



PORTAGE YOUTH SOFTBALL

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Board of Directors Meeting

Sunday, February 21, 2021 – 2:00 PM

John Muir Elementary School Cafeteria – 2600 Woodcrest Drive, Portage, WI 53901

AGENDA

Board Members: *Connie Wampler*, President and Facility Coordinator; *Chad Edwards*, Vice President; *Mark Witt*, Treasurer; *Tara Seiler*, Secretary and Co-Concessions Coordinator; *Tim Kratz*, Registrar; *Jennifer Teela*, Sponsorship Coordinator and Umpire Coordinator; *Jason Krock*, Tournament Team Coordinator, Tournament Coordinator, and Equipment Coordinator; *Haley Gilman*, Marketing Coordinator and Volunteer Coordinator; *Matt Holtan*, Uniform & Apparel Coordinator

- 1) Call to Order – Connie Wampler
 - a) Roll Call
- 2) Discussion & Possible Action on Meeting Minutes from January 31, 2021 Board of Directors Meeting – Tara Seiler
- 3) Action taken since last official board meeting via email
 - a) No official action taken since last meeting.
- 4) Treasurer's Report – Mark Witt
 - a) Financial 2020 Review
 - b) Update on Non-Profit Status
- 5) Update on 2021 Portage Pride Tryouts (February 28, 2021 at 6:30 PM) – Jason Krock
- 6) Update on 2021 PYS Summer Tournament (July 23-25, 2021) – Jason Krock
 - a) Reference www.portageyouthsoftball.org/tournament for more information.
- 7) Update on 2021 Portage Pride Player Deposits – Mark Witt
- 8) Discussion & Possible Action on Sponsorship Program – Jennifer Teela
 - a) Current sponsorship program (not changed from 2020) included in packet for reference.
 - b) New Portage Youth Baseball sponsorship program included in packet for reference.
- 9) Discussion & Possible Action on Traveling Summer League for 14U Division
 - a) Further discussion on 14U League with Wisconsin Dells, Baraboo, Reedsburg, etc.
 - b) Further discussion on 14U League in South Central Girls Softball League
- 10) Discussion & Possible Action on Uniform & Apparel – Matt Holtan
- 11) Additional Agenda Items
- 12) Public Input
- 13) Next Meeting
- 14) Meeting Adjourned



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Board of Directors Meeting
Sunday, January 31, 2021 - 7:00 PM
Kratz Funeral Home – 302 East Conant Street, Portage, WI 53901
MINUTES

Board Members Present: Connie Wampler, Chad Edwards (via phone), Mark Witt, Tara Seiler, Tim Kratz, Jennifer Teela, Jason Krock, Haley Gilman, Matt Holtan

Board Members Absent: None

Others Present: Jacob Witt (via phone)

- 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 Month ##, 2020 Board of Directors Meeting
 - a) Correction to section 7a: \$35 fee for DFI and \$275 non-profit filing fee
 - b) Motion to approve Meeting Minutes from December 6, 2020 Board of Directors Meeting as corrected
 - i) Motion: Mark Witt Second: Jason Krock

Name:	Connie Wampler	Chad Edwards	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krock	Haley Gilman	Matt Holtan
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.				Result of Motion & Vote:			Motion Carried (8-0)		

- 3) Action taken since last official board meeting via email
 - a) No official action taken since last meeting.
- 4) Treasurer's Report – Mark Witt
 - a) 2020 Financial Review
 - i) New account is open at Community Bank of Portage. Stripe and PayPal are now switched to the new account so our old bank account will be closed this week.
 - ii) Currently \$6,914.60 in account
 - iii) PO Box is now open (PO Box 854, Portage, WI 53901)
- 5) Discussion & Possible Action on Appointing Coordinator Positions to New Board of Directors
 - a) Registrar – Tim Kratz
 - b) Sponsorship Coordinator – Jennifer Teela
 - c) Tournament Team Coordinator – Jason Krock
 - d) Uniform & Apparel Coordinator – Matt Holtan
 - e) Facility Coordinator – Connie Wampler
 - f) Equipment Coordinator – Jason Krock
 - g) Marketing Coordinator – Haley Gilman
 - h) Technology Coordinator – Jacob Witt (non-voting)
 - i) Umpire Coordinator – Jennifer Teela



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- j) Volunteer Coordinator – Haley Gilman
- k) Concessions Coordinator – Sherill Booth (non-voting) and Tara Seiler
- l) At-Large Members – None
- 6) Update on Non-Profit Status – Mark Witt
 - a) Waiting for the State of Wisconsin and IRS to approve non-profit status. Filed on January 8, 2021. Must wait at least 30 days prior to contacting the IRS for status update.
 - b) Raffle License Information
 - i) Once we are approved by the State of WI and the IRS, we can move forward with pursuing a raffle license.
- 7) Discussion & Possible Action on 2021 Volunteer Requirements
 - a) Volunteer Application
 - b) Background Check
 - c) Coaching Clinics
 - i) Head coaches should attend a coaching clinic.
 - d) Concussion in Sports Online Course
 - i) Continue to require for all volunteers.
 - e) First Aid/CPR/AED Certification Course
 - i) Jen to update Board after contacting trainer.
 - (1) Jen found someone to host a First Aid/CPR/AED class. Cost will depend on the number of people attending. Roughly 10-15 people (head coaches/assistants) and should cost less than \$50 per person.
 - (2) Course will be offered after head coaches are picked.
 - (3) Discussion on AED at high school fields and use of Epi-Pens were also discussed.
- 8) Discussion & Possible Action on 2021 Registration – Tim Kratz
 - a) Player Registration Fees
 - i) Same registration fees as 2020 (\$30 for Rookies, \$100 for 10U, 12U, 14U, & 16/18U)
 - ii) Promo codes will be sent out to those receiving a credit for the 2020 season before registration opens. Roughly 30 people will receive a credit ranging from \$30-\$100 for an approximate total of \$1500 in credits.
 - (1) Jake has a list of who will receive credits.
 - (2) Invoices for League Advancement Fees and 16/18U player fees still need to be invoiced and/or added as Outstanding Charges to the registration form.
 - b) Registration Dates
 - i) Registration will open February 21, 2021 for all age levels following the Annual Meeting. 10U-14U will tentatively close on March 14th with a 2-week late registration period ending March 28th. Rookie & 16/18U will close at a later date.
 - c) Registration Forms/Agreements.
 - i) Proposed Liability Waiver and Refund Policy were reviewed.



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ii) Current Parent Code of Conduct and Player Code of Conduct were reviewed.

iii) Motion to approve changes to Liability Waiver and Refund Policy.

(1) Motion: Chad Edwards

Second: Mark Witt

Name:	Connie Wampler	Chad Edwards	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krock	Haley Gilman	Matt Holtan
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.				Result of Motion & Vote:			Motion Carried (8-0)		

9) Update on Optional Preseason Practices & High School Open Gyms – Connie Wampler

- Starting 2/14/2021 with schedule on website
- Volunteer signup is live with COVID-19 precautions listed.
- A form/waiver needs to be signed by PYS to use PCSD indoor facilities.
- Each parent/player must sign a COVID waiver to be kept by PYS. Connie will check on that and get all forms to Jake so it can be done digitally.

10) Discussion & Possible Action on Summer Leagues

- Divisions
 - 10U – will play in the COL-SAK League
 - 12U – will play in the COL-SAK League
 - 14U – will make a determination at a later date. Waiting for the South Central rules meeting to determine what teams are able to participate this summer in the Dane County areas. This will help guide our path for the 14U league.
 - Reedsburg has ideas on creating a league that includes Dells, Reedsburg, Portage, Baraboo, and maybe DeForest & Waunakee. Connie is opposed to this as those are mostly conference/regional teams that the HS teams play for the next 4 years.
 - 16/18U – will continue playing in the Capitol Area Fastpitch League (organized by Bob Tomlinson)
- Options
 - COL-SAK
 - Jason Krock will be the new PYS contact.
 - South Central Girls Softball League
 - Will table 14U decision until we know more about Dane County restrictions and teams in the league.
 - Capitol Area Fastpitch League
 - 16/18U will play in the same league as in past years.
 - Madison Area Fastpitch League (Wisconsin Sports Services)
 - No teams will be enrolled in this league at this time.

11) Updates on 2021 Tournament Team Player Deposits – Jason Krock

- Jason/Tara to get listed of players that need to be invoiced to Jake. Players can't be invoiced until list is finalized.



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- b) Need to hold an additional tryout for 12U, 14U, & 16/18U on February 28, 2021 from 6:30 PM – 8:00 PM. Those that were already offered a spot do not need to attend.
- c) Information will be published online.
- 12) Update on 2021 Portage Pride Tournament Registrations – Jason Krocker
 - a) Registrations have not yet been submitted. Waiting on deposits to be received now that checking account is active.
- 13) Update on 2021 PYS Tournament
 - a) Registration will open soon now that payment processing accounts are updated.
 - b) Several teams are interested in registering.
- 14) Discussion & Possible Action on PYS Organizational By-Laws
 - a) Motion to approve PYS Organizational By-Laws as written.
 - i) Motion: Tara Seiler Second: Jason Krocker

Name:	Connie Wampler	Chad Edwards	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krocker	Haley Gilman	Matt Holtan
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.				Result of Motion & Vote:			Motion Carried (8-0)		

- 15) Discussion & Possible Action on 2021 Sponsorship Program
 - a) We will need to get approval to hang signs/banners on school district fields.
 - b) Cannot use the Warrior Head logo on any banners.
 - c) Table changes for now and discuss at next meeting.
- 16) Planning for the 2021 Annual Meeting
 - a) 2/21/2021 at 3:00 PM
 - b) Meeting to be virtual only
 - i) Chad has a professional license for Zoom we can use.
 - ii) Board members will meet at John Muir at 2 PM
- 17) Discussion & Possible Action on Payment to Jacob Witt
 - a) PYS paid Jake \$500 for 2020 season in January
 - b) Motion to pay Jacob Witt \$500 for the 2021 season
 - i) Motion: Chad Edwards Second: Haley Gilman

Name:	Connie Wampler	Chad Edwards	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krocker	Haley Gilman	Matt Holtan
Vote:	***	Yes	Abstain	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.				Result of Motion & Vote:			Motion Carried (7-0)		

- 18) Additional Agenda Items
 - a) Jason mentioned having a 16/18U player that works during the week but would like to play Portage Pride. Per PYS By-Laws, player must play in the recreational league in order to play on a Pride team.
 - b) Mark mentioned getting Badger Sporting Goods our new Federal Tax ID # and get Jason approved to make purchases.



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19) Public Input

- a) No other public input was provided.

20) Next Meeting

- a) Sunday, February 21, 2021 at 2:00 PM at John Muir Elementary School Cafeteria

21) Meeting Adjourned

- a) Motion to adjourn the Board of Directors Meeting at 8:35 PM

- i) Motion: Mark Witt

Second: Tara Seiler

Name:	Connie Wampler	Chad Edwards	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krocker	Haley Gilman	Matt Holtan
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.				Result of Motion & Vote:			Motion Carried (8-0)		



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2020 SPONSORSHIP PROGRAM

A sponsorship with Portage Youth Softball is an exciting and beneficial opportunity for you, our organization, and the Portage community. We are eager to collaborate with businesses and families to ensure the success of the Portage Softball Program. Our sponsors assist our organization in providing equipment, maintaining facilities, and reducing player registration fees. In exchange for your valued support, we will work with you to promote your business. Together, we will ensure that there is a quality youth softball opportunity for Portage area youth for many years to come.

GOLD LEVEL: \$750+ (Former Platinum Level)

- **All benefits listed under the "Silver Level"**
- Business logo or name on all PYS coaching shirts & player uniforms (restrictions apply on the color, size, & location of the logo/text)
- Two Portage Youth Softball t-shirts (sizes of your choice)
- Business name or logo on all of our online registration forms including the Athlete Registration Form (all seasons within the year), Volunteer Application, Sponsorship Application Form, Tournament Registration Form, Refund Request Form, and more (Recognition will be added to forms once sponsorship payment is received)
- Business logo or name on some of our emails and other publications

SILVER LEVEL: \$300 - \$749 (Former Gold Level)

- Business name, logo, & information on the "Sponsors" page of our website and new mobile app
- Business logo on our sponsor banner at the Portage High School softball fields
- Business logo on our sponsor posters in our concession stand and restrooms
- Business logo and website link on the homepage of our website
- Business logo on all team pages of our website (on a rotating basis with other eligible sponsors)
- Banner advertisements within our mobile app (on a rotating basis with other eligible sponsors and PYS events during the summer & fall seasons)
- One "Sponsor of the Week" highlight posts on our Facebook page
- One Portage Youth Softball t-shirt (size of your choice)
- Delivery of up to two promotional items (flyers, coupons, emails, mobile app push notifications, etc.) to our families
- Business logo in Warrior Softball varsity home game programs including the Senior Night program*
- Recognition on our Facebook page thanking you for your sponsorship (upon sponsorship payment)

**Programs may not be created for all home games.*

BRONZE LEVEL: \$150 - \$299 (Former Bronze & Silver Levels)

- Business name, logo, & information on the "Sponsors" page of our website and new mobile app
- Business name on our sponsor banner at the Portage High School softball fields
- Business name on our sponsor posters in our concession stand and restrooms
- Business name in Warrior Softball varsity home game programs including the Senior Night program*
- Recognition on our Facebook page thanking you for your sponsorship (upon sponsorship payment)

**Programs may not be created for all home games.*

➡ **Complete our Sponsorship Application Form online at www.portageyouthsoftball.org/be-a-sponsor.** ⬅

Thank you for your interest in collaborating with Portage Youth Softball as a valued sponsor. For questions, contact:

Jennifer Teela, Sponsorship Coordinator
teelajennifer@yahoo.com
(608) 617-9610

Andy Saloun, Treasurer
andrewsaloun@gmail.com
(608) 408-6848

Connie Wampler, President
wamplerc@portage.k12.wi.us
(608) 697-0719



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SOME OF OUR SPONSORSHIP BENEFITS (FROM THE 2019 SEASON)



2019 Platinum & Gold Sponsors on Our Website Homepage
(2020 Will Feature Gold & Silver Sponsors)



2019 Senior Night Program Cover



2019 Sponsor Banner on Varsity Dugout Facing Parking Lot (4' x 8')



2019 Sponsor Posters in Concession Stand & Restrooms (11" x 17")

If you would like examples of other benefits or need more information, please contact our Sponsorship Coordinator.

PYS is a member of GPYEF, Inc. which is a 501(c)3 non-profit organization. Donations and sponsorships are tax deductible. Proof of non-profit status is available upon the request of the Sponsorship Coordinator or Treasurer.

➡ Complete our Sponsorship Application Form online at www.portageyouthsoftball.org/be-a-sponsor. ⬅

Thank you for your interest in collaborating with Portage Youth Softball as a valued sponsor. For questions, contact:

Jennifer Teela, Sponsorship Coordinator teelajennifer@yahoo.com (608) 617-9610	Andy Saloun, Treasurer andrewsaloun@gmail.com (608) 408-6848	Connie Wampler, President wamplerc@portage.k12.wi.us (608) 697-0719
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SPONSORSHIP PROGRAM

A variety of sponsorship opportunities are available for area businesses and families/individuals. Some sponsorship options have limited availability and are claimed on a first paid, first claimed basis. While payment by check is accepted, check payments will take longer to process. Sponsorship spots are not claimed until payment is received. Online payment is available using Visa, MasterCard, Discover, and American Express for an additional processing fee.

BUSINESS SPONSORSHIPS

Business sponsorships receive additional benefits as listed in the table below and all receive the following benefits:

- Listing on the Sponsors page of our website at www.portageyouthbaseball.org/sponsors (includes business name, logo, address, phone number, and link to website)
- Recognition on our Facebook page after payment is received and business is added to our website Sponsors page
- Recognition for the remainder of the current year (up to one full year) through at least December 31

SPONSORSHIP TYPE	QUANTITY AVAILABLE	COST (EACH)	ADDITIONAL BENEFITS FOR EACH SPONSORSHIP TYPE
Website Sponsor	1	\$800	Business logo* on the header/top of our website (visible on every page)
Concession Stand Sponsor	1	\$800	4' x 8' banner with business logo* on our concession stand
Score Box Sponsor	2	\$800	4' x 8' banner with business logo* on one of our two score boxes
Dugout Sponsor	6	\$600	4' x 8' banner with business logo* on one of our six dugouts
Team Sponsor	16^	\$600	Business name on the uniforms of one of our teams
Field Sponsor	No Current Limit	\$400	4'x 8' banner with business logo* on the outfield fence of one of our three baseball fields (businesses can choose 1-3 fields at \$400 each)
Supporting Sponsor	Unlimited	\$200	No additional benefits (select this option if you only want recognition on our website and Facebook page)
Bundle Discount	Businesses that sign up for three or more sponsorships will receive \$50 off per sponsorship!		

^{*} Number of available Team Sponsorships is estimated and is subject to change. Businesses are limited to one (1) Team Sponsorship per age division and may request which division(s) to sponsor. However, no guarantees will be made. If the number of Team Sponsorships available decreases, those who paid first will receive the Team Sponsorships. Four teams per age division are estimated, but teams per division and total teams may vary based on player registration.

^{*} Restrictions on business logo apply. For all banners, a high quality vector graphic logo will be required. Otherwise, fees for graphic design may be required or the logo will be replaced with the Business name. For Website Sponsor, the business logo must be high quality with a transparent background. Dimensional requirements may also apply.

NON-BUSINESS SPONSORSHIPS

Non-Business Sponsorships will be listed on the Sponsors page of our website at www.portageyouthbaseball.org/sponsors under the applicable sponsorship level.

Sponsorships also receive recognition on our Facebook page.

All sponsorships receive recognition for the remainder of the current year (up to one full year) through at least December 31.

LEVEL	AMOUNT
Platinum Level	\$600+
Gold Level	\$400 - \$599
Silver Level	\$200 - \$399
Bronze Level	\$50 - \$199

TO BECOME A BUSINESS SPONSOR OR NON-BUSINESS SPONSOR, COMPLETE OUR ONLINE SPONSORSHIP & DONATION FORM.

PAYMENT CAN BE MADE ONLINE OR A CHECK CAN BE MAILED TO PORTAGE YOUTH BASEBALL.

VISIT WWW.PORTAGEYOUTHBASEBALL.ORG/SPONSORS OR SCAN THE QR CODE ABOVE FOR MORE INFORMATION AND TO GET STARTED!

FOR QUESTIONS, CONTACT JIM BELSCHNER, PRESIDENT, AT PORTAGEYOUTHBASEBALL@GMAIL.COM OR (608) 695-0346.