



# PORTAGE YOUTH SOFTBALL

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## Board of Directors Meeting

Thursday, February 17, 2022 - 8:00 PM

Kratz Funeral Home – 302 East Conant Street, Portage, WI 53901

## AGENDA

**Board Members:** *Connie Wampler*, President and Facility Coordinator; *Jonelle Brom*, Vice President; *Mark Witt*, Treasurer; *Eric Carpenter*, Secretary; *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; *Jason Chilson*, At-Large Member

- 1) Call to Order - Connie Wampler
  - a) Roll Call
  - b) Quorum Check
  - c) Resignations and/or New People
- 2) Discussion & Possible Action on [Meeting Minutes from November 18, 2021](#) Board of Directors Meeting
- 3) Action taken since last official board meeting via email
  - a) Motion to add 2 more teams to the 12U and 14U divisions to have 8 teams in each division.
    - i) Motion: Tim Kratz

Second: Mark Witt

Name:	Connie Wampler	Jonelle Brom	Mark Witt	Eric Carpenter	Tim Kratz	Jennifer Teela	Jason Krock	Haley Gilman	Jason Chilson
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.							Motion Carried (8-0)		

- b) Invoices were sent to players for the 14U Pride team
- 4) Treasurer's Report - Mark Witt
- 5) Discussion & Possible Action on Appointing Coordinator Positions to New Board of Directors
  - a) Positions Available to Appoint:
    - i) Registrar
    - ii) Sponsorship Coordinator
    - iii) Tournament Team Coordinator
    - iv) Tournament Coordinator
    - v) Uniform & Apparel Coordinator
    - vi) Facility Coordinator
    - vii) Equipment Coordinator
    - viii) Marketing Coordinator
    - ix) Technology Coordinator
    - x) Umpire Coordinator
    - xi) Volunteer Coordinator
    - xii) Concessions Coordinator
    - xiii) At-Large Member



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- b) Not all Coordinator positions must be appointed. Positions can also be appointed to those not on the Board of Directors (non-voting position).
- 6) Discussion & Possible Action on 2022 Volunteer Requirements
  - a) Volunteer Application
  - b) Background Check
  - c) Coaching Clinics
  - d) Concussion in Sports Online Course
  - e) First Aid/CPR/AED
- 7) Discussion & Possible Action on 2022 Registration – Tim Kratz
  - a) Division Offerings
  - b) Player Registration Fees
  - c) Registration Dates
  - d) Registration Forms/Agreements
- 8) Discussion & Possible Action on Planning for 2022 Annual Meeting
  - a) 2/20/2022 at 3:00 PM
  - b) Attendance Options (in-person and virtual vs. virtual only vs. in-person only)
  - c) Required Topics to Discuss
  - d) Review of [Meeting Presentation](#)
- 9) Discussion & Possible Action on Payment to Jacob Witt
- 10) Discussion & Possible Action on Registration for 14U Pride Tournaments
- 11) Review of 2022 Sponsorship Program
- 12) Update on 2022 PYS Summer Tournament
  - a) Number of Teams ([www.portageyouthsoftball.org/tournament-teams](http://www.portageyouthsoftball.org/tournament-teams))
  - b) Tentative Schedule
- 13) Review of Upcoming Dates
  - a) South Central Girls Softball League
    - i) Rules Meeting: Wednesday, March 16, 2022 at 6:30 PM via Zoom
    - ii) Team Registration Deadline: Sunday, April 17, 2022
    - iii) Rosters Due: Friday, April 22, 2022
- 14) Additional Agenda Items
- 15) Public Input
- 16) Next Meeting
- 17) Meeting Adjourned



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## Board of Directors Meeting

Thursday, November 18, 2021 - 6:30 PM

Kratz Funeral Home – 302 East Conant Street, Portage, WI 53901

## MINUTES

**Board Members Present:** Connie Wampler, Mark Witt, Tara Seiler, Tim Kratz, Jennifer Teela, Jason Krockner, Haley Gilman, Matt Holtan

**Board Members Absent:** None

**Others Present:** None

- 1) Call to Order – Connie Wampler
  - a) Meeting was called to order by President Wampler at 6:30 PM.
  - b) Roll called and attendance as shown above.
- 2) Discussion & Possible Action on Meeting Minutes from August 8, 2021 Board of Directors Meeting
  - a) Motion to approve Meeting Minutes from August 8, 2021 Board of Directors Meeting
    - i) Motion: Jason Krockner Second: Matt Holtan

Name:	Connie Wampler	Vacant	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krockner	Haley Gilman	Matt Holtan
<b>Vote:</b>	***	-	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.			<b>Result of Motion &amp; Vote:</b>				<b>Motion Carried (7-0)</b>		

- 3) Action taken since last official board meeting via email
  - a) Coaching stipends were issued for 2021 Head & Assistant Coaches per the list on the Agenda
- 4) Treasurer's Report – Mark Witt
  - a) See attachment for tournament profit/breakdown
  - b) Profit & Loss Statement – See attachment
  - c) Approximately \$14,000 in accounts
  - d) Motion to approve the Treasurer's Report
    - i) Motion: Tim Kratz Second: Jen Teela

Name:	Connie Wampler	Vacant	Mark Witt	Tara Seiler	Tim Kratz	Jennifer Teela	Jason Krockner	Haley Gilman	Matt Holtan
<b>Vote:</b>	***	-	Yes	Yes	Yes	Yes	Yes	Yes	Yes
***President only votes in the event of a tie.			<b>Result of Motion &amp; Vote:</b>				<b>Motion Carried (7-0)</b>		

- 5) Review of 2021 Fall Season
  - a) No discussion or action taken.
- 6) Discussion & Possible Action on 2022 Board of Directors – Connie Wampler
  - a) Keep number of board members at (9) nine. Applications open prior to election and Annual Meeting. No official vote taken.
  - b) Annual Meeting will be February 20, 2022 from 3:00 PM – 4:00 PM
  - c) Election will be determined when Jake can get everything set up and sent out
- 7) Discussion & Possible Action on City of Portage Tourism Grant Approval – Mark Witt



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- a) Approved for a \$1,500 Portage Tourism Grant
- i) Could be used to market the tournament and cover expenses for our tournament. More details to come when Mark has a meeting with the City of Portage Tourism Committee.
- ii) Motion to approve the \$1,500 City of Portage Tourism Grant.
- (1) Motion: Haley Gilman Second: Tara Seiler

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

- 8) Discussion & Possible Action on 2022 Tournament – Jason Krockner & Mark Witt
- a) Offer 12U & 14U Divisions like last year
- b) Keep number of teams the same as last year at (6) per division
- c) Dates: July 29-31, 2022
- d) Located only at high school softball fields
- e) Keep registration cost the same as last year at \$350 per team
- 9) Discussion & Possible Action on Parent Volunteer Requirements
- a) Add questions on registration so parents must select at least one area they are interested in helping with. They can select multiple options if they're willing to help. Areas include: field maintenance, concessions, scorebook, scoreboard, etc. No official action taken.
- 10) Discussion & Possible Action on 2022 Portage Pride Teams/Tryouts
- a) (7) girls interested in 16U. Consider inviting Pardeeville, Westfield, Rio to see if we can find a few more players to field a Pride team. Note that By-Law requirements are still required.
- b) (8) girls interested in 14U
- c) No discussion on 12U team
- d) No official action taken.
- 11) Discussion & Possible Action on Optional Preseason Practices & Open Gyms
- a) Currently scheduled for Sundays from 2/20 through 4/10. Same times as last year.
- b) May move back to 2/27 if we can't get the gym on 2/20.
- c) No further action taken.
- 12) Discussion & Possible Action on Facility Improvements
- a) JV Field has a new water sprinkler system
- 13) Additional Agenda Items
- 14) Public Input
- 15) Next Meeting
- a) To be determined
- 16) Meeting Adjourned
- a) Motion to adjourn the Board of Directors Meeting.
- i) No official vote taken.



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## SPONSORSHIP PROGRAM GENERAL INFORMATION

A sponsorship with Portage Youth Softball is an exciting and beneficial opportunity for you, our organization, and the Portage community. We are eager to partner with businesses and individuals/families to ensure the success of the Portage Softball Program. **We estimate our sponsors save each player approximately \$40 in registration fees per year!** Without our generous sponsors, we would have to significantly increase player participation fees to maintain the same quantity & quality of our offerings. In exchange for your valued support, we will work with you to promote you or your business. Together, we will ensure that there is a quality youth softball opportunity for Portage area youth for many years to come.

### BUSINESS SPONSORSHIPS

Four business sponsorship levels are available with a variety of benefits and costs.

Digital forms of recognition will last through at least December 31, 2022.

We will also work to promote our sponsors in additional ways when possible.

**THANK YOU FOR YOUR SUPPORT OF PORTAGE YOUTH SOFTBALL!**

BENEFITS	SPONSORSHIP LEVEL			
	PLATINUM LEVEL \$750+	GOLD LEVEL \$400 - \$749	SILVER LEVEL \$200 - \$399	BRONZE LEVEL \$50 - \$199
Recognition (name, logo, & information) on the "Sponsors" page of our website	X	X	X	X
Recognition (name, logo, & information) on our mobile app's "Sponsors" tab	X	X	X	X
Individual recognition post on our Facebook page (400+ followers)	X	X	X	X
Recognition <sup>1</sup> on our sponsor posters in restrooms & concession stand	X	X	X	
Recognition <sup>2</sup> on our tournament brackets for our Annual Summer Tournament	X	X	X	
Business logo and website link on every team page (rotation with other sponsors)	X	X	X	
Sponsorship banner <sup>3</sup> with business logo & contact info on outfield fence of two fields	X	X		
Business logo and website link on the homepage of our website	X	X		
Rotating banner advertisement <sup>4</sup> on our mobile app during our summer season	X	X		
One additional "Sponsor Appreciation" post on our Facebook page during the season	X	X		
Business logo <sup>5</sup> or name on all PYS coaching shirts & player uniform tops	X			
Business logo or name on all of our online forms (athlete registration, volunteer application, tournament registration, sponsorship form, surveys, etc.)	X			
Business logo and website link on most of our mass emails to our 350+ subscribers	X			
Recognition <sup>2</sup> as one of our "Presenting Sponsors" for our Annual Summer Tournament	X			



**BECOME A  
SPONSOR**

<sup>1</sup> Restrooms & Concession Stand may be closed due to COVID-19 for the 2022 summer season so recognition under this benefit may be limited or non-existent. We anticipate having these facilities open for our Annual Summer Tournament at a minimum. Posters will not be displayed during the high school softball season.

<sup>2</sup> Our Annual Summer Tournament hosts 12 - 16 teams from around Wisconsin and the Midwest. We estimate attendance to be between 500 - 1,000+ people during the tournament.

<sup>3</sup> Restrictions on business logos 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. Maximum banner size will be 4'x8'. Banners may be sized smaller to best fit the logo aspect ratio. Sponsors will receive two total banners (one each on the Varsity & Junior Varsity fields on the inside of the outfield fence facing home plate). Banners will not be displayed during the high school softball season.

<sup>4</sup> Banner advertisements may include business name and/or logo, sponsorship level, contact information, and a direct link to a business website or business coupon/promotion, etc. Platinum sponsors will receive twice the advertising time than Gold sponsors receive.

<sup>5</sup> Restrictions apply on the color, size, and location of the logo. Complex logos may not be printable on shirts/uniforms and will be replaced with simpler logos or text showing business names.

### NON-BUSINESS SPONSORSHIPS

Non-Business Sponsorships are available for individuals, families, memorials, etc. that wish to financially support PYS! These sponsors will be listed on the "Sponsors" page of our website and will receive recognition on our Facebook page. Website recognition will last through at least December 31, 2022.

LEVEL	AMOUNT
Supporting Level	\$25+

**TO BECOME A SPONSOR, PLEASE COMPLETE OUR ONLINE SPONSORSHIP FORM OR CONTACT JENNIFER TEELA.**

**PAYMENT CAN BE MADE BY CREDIT/DEBIT CARD OR CHECK. A SPONSORSHIP FORM MUST BE COMPLETED FOR ALL PAYMENT METHODS.**

**VISIT [WWW.PORTAGEYOUTHSOFTBALL.ORG/SPONSORSHIP](http://WWW.PORTAGEYOUTHSOFTBALL.ORG/SPONSORSHIP) OR SCAN THE QR CODE ABOVE FOR MORE INFO & TO GET STARTED!**

FOR QUESTIONS, CONTACT JENNIFER TEELA, SPONSORSHIP COORDINATOR, AT [TEELAJENNIFER@YAHOO.COM](mailto:TEELAJENNIFER@YAHOO.COM) OR (608) 617-9610.

**THANK YOU FOR YOUR SUPPORT OF PORTAGE YOUTH SOFTBALL!**