolitan Sports Association  
 3023 N. Clark Street - #806 – Chicago, IL 60657 – (312) 409-7932  
[www.ChicagoMSA.org](http://www.ChicagoMSA.org)

Board of Directors – MINUTES  
 Wednesday, October 16, 2013  
 7:15 pm – 9:30 pm  
 Nookies Edgewater

**ATTENDEES:**

<u>Name</u>	<u>Board Position</u>	<u>Attended?</u>
Brian Kupersmit	President	Yes
Mark Sakalares	Vice President	Yes
Jessica Andrasko	Vice President	No
Michael Erwin	Secretary	Yes
Michael Rice	Treasurer	Yes
Jason Kallen	Director	Yes
Grete Hornstrom	Director	Yes
Todd Paulson	Director	Yes
Ryne Inman	Director	Yes
Scott Quinn	Director	Yes
Matt Simpson	Director	Yes

Guests:

Brian Kupersmit called the meeting to order at 7:16 pm.

**PRIOR MEETINGS:**

1. Brian motioned to approve the prior minutes. Matt 2nd. Motion accepted.
2. Brian motioned to accept the Agenda. Todd 2nd. Motion to accept agenda was accepted.
3. Mike E motioned to approve the treasurer's report. Grete 2nd. Motion to approve the treasurer's report was accepted.

**STANDARD BUSINESS: (120 Minutes)**

1. Treasurers report/audit update - MOR2 – 10 min

- A few sports are still open from 2013, but closing soon.
  - Funds left over from the 2013 budget will immediately go back into the money market account.
  - 1323 members today, 123 more than this time last year!
  - Audit:
    - Reached out to a CMSA member about leading the audit
    - Audit plan passed out to the board with perimeters for an audit conducted using our members instead of an audit firm
      - Plan would cut audit costs
      - Member with financial background has been contacted and being asked to run the audit
    - Failsafe:
      - Any irregularity will force an audit from an outside firm
    - Motion to approve the perimeters introduced by MOR2 with changes from both Mark and Brian was approved.
2. Group Exercise - 45 min
    - No notes
  3. Marketing update – Jason -- 15 min
    - Jason introduced a comprehensive marketing plan to the group with multiple distribution vehicles to increase the visibility of the organization with the hope of increasing membership
    - Jason also discussed the importance of the branding being consistent across every sport and the organization
      - Branding guidelines to be written by Jason and Brian
    - Brian moved to approve the advertising campaign. Jessica Second. Advertising campaign approved
  4. Charity update - Scott/Ryne – 5 min
    - Plan is to focus on three or four organizations over the next year. Working with Marcus Han and next steps include:
      - RFP for organizations with perimeters
      - Reach out to the membership (survey)
      - Charity event coordinate with January party
    - Exploring quick hits for the Fall such as a toy drive, food drive, etc
  5. Ping Pong, Self Defense Updates - Sak/Erwin - 5 min
    - No update on self-defense – next meeting update – classes in January
    - Mark is moving forward with ping pong
      - Working out the details
  6. Nov Party Update - MOR2 – 5 min
    - Four weeks until the party
    - Come Out and Play theme
      - Games games games
    - Collecting photos from the membership for a video montage
    - Give-aways to include tshirts, bags, etc
  7. January Party Update – Todd – 5 min
    - Sam and Todd met and discussed the annual party which will now include men and women
    - Deciding on the band
    - Jason made a branding point that the theme must be Come Out and Play!!!

- Date of the party is January 25<sup>th</sup>
  - Media table – Michael Erwin to be involved
8. Commissioner Handbook Update – Mark – 5 min
    - Done – board getting a draft and has two weeks to review and submit final edits
  9. COH Meeting Update – Erwin – 10 min
    - Fact: Equal numbers of young and old go through the center each day. CMSA should target both groups.
    - Meeting space available for CMSA functions such as HOF, annual meeting, etc.
      - Self-defense classes could also be held there.
    - Sports Mentoring program for Center’s youth
  10. Tournament Policy Procedure – Mark – 15 min TABLED UNTIL NOV. MEETING

**NEW BUSINESS/CLOSE:**

1. Open Forum
  - Michael Erwin is looking into switching our email marketing to constant contact. Working to get pricing and will report back to the group.
    - Scott motion to use constant contact. Mark second. Motion is tabled until next week.
  - MOR2 would like the board to begin looking at the policy and the procedures and governance manual to update it by the next meeting.
2. Feedback and Close
3. Next Meeting: Monday, November 18, Nookies. 7:00 pm-9:15pm.

**MOTION TO ADJOURN:**

1. Mark motioned to adjourn.
2. Mike second.
3. Motion carried and meeting adjourned at 9:55pm.