



**Board of Directors Meeting Minutes**  
**May 31, 2022**  
**6:30pm**  
**Location: Howard Brown/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	No
Jason Topping	Director at Large	Yes
Katie Villalobos	Director at Large	No
Adam Whittaker	Director at Large	Yes

**Jason Topping motion to call meeting to order, Pete second, all in favor, none opposed. Motion passes. 6:35pm**

**ADMINISTRATIVE**

1. Approval of Agenda - Michael Richardson motion to approve agenda, Pete seconds, all in favor, none opposed. **Motion passes.**
2. Approval of May 05, 2022 Meeting Minutes - Jason Topping motion to approve minutes, Jeremiah second, all in favor, none opposed. **Motion passes.**

**STANDARD BUSINESS**

1. Ultimate Fall League Presentation - Paul Johnson
  - a. Ultimate is proposing a fall season with another commissioner that can run the league.
  - b. Presented a budget for the fall season which would require money to set up the season before we can earn money.
  - c. Drew expressed concerns on field location and availability. As former kickball commissioner, he had a hard time finding fields with lights that were not all the way north at Pottawatomie Park.
  - d. Fall Ultimate would be a 9 week league starting at 6pm to be done prior to sunset.
  - e. Michael Richardson motion to approve addition of fall season, Jason Topping second, all in favor,

none opposed. **Motion passes.**

## 2. Treasurer's Report - Jeremiah

- a. Reviewed financial statements
- b. Bank Statements are not issued until the next day after end of the month and all financials that are presented are pending release of statement from U.S. Bank. All statements will be forwarded with new financials if there are any changes by end of week.
- c. Taxes - Extension has been sent out. Once audit is complete, we can finalize taxes before extension deadline.
- d. Auditors sent Erick a questionnaire to complete. Erick will review, answer, and get back with auditors and Jeremiah about any final issues pertaining to audit. Erick still waiting on final journal entries which should be completed when questionnaire is complete.
- e. W9's - we are asking that commissioners provide new W9's with updated address to minimize voiding checking or checks being sent to wrong address.
- f. CMSA numbers at 2696 active members for 2021-2022.
- g. Did a calculation on how much we paid for credit card processing fees versus how much we earned with 4%. We paid more in fees than we took in by approximately 1% so the 5% should be an appropriate amount for now. We are still discussing with LeagueApps on ways to save with the fees.
- h. We are considered a fee for service not for profit organization. It does not make us a tax exempt business. We would have to position as a not for profit organization that provides a service to be considered tax exempt.
- i. Michael Richardson motion to table discussion on the treasurer's report until mid June meeting, Jason Topping second, all in favor, none opposed. **Motion passes.**

## 3. By-laws - Michael and Pete

- a. Created a preview of the by-laws ballot for the upcoming election and
- B. Pete motion to use two electronic ballots through Google Forms to conduct a vote within the next 48 hours on the By-Law changes to present to membership and voting on changes in the policy manuals, Jeremiah Second, all in favor, none opposed. **Motion passes.**

## 4. 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

## 5. Committee Reports and discussions

### a. Annual Meeting - Michael

- i. Michael Richardson sent out an election timeline for
  - ii. June 1-June 9 President receives emails for nominations, June 10- , June 13-17 annual meeting where we announce accepted nominations and By-Laws, candidates can post statements and campaigning, July something election and by-laws are voted on, May 31st. Board meeting  
June 1st - announce nomination period via social, email and newsletter also announce annual meeting date  
June 1st - June 10th 8pm accept nominations via email to [president@chicagomsa.org](mailto:president@chicagomsa.org) (this is a change due to the nominations normally presented at annual meeting - gives us a jump)  
June 10th 8pm - June 12th - President reviews and inquires about acceptance of nominations (ask for initial statements for review as they accept)  
June 13th -17th- annual meeting (specific date to be set) announce accepted nominations and bylaws discussion along with budgets and other content.  
June 17th - post nominee statements  
June 17th- candidates campaign  
July 1 - newsletter content regarding nominees and election  
July 7 9am - July 10 5pm - election and bylaws vote  
July 10th 24 hours announce winners and bylaws confirmed
  - iii. Add a Q & A video with each candidate
  - iv. Annual Meeting on June 14th at 6:45pm to start and 7pm to start the meeting. Discussing what we have done and accomplishments, elections and nominations, and the by-laws. First item is the treasurer's report, what we have done, what we see in the future (strategic plan), nominations, and by-laws. Consider making a list of things that we have done to better the league to present to the membership. List to Michael executive board by June 8th.
- ### b. Election Process/ timeline and rollout - Chris, Michael, Pete
- j. Google form to use for nomination procedure with CMSA membership
  - k. Pete Gately motion to change the nomination acceptance timeline to two weeks instead of two months in policy manual, Jason Topping second, all in favor, none opposed. **Motion passes.**
- ### c. Social Media/Website/Newsletter - Drew

## SPECIAL BUSINESS

### 1. Pride Parade

- a. Chicago Bears allowed 50 spots to join their entry in the parade. We want to invite the board and commissioners first. It can be followed by inviting the membership.

## NEW BUSINESS

### 1. Open Forum

- a. Pride Fest offered for us to help work their main gates and volunteers/organization would receive a donation of a portion of the proceeds from the gate revenue.
  - i. Jason will reach out to Open Sunday Softball social chair to see if they can help staff the gates for a donation to World Series fundraiser.
- b. Chicago Fire Pride Night reached out to offer us discounted access to their pride night.
- c. Jeremiah brought up a discussion around consistency within the organization and budgets including money that travel teams raise to offset costs for travel tournaments. The board discussed the multiple ways people raise money to help with travel costs and how CMSA interacts with them.

2. Jason Topping motion to adjourn the meeting, Michael Richardson second, all in favor, none opposed. **Motion passes** 10:15pm.