## Board of Directors Meeting Sunday, November 8, 2020 - 7:00 PM Kratz Funeral Home – 302 East Conant Street, Portage, WI 53901 MINUTES

**Board Members Present:** Connie Wampler, Chad Edwards, Tim Kratz, Jennifer Teela, Joe Woodhouse

(Google Meet), Haley Gilman

Board Members Absent: Tara Seiler, Jason Krocker

Others Present: None

1) Call to Order

- a) Meeting was called to order by President Wampler at 7:00 PM.
- b) Roll called and attendance as shown above.
- 2) Discussion & Possible Action on Meeting Minutes from previous Board of Directors Meeting
  - No previous meeting minutes to be reviewed at this meeting. Previous minutes to be approved at next meeting.
- 3) Action taken since last official board meeting via email
  - i) GPYEF has terminated the subordinate agreement between GPYEF and PYS, effective 10/1/2020.
  - ii) Andy Saloun has resigned from the Board of Directors (Treasurer).
- 4) Discussion & Possible Action on getting a new Federal ID for non-profit status
  - a) Everything is reviewed through 3<sup>rd</sup> quarter (all is good)
  - b) We paid GPYEF \$500 annually
  - c) Federal tax returns will need to be done. Would hire an accountant to do this.
  - d) If we want quarterly bank reconciles, maybe another \$400 per year, but Scott Bublitz doesn't think that quarterly reviews are necessary since we have nice excel documents.
  - e) Need to file for 501(c)(3) non-profit status. Maybe Scott Bublitz would help?
    - i) From Scott Bublitz: I believe Todd Kreckman did complete and file the application for the group (GPYEF)
      - (1) Mark Witt is willing to call Monday to see if someone (Mark) could do that paperwork himself and just have Todd look it over to save some money.
    - ii) Need the Articles of Incorporation and By-Laws
    - iii) Mission Statement and List of Board of Directors
    - iv) Probably initial cost of somewhere around \$1,500 for his fees and the application fee
    - v) From there, MBE&G can file your tax return, based off the same information you previously reported to GPYEF
    - vi) Tax return preparation and filing would be approximately \$500 through MBE&G
    - vii) Need a name for Federal ID Status: Portage Youth Softball
  - f) Need Federal ID for Baraboo State Bank
    - i) Mark is going to call them on Monday

- g) Motion to have Todd Kreckman do the paperwork/filing for the non-profit Federal ID.
  - i) Motion: Chad Edwards Second: Jen Teela

- h) Decisions on accountant, tax returns, tax filing, etc. tabled until next board meeting or spring when they need to be done.
- i) Motion to have the official name of our organization be "Portage Youth Softball". If that is taken, use "Portage Area Youth Softball" as the official name.
  - i) Motion: Chad Edwards Second: Tim Kratz Vote: 6-0
- 5) Current items to shore up
  - a) Articles of Incorporation
  - b) By-Laws (ideas: <a href="https://sites.google.com/site/wccvstarz/">https://sites.google.com/site/wccvstarz/</a>)
  - c) Mission Statement (ideas: <a href="https://sites.google.com/site/wccvstarz/">https://sites.google.com/site/wccvstarz/</a>)
  - d) List of Board of Directors
- 6) Discussion & Possible Action on Open Treasurer Position
  - a) Need to select someone
    - i) Post it?
    - ii) Or Mark Witt is willing to do it
  - b) Motion to appoint Mark Witt as Treasurer for the remainder of the term held by Andy Saloun.
    - i) Motion: Tim Kratz Second: Jen Teela
- 7) Discussion & Possible Action on 2021 Tournament Teams
  - a) When would we start tournaments?i) Jason should gather dates for tournaments being mindful of H.S. softball going through June
  - 28, 20201b) Money from players earlier to get commitment
  - c) Motion to make players offered a spot on a travel team pay a deposit of \$150 which is non-refundable unless we cancel the team/season.
    - i) Motion: Chad Edwards

Second: Haley Gilman

Vote: 6-0

Vote: 6-0

- 8) Discussion & Possible Action on Open Gyms for 14U & Under
  - a) School is not open to outside groups at this time
    - i) Haley is checking into St. Mary's gym availability/price/waiver for open gyms for youth
  - b) Will reconsider on January 1
- 9) Discussion & Possible Action on Beaver Dam Facility Usage
  - a) Connie gets 15 contact days this year so would like to use those on Saturdays
  - b) Transportation to Beaver Dam
    - i) If using as a school contact day, can use school vans at ½ capacity (I believe that is 4 people)
    - ii) Players ride with same people each week to limit contact
    - iii) Get their own ride (this does not affect ability to use as contact day even though through school)

- iv) Since this is possible, go through the high school and not PYS. Still willing to donate money towards it. Start later in January as maybe COVID things will change.
- c) How many players are able/willing to go this year?
  - i) Price depends on how many participate
- 10) Updates on Other Business
  - a) Fields have been winterized.
  - b) Clay put in Varsity Field right side batter box, catcher's/umpire's area, 1<sup>st</sup> base pitching practice area
  - c) All equipment returned and stored for the winter.
- 11) Additional Agenda Items
  - a) Discussed having a note of contacting us if in need of financial assistance.
- 12) Public Input
  - a) No public input was given.
- 13) Next Meeting
  - a) No meeting date/time was set for the next meeting.
- 14) Meeting Adjourned
  - a) Motion to adjourn the Board of Directors Meeting.
    - i) Motion: Tim Kratz Second: Haley Gilman Vote: 6-0