



Board of Directors Meeting Minutes
May 05, 2022
6:45pm
Location: Center on Halsted/Google Meet

<u>Name</u>	<u>Board Position</u>	<u>Attended?</u>
Michael Richardson	President	Yes
Katie Niemi	Vice President	Yes
Chris Rinere	Vice President	Yes
Drew Ladochi	Secretary	Yes
Jeremiah Stevens	Treasurer	Yes
Pete Gately	Director at Large	Yes
Yvette Holt	Director at Large	Yes
Jason Topping	Director at Large	Yes
Katie Villalobos	Director at Large	Yes
Adam Whittaker	Director at Large	Yes

In attendance: Commissioners Anthony/Badminton, Jake/eSports, Sam/kickball, Kayla/Women's Dodgeball,

Michael Richardson motion to start meeting, Katie Villalobos second, all in favor, none opposed. **Motion passes** 6:48pm.

ADMINISTRATIVE

1. Approval of Agenda
 - a. Pete motion to approve agenda, Jeremiah second, all in favor, none opposed. **Motion passes.**
2. Approval of April 04, 2022 Meeting Minutes
 - a. Drew motion to approve minutes with addition of Michael Rice settlement income being mentioned during the treasurer's report, Katie Niemi second, all in favor, none opposed. **Motion Passes.**

STANDARD BUSINESS

1. Commissioner Meeting - Jeremiah and Michael
 - a. Jeremiah Stevens - Thank you to our commissioners for all of their work and volunteering their time to run the leagues. We appreciate all of the work they do. There will be some changes with commissioners and what they need to be doing for their sports.

- b. Commissioners do need to keep track of their budgets and balance the incomes/expenses that incur. The 10% carry over will not carry over into the next year.
- c. Commissioners need to be working towards utilizing funds to position themselves with marketing or expenses that might enhance their league. We will not be allowing last minute purchases, that were not planned for, to use up the funds that were in excess of what was planned.
- d. Michael Richardson - The strategic plan we enacted is to help establish us as a better organization. Part of the process involves commissioners of sports helping to drive the strategic plan.

2. Treasurer's Report - Jeremiah

- a. Taxes - Extension sent out last month. Once 2020 audit is complete we can finalize taxes before the extension deadline.
- b. Audit - 2020 Audit is almost complete. There are just final issues pertaining to request lists from auditors that need to be completed. Erick will review the questionnaire with auditors and Jeremiah. Waiting on final journal entries and any other final issues pending.
- c. Processing fees - Credit card processing fees increase from Leagueapps fees increasing. Our current processing fee we add on to the Leagueapps is 4%.
 - i. Michael Richardson motion to increase processing fee to 5% if Leagueapps raises our fees, Jason Topping second, all in favor, none opposed. **Motion passes.**
 - ii. We will revisit the processing fees after partnering with Leagueapps to see what we can negotiate on to lower fees. We will revisit the increase to 5% for processing fee on Leagueapps if we can negotiate a better rate.
- d. Stale Date Checks - Per Bank - Checks over 90 days and presented to bank tellers will be processed. Auditors asked that we void checks but Erick will be speaking to them about the bank policy and will need to be added to the Auditor's report.
 - i. The bank will allow people to cash checks that they have past the 90 day deadline that we print on the check. We are deciding what to do on some of these checks that are outstanding.
 - ii. Michael Richardson motion to continue conversation after partnering with bookkeeper and auditors on what to do, Jason Topping second, all in favor, none opposed. **Motion passes.**
- e. We have 2402 registered CMSA memberships currently.
- f. Drew Ladochi motion to approve treasurer's report, Katie Villalobos second, all in favor, none opposed. **Motion passes.**

3. Registration Discussion - Michael Richardson (continued from previous meeting)

- a. We are going to wait on this until the next meeting due to time constraints at the Center on Halsted.

4. By-laws - Michael and Pete

- a. They created a google form to test how the material for the next election might look for our CMSA membership during the next election. We will be presenting multiple items to vote on for by-law changes to consider.
- b. Pete presented how we have used different names for the executive board and appointed board members.
 - i. Katie Villalobos motion to approve distinguishing the titles of executive board members (individuals voted in) versus the appointed board members , Michael Richardson second, all in favor, none opposed. **Motion passes.**
- c. Pete presented reorganizing sections to match the incapacitation (succession) section
- d. Pete presented editorial updates, clarifying language, punctuation, and grammar.
- e. Pete will email us the suggested updates to review for next meeting and ways to track what is being proposed and approved.

5. Sports - If not a pressing issue we will receive an update via email

- a. Badminton - Michael
- b. Basketball – Open - Katie
- c. Basketball – Women’s - Katie
- d. Cornhole – Drew
- e. Dodgeball – Open – Katie
- f. Dodgeball – Women’s- Katie
- g. eSports – Katie
- h. Football – Open - Chris Rinere
- i. Football – Pride Bowl - Chris Rinere
- j. Football – Women’s – Chris Rinere
- k. Kickball - Katie
- l. Pool – Chris Rinere and Drew
- m. Soccer - Drew
- n. Soccer – Pride on the Pitch- Drew
- o. Softball – Open - Michael
- p. Softball – Pride Tournament – no update
- q. Softball – Women’s - Michael
- r. Table Top - Katie N.
- s. Ultimate - Chris
- t. Volleyball – Beach - Chris
- u. Volleyball – Open – Chris
- v. Volleyball – Women’s – Chris

6. Committee Reports and discussions

- a. Social Media/Website/Newsletter - Drew
 - i. No updates
- b. Annual Meeting
 - i. Updating via email to be discussed at next meeting
- c. Election Process
 - i. Chris, Pete, Michael and others who volunteered going to discuss then present to the board at next meeting.
- d. Strategic Plan
 - i. This is tabled until the next meeting.

SPECIAL BUSINESS

- 1. Pride Parade
 - a. The Chicago Bears are allowing us 50 spots to join them in the pride parade. They offered to provide us with their shirts to wear. We can bring our own signs and shirts if we would like.
- 2. CMSA Awards/Recognition (Chris)

NEW BUSINESS

- 1. Open Forum
- 2. Jason Topping motion to adjourn the meeting, Katie Villalobos second, all in favor, none opposed. **Motion passes** 9:04pm.