



Board of Directors Meeting Minutes

August 22, 2017

7:00 pm

Location: Michael Erwin's Home

851 West Gunnison Street, Unit B, Chicago, Illinois 60640

<u>Name</u>	<u>Board Position</u>	<u>Attended?</u>
Michael Erwin	President	Yes
Matt Herek	Vice President	Yes
Joshua Dehnke	Vice President	Yes
Julie Norris	Secretary	Yes
Michael Rice	Treasurer	Yes
Matthew Graham	Director	Yes
Jay Gonnam	Director	Yes
Lindsay Founfelkner	Director	Yes
Brian Hull	Director	Yes
Christina Wiesmore	Director	Yes
Jonathon Shaw	Director	Yes

**PRIOR MEETINGS:**

Meeting called to order at 7:20pm

1. Approval of Agenda: Passed
2. Approval of Prior Minutes (4/June/17): Continue to next meeting

**SPECIAL BUSINESS:**

1. Treasurer's Report:
  - a. Treasurer outlined for new board members how the report is set up. Board members will receive a treasurer's report at every monthly meeting. Treasurer report will show all funds in CMSA accounts and give important information on membership and league registration numbers.
  - b. Treasurer Reviewed current league numbers. In general numbers are strong and some leagues have not opened yet. Volleyball opens Friday.
  - c. Treasurer reviewed for new board members how the league carryover fee is calculated. 10% carry over is calculated on net income.
  - d. Announced League Liaisons:

- i. Mike Erwin (President)- Softball (Senior Cup, Open Sunday, Women's Sunday, Fall Friday) Badminton (Summer/Winter Doubles)
  - ii. Matt Herek (VP)- Basketball (Open, Women's), Soccer (Summer, Fall, Winter) Pride on The Pitch, Ultimate
  - iii. Josh Dehnke (VP)-Flag Football (Open Spring/Fall, Women's Spring/Fall, Pride Bowl) and Pool
  - iv. Julie Norris (Secretary)- Volleyball (Beach, Open, Women's), Kickball (Fall/Spring), Dodgeball (Open/Women's) and Special Programs
- e. Treasurer outlined new payout policy. Any payment over \$250 must to be approved by League Liaison. Payments over \$500 must be invoiced/billed direct to CMSA after League Liaison approval. These requirement apply to non-officials payments only. Commissioners will be notified of this rule change tomorrow.
- f. Treasurer outlined new Whistleblower policy- CMSA will not retaliate against Members who disclose or threaten to disclose a Board/League Commissioner or a Committee, any activity, policy or practice of CMSA that the Member reasonably believes is in violation of law or a rule.
- g. Treasurer outlined Non-compete policy- CMSA Board of Directors, League Commissioners/Directors, and League Members shall not sit on or advise any Non-Profit Organization's or Not-For Profit Corporation's Boards that is engaged in direct competition with CMSA within a 50-mile radius of the City of Chicago while maintaining a leadership position with CMSA, and for a period of 90 days after a person leaves their leadership position with CMSA.
- h. New Commissioners Announced: Matt Simpson-Flag Football; Courtney Briggs-Fall Softball;
  - a. Motion to Approve Treasurers Report: Josh  
Second: Julie  
Motion to Approve Treasurers Report: Passed

2. Budget Discussion:

- a. Treasurer explained how the budget is created. Budget is just goal/framework for upcoming year and not set in stone. Budget numbers are based on previous year's expenses. Budget line items can be changed throughout the year with board discussion/approval. CMSA by-laws requires a budget to be passed by Sept 1.
- b. Further discussion: Some line items could be combined to simplify. Example: Marketing/advertising costs in one line item. Is it better to have a strategic planning conversation before the budget is approved?
- c. Leagueapps Fees: Online Transaction Fee: CMSA charges 4% for every member/sponsor transaction. The credit card charge is 2-3%. Leagueapps charges us 2% for all charges each year. Leagueapps is the CMSA registration system we moved to in 2013.
- d. Motion to Amend Budget Line: Combine Pride/Midsommor/Proud To Run Events into 1 "Event Marketing" with a budget of 12K.  
Second: Brian  
Discussion: Proud To Run is a non CMSA event that we sponsor. We give PTR a donation and we volunteer at the event. We get no direct benefit from the event. Pride and Midsommar are booths/tents that we staff with the objection of only promoting CMSA.  
Amendment: Denied
- e. Motion to Amend Budget Line: Pride/Midsommor/Pride/ Back Lot Bash into \$9500;  
Matt  
Second: Jonathon  
Motion to Amend Budget Line Item to Combine Pride/Midsommer/Pride/ Back Lot

Bash into \$9500: Approved

- f. Motion to Approve Budget as Amended: Jonathon  
Second: Josh  
Budget: Approved
3. Board Expectations:
  - a. Code of Conduct. As a member of the main board you represent CMSA at all events. CMSA Board Members have an obligation to promote mutual respect, tolerance, and acceptance. Board members are also expected to keep discussions/issues addressed at meetings confidential. While there is no breach of conduct in the by-laws, Board members should not share information presented at meeting.
4. Update on Financial Investigation:
  - a. Reviewed Financial Investigation with new members.
  - b. Member fully defaulted in April 2017; Board moved for confession of judgment to garnish/attach to wages, etc. Confession was granted. Board had a link to member's bank account but account is closed. Board contacted member's employer. The garnish judgement is 15% of member pay.
  - c. Member contacted Board and asked Board to allow forbearance due to hardships.
  - d. Motion to Deny Request for Forbearance: Matt H.  
Second: Michael Rice  
Motion to Deny Request for Forbearance: Approved
5. CMSA 2017/2018
  - a. Matt H/Brian: Marketing/Advertising: Next meeting committee will bring 3 ideas. New Logo. Name Change. Mobile site and social engagement/more fun. Matt will investigate ideas to change platform from leagueapps.
  - b. Jay/ Partnerships: Lakeside Pride, Cubs, Boat rides, More Social events for members. Target is 1 event per quarter. Ice Skating. Curling at Kaiser Tiger
6. Annual Party:
  - a. Discussion: Tentative Party date is January 27. Party has been at Joes on Weed for several years. Should we consider new venue? Should we also consider date change/different time of year? Board agreed to keep the party in January but open to new venue. Old Crow, Sluggers, Committee will Investigate 2 additional party venue options and band vs DJ options. Christina, Jonathon, Jay will work on committee.
  - b. Motion To Have Annual Party: Christina  
Second: Josh  
Motion to Have Annual Party: Agreed
7. HOF: Continued to next meeting
8. Park Update:
  - a. Matt Herek has taken over as Park District Liaison. This role was previously held by past President Brian Kupersmit. Matt Herek submitted fall sports spreadsheet Andrew today. \$24,233.42 total for fall sports. Matt will submit for CMSA payment this week.
9. Commissioners Dinner:

- a. Discussion: Board typically sponsors (1) commissioner event/dinner in the spring. New board proposes (2) dinners/annually or (1) dinner and (1) social event. Additional option is to give Liaisons money to take each commissioner out. League committee meetings are already factored into budget. Friday afternoon party/social/networking. Invite commissioner to monthly cmsa meeting.
- b. Motion to change format of Commissioners Dinner: 1 dinner and 1 commissioner networking event this fiscal year; Michael Rice. Matt will coordinate (1) quarterly networking/social event and Rice will coordinate (1) dinner  
Second: Josh  
Motion: Approved

10. Questions/Concerns from Membership:

- a. Questions from Brian Sommer:
  1. Heard that a 2nd commissioner has been banned for life. Is Board going to address?  
Discussion: Board agrees to address to the members. Board will communicate to members that new procedures are in place. Josh will draft email to membership. Email will be sent on Monday, after volleyball season ends.
  2. Park Manager at Pottawatomie Medical Fund: Would board approve a CMSA donation to fund to help with park managers medical expenses.  
Discussion: Board agrees to ask the 4 commissioners who play at the field to donate from their budget or ask their players to donate.
- b. Volleyball Tournament this weekend. BBQ party 8am-4pm. Kevin is asking for volunteers.

**NEW BUSINESS/CLOSE: (10 minutes)**

1. Open Forum:
  - a. Jonathon Shaw- Shared idea of creating an active portal where commissioners can get stock images and CMSA created graphics to help promote their leagues.
2. Feedback and Close
3. Next Meeting: September 19 @7pm @ Michael Rice's

Motion to Adjourn: Christina  
Second: Julie  
Meeting adjourned at 9:58pm