



## MINUTES

**Others Present:** Jacob Witt

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- c) Mark informed the Board that becoming an independent non-profit organization is a serious undertaking and that the by-laws that are developed must be followed. We are required to create a new bank account. Scott Bublitz said a separate tax return will not be required this year due to technically being two different organizations.
- d) Mark suggested that the executive officers be part of a standing finance committee to audit the organization on a quarterly basis with an accountant only completing the year end audit.
- e) There was discussion on whether or not to be a non-profit or for-profit organization. Consensus was to stay non-profit for ease of sponsorships. Additionally, only non-profit organizations are allowed to have a raffle license which PYS plans to use in the future.
- f) It was also noted how we should start doing receipts for all sponsors, regardless of sponsorship amounts or legal requirements.
- g) Chad suggested we may be able to receive funding from the City of Portage Tourism Promotion Commission for bringing tourists into the City (i.e. tournaments).
- 8) Discussion & Possible Action on Changing Bank Used for PYS Bank Account(s)
  - a) Connie mentioned how she would like to support Community Bank of Portage as they have been a sponsor for the past several years.
  - b) Motion to move the PYS bank account from Portage State Bank to Community Bank of Portage
    - i) Motion: Chad Edwards                      Second: Jason Krockner                      Vote: 7-0
- 9) Discussion & Possible Action on Reserving a PO Box for PYS
  - a) Tim visits the post office several times per week and can check a PYS PO Box on a regular basis. Having an official permanent mailing address will eliminate the need to change the address each year and for different purposes. Tim said the PO Box would cost \$67 per year.
  - b) Motion to reserve a PO Box for the year at the Portage, WI post office.
    - i) Motion: Jason Krockner                      Second: Mark Witt                      Vote: 7-0
- 10) Discussion & Possible Action on Proposed PYS By-Laws
  - a) Mission statement on By-Laws draft closely matches what Connie had created and is acceptable.
  - b) Finalized By-Laws are not required to submit all non-profit application paperwork. However, By-Laws must continue to be worked on and approved soon.
  - c) Jake will get the Board of Directors application created and sent out to start the election process for 2021.
  - d) Motion to hold the 2021 Annual Meeting on Sunday, February 21, 2021 at 3:00 PM with the location/format to be determined.
    - i) Motion: Tim Kratz                      Second: Jennifer Teela                      Vote: 7-0
  - e) Minimum number of Regular Board of Directors Meetings will be switched to 4 per year instead of 6 per year. The requirements of holding at least one per calendar quarter will remain.
  - f) The size requirements for the board shall remain 5-11 since the Board will decide how many members to have on the Board on an annual basis which will prevent there being too many active members to efficiently manage.



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- 14) Discussion & Possible Action on PYS Financial Contribution to High School Beaver Dam Workouts
- a) Motion to contribute \$600 for the 2021 off-season to the High School Softball Program for Beaver Dam workouts with all other costs to be covered by the players attending the workouts and/or by the High School Softball Program
    - i) Motion: Jason Krockner                      Second: Tim Kratz                      Vote: 6-0 (Tara Absent)
- 15) Discussion & Possible Action on 2021 Volunteer Requirements
- a) Discussion regarding requiring some or all volunteers to be First Aid/CPR/AED certified occurred. Consensus was that this was a good idea that should be investigated more. Jen to check with an instructor she uses regarding schedule and rates that are available for new certifications and renewals. Decisions on 2021 Volunteer Requirements tabled until next meeting.
- 16) Additional Agenda Items
- a) 2020 Home Tournament(s)
    - i) With concern of other tournament filling up fast, consensus was to get our tournament posted and open for registration as soon as possible with the hope that we will be able to host it at the high school. Backup plans would include splitting the tournament to multiple weekends and/or using the City of Portage softball field if possible.
    - ii) Motion to schedule and publish our 2021 home tournament for July 23-25, 2021 with a backup weekend being July 30 – August 1, 2021
      - (1) Motion: Jason Krockner                      Second: Tim Kratz                      Vote: 6-0 (Tara Absent)
  - b) Raffle Licenses
    - i) Class A & Class B raffle licenses cost \$25 each per year. Additional fees may apply for the initial license. Calendar raffles and other raffle options for fundraisers were discussed. No action taken. Tabled until next meeting when we have non-profit status.
  - c) 2021 Board of Directors Election
    - i) Applications will be created and sent out for the 2021 Board of Directors election. Process outlined in the By-Laws draft will be followed. Election to be complete and finalized prior to next Board of Directors meeting so positions can be assigned for the 2021 Board of Directors.
- 17) Public Input
- a) No public input.
- 18) Next Meeting
- a) Sunday, January 31, 2021 at 7:00 PM at Kratz Funeral Home
- 19) Meeting Adjourned
- a) Motion to adjourn the Board of Directors Meeting at 8:49 PM.
    - i) Motion: Jason Krockner                      Second: Jennifer Teela                      Vote: 4-0 (Tara, Joe, Chad Absent)