



PORTAGE YOUTH SOFTBALL

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Board of Directors Meeting

Sunday, February 26, 2023 - 2:00 PM

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

AGENDA

Board Members: *Connie Wampler*, President and Facility Coordinator; *Jonelle Brom*, Vice President & Tournament Team Coordinator; *Sarah Johnson*, Treasurer; *Andrea Langan*, Secretary; *Jason Chilson*, Concessions Coordinator; *Haley Gilman*, Marketing Coordinator & Volunteer Coordinator; *Julia Considine*, At-Large Member; *Jill Pogorelec*, At-Large Member

- 1) Call to Order - Connie Wampler
 - a) Roll Call
 - b) Quorum Check (5 or more needed)
 - c) Resignations - Eric Carpenter, Secretary
 - d) New People - Sarah Johnson, Andrea Langan, Julia Considine, & Jill Pogorelec
- 2) Discussion & Possible Action on Meeting Minutes from December 20, 2022 Board of Directors Meeting
- 3) Action taken since last official board meeting via email
 - a) No official action taken since last meeting.
- 4) Treasurer's Report - Mark Witt & Sarah Johnson
- 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 (currently held by Jonelle)
 - iv) Tournament Coordinator (Sydney Spatola is interested in helping out with this)
 - v) Uniform & Apparel Coordinator (currently held by Jonelle)
 - vi) Facility Coordinator - Connie Wampler
 - vii) Equipment Coordinator
 - viii) Marketing Coordinator (currently held by Haley)
 - ix) Technology Coordinator (currently held by Jacob Witt - non-voting)
 - x) Umpire Coordinator
 - xi) Volunteer Coordinator (currently held by Haley)
 - xii) Concessions Coordinator (currently held by Jason)
 - xiii) At-Large Member
 - b) Not all Coordinator positions must be appointed. Positions can also be appointed to those not on the Board of Directors (non-voting position).



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- 6) Discussion & Possible Action on Planning for 2023 Annual Meeting
 - a) 2/26/2023 at 3:00 PM
 - b) Required Topics to Discuss
 - c) Review of [Meeting Presentation](#)
- 7) Discussion & Possible Action on Payment to Jacob Witt for Technology Services
- 8) Discussion of 2023 Sponsorship Program
 - a) How to distribute materials to potential sponsors
- 9) Update on 2023 PYS Summer Tournament
 - a) Registered Teams (www.portageyouthsoftball.org/tournament-teams)
 - b) Tentative Schedule - Same as 2022
- 10) Discussion and Possible Action on Leagues
 - a) 10U & 12U have been in the Col-Sak League (Dells, Baraboo, Reedsburg, Fall River, Mauston, Pardeeville)
 - b) 14U has been in the South Central Girls Softball League (Madison area teams that are NOT in the Badger Conference) - www.scsoftball.org
 - c) 16/18U local league set up by Bob Tomlinson (Does include Badger Conference schools, but we generally are not scheduled with them)
- 11) Update on 2023 Registration
 - a) Deadlines
 - b) Outreach & Advertising
- 12) Update on 2023 Portage Pride Teams
 - a) Rosters
 - b) Tournament Schedules
- 13) Review of Upcoming Dates
 - a) South Central Girls Softball League
 - i) Rules Meeting: Wednesday, March 8, 2023 at 6:00 PM via Zoom
 - ii) Team Registration Deadline: Monday, April 17, 2023
 - iii) Rosters Due: Friday, April 21, 2023
 - iv) Game Schedules Due: Monday, May 8, 2023 at 10:00 PM
- 14) Discussion & Possible Action on Special Events
 - a) Youth Night
 - b) Tailgate Fundraiser
 - c) Others
- 15) Additional Agenda Items
- 16) Public Input
- 17) Next Meeting
- 18) Meeting Adjourned



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Board of Directors Meeting
December 20, 2022 - 5:00 PM
Portage High School 301 E. Collins St. Portage, WI
MINUTES

Board Members: *Connie Wampler*, President and Facility Coordinator; *Jonelle Brom*, Vice President & Tournament Team Coordinator; *Mark Witt*, Treasurer, Tournament Coordinator, & Co-Umpire Coordinator; *Eric Carpenter*, Secretary & Co-Umpire Coordinator; *Tim Kratz*, Registrar; *Jennifer Teela*, Sponsorship Coordinator; *Jason Krock*, Equipment Coordinator; *Haley Gilman*, Marketing Coordinator & Volunteer Coordinator; *Jason Chilson*, Concessions Coordinator

- 1) Call to Order - Connie Wampler
 - a) Meeting was called to order by President Wampler at 5:00 PM.
 - b) Roll was called with attendance shown below:

Name:	Connie Wampler	Jonelle Brom	Mark Witt	Eric Carpenter	Tim Kratz	Jennifer Teela	Jason Krock	Haley Gilman	Jason Chilson
Status:	X	X	X	X	X	X	X	Absent	X
Present - Attended in Person / Virtual - Attended via Video Conference / Phone - Attended via Phone Call / Absent - Not Present									

- c) Members of the Public Present: None
 - d) Quorum was checked and a majority of Board Members are present.
 - e) Resignations and/or New People: None
- 2) Discussion & Possible Action on Meeting Minutes from September 25, 2022 Board of Directors Meeting
 - a) Motion to approve the Meeting Minutes with a correction to remove the stipend for Pride coaches from the September 25, 2022 Board of Directors Meeting
 - i) Motion: Mark Witt Second: Jason Krock

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
***President only votes in the event of a tie.							Motion Carried (7-0)		

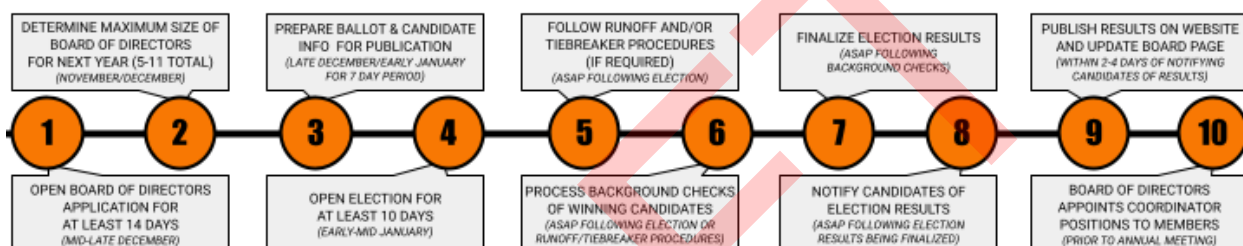
- 3) Action taken since last official board meeting via email
 - a) Coaching stipends were issued for 2022 Head & Assistant Coaches per the list on the Agenda
 - b) Approved for Portage Tourism Grant of \$1500 for 2023 Summer Tournament
- 4) Treasurer's Report - Mark Witt
 - a) Roughly \$37,000 YTD, expenses equal \$31,000. Two items outstanding and the commitment to assist with moving the fence up to \$7000.00 to PHS for the JV field. The balance includes the restricted players fees for Pride 2023 that have been submitted for tournament registrations.
- 5) Discussion & Possible Action on 2023 Board of Directors – Connie Wampler
 - a) Keep Board size at 9
 - b) Possible change to selection process of Treasurer.
 - i) Tabled to be discussed next election cycle



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- c) Possible change of election to before January. This would allow the new sponsorship coordinator to get information out in January rather than waiting for board members to be sworn in in February which might be a bit late for the new coordinator.
- d) Approximate Election Schedule [Tentative] (Last to First):



- i) Annual Meeting (January – March prior to registration opening): February 19 (1st day of optional preseason practices)
- ii) Board of Directors Meeting (after election prior to annual meeting) to assign coordinator positions
- iii) Election (early-mid January, minimum 10 day election period, must be completed at least 7 days prior to Annual Meeting): January 25 - February 5
- iv) Application Period (opened in December, minimum 14 day application period, must be.
- 6) Discussion & Possible Action on 2023 Pride Teams - Jonelle Brom
- a) 16U: 11/11 players have deposits paid. Jeremy has submitted his requests for tournaments.
- b) Motion to approve \$500 payment for 16U Pride registration into Baraboo tournament

(a) Motion: Jonelle Brom

Second: Eric Carpenter

Name:	Connie Wampler	Jonelle Brom	Mark Witt	Eric Carpenter	Tim Kratz	Jennifer Teela	Jason Krockner	Haley Gilman	Jason Chilson
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	-	Yes
***President only votes in the event of a tie.							Motion Carried (7-0)		

- c) 14U: 8/11 players have deposits paid (Julia Chilson, Eliana Considine, Alana Brandsma have not paid as of the meeting time)
- i) Not enough players paid to register for any tournaments at this time
- d) 12U: 9/9 players have deposits paid (Brooklyn Bindl is no longer playing)
- i) Not enough players paid to register for any tournaments at this time
- ii) Jill Schultz has asked for last year's rosters to reach out to other players
- 7) Discussion & Possible Action on Portage Tournament
- a) Approval to post registration and dates 7/21-7/23 with a registration fee of \$400.

i) Motion: Mark Witt

Second: Jason Chilson

Name:	Connie Wampler	Jonelle Brom	Mark Witt	Eric Carpenter	Tim Kratz	Jennifer Teela	Jason Krockner	Haley Gilman	Jason Chilson
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	-	Yes
***President only votes in the event of a tie.							Motion Carried (7-0)		



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- 8) Discussion & Possible Action on Optional Preseason practices
 - a) Dates are 2/19-4/30 with exception to the Sunday at the end of Spring break. Cancel 3/12 Optional Preseason Practice. All are on the calendar.
- 9) Discussion & Possible Action on 2023 Volunteer Requirements - Haley Gilman
 - a) 2022: Recommended (3) shifts per registered player; no requirements or penalty for not volunteering
 - b) Rejected having families pay a fee if they don't work. We are fortunate that we don't have to do that because we have had enough volunteers so far for our events.
 - c) On player registration, have a place to select a preference for what they would like to volunteer for, but note that it may not necessarily be assigned or available.
 - i) Volunteer Opportunities
 - (1) Concession Stand
 - (2) Field Projects
 - (3) Miscellaneous
- 10) Discussion & Possible Action on Wisconsin Raffle Licenses - Mark Witt
 - a) Tabled until a future meeting
- 11) Discussion & Possible Action on 2023 Sponsorship Program - Jennifer Teela
 - a) Jen will get materials ready for 2023, but she hasn't decided if she will run again for sponsorship coordinator this election cycle
- 12) Update on Facilities
 - a) Cages are ready for drainage tile and screenings in the spring
 - b) Quote was accepted and signed by A.D. Carlson on October 17 for moving the JV fence. No date for when work will be done. PYS previously approved paying for one-third ($\frac{1}{3}$) of project cost with a maximum contribution of \$7,000.
 - c) A.D. Carlson inquired about possible sponsors for a new scoreboard similar to baseball
- 13) Additional Agenda Items:
 - a) Col-Sak league reps have agreed to allow Mauston, Pardeeville and Fall River TO join with the idea that if teams don't want to travel that far, that they can choose to not put them on their schedules.
- 14) Public Input: None
- 15) Next Meeting: TBD
- 16) Meeting Adjourned
 - a) Motion to adjourn the meeting at 5:50 PM.

i) Motion: Mark Witt

Second: Jason Krockner

Name:	Connie Wampler	Jonelle Brom	Mark Witt	Eric Carpenter	Tim Kratz	Jennifer Teela	Jason Krockner	Haley Gilman	Jason Chilson
Vote:	***	Yes	Yes	Yes	Yes	Yes	Yes	-	Yes
***President only votes in the event of a tie.							Motion Carried (7-0)		



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2023 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. Sponsors also enable us to upgrade equipment and facilities to provide better experiences for all. In exchange for your valued support, we will work with you to promote you or your business and ensure that there is a quality youth softball opportunity for Portage area youth for many years to come.

BUSINESS SPONSORSHIPS

(4) Business sponsorship levels are available with a variety of benefits & costs.

Digital forms of recognition will last through at least December 31, 2023.

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
Individual recognition post on our organization's communication app	X	X	X	X
Individual recognition post on our Facebook page (500+ followers)	X	X	X	X
Recognition ¹ on our sponsor posters in restrooms & concession stand	X	X	X	
Recognition ² on our tournament brackets for our Annual Summer Tournament	X	X	X	
Business logo & website link on every team page (rotation with other sponsors)	X	X	X	
Sponsorship banners ³ with business logo & contact info on outfield fences	X	X		
Business logo and website link on the homepage of our website	X	X		
Additional "Sponsor Appreciation" post on our Facebook page during season	X	X		
Business logo ⁴ 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, sponsorships, etc.)	X			
Business logo & website link on our mass emails to our 400+ subscribers	X			
Recognition ² as a "Presenting Sponsor" for our Annual Summer Tournament	X			



¹ Posters will not be displayed during the high school softball season.

² Our Annual Summer Tournament hosts up to 16 teams from around Wisconsin and the Midwest. We estimate attendance to be between 500 - 1,000+ people.

³ 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. 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. For returning sponsors, existing banners will be reused until replacement is necessary.

⁴ 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 text listing business name.

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 (through 12/31/2023) and will receive a recognition post on our Facebook page.	LEVEL	AMOUNT
	Supporting Level	\$25+

TO BECOME A SPONSOR, PLEASE COMPLETE OUR ONLINE SPONSORSHIP FORM OR CONTACT US.

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 OR SCAN THE QR CODE ABOVE FOR MORE INFO & TO GET STARTED!

FOR QUESTIONS, CONTACT US AT PORTAGEYOUTHSOFTBALL@GMAIL.COM.

THANK YOU FOR YOUR SUPPORT OF PORTAGE YOUTH SOFTBALL!



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4TH ANNUAL PORTAGE YOUTH SOFTBALL SUMMER TOURNAMENT INFORMATION (12U)

DATE/TIME: Friday, July 21, 2023 – Sunday, July 23, 2023 (Games on Friday will be limited to the afternoon/evening, but we intend to have all teams play one (1) game on Friday. Games tentatively starting at 3:00 PM on Friday and at 8:00 AM on Saturday & Sunday.)

LOCATION: Portage High School Softball Fields - Our fields are some of the nicest in South-Central Wisconsin with lights on one field.

ELIGIBILITY: 12U B/C Level Teams (Ages 12 & under as of 12/31/2022; Community Based Teams Only – Rec-League All-Star Teams Allowed – Teams with Players from Multiple Communities Not Allowed unless approved by Tournament Coordinator in advance.)

MAXIMUM NUMBER OF TEAMS: Eight (8) teams at the 12U age division

FORMAT (DEPENDENT ON NUMBER OF TEAMS): Pool Play (2 games) and Double Elimination Bracket

GAME GUARANTEE: Each team is guaranteed 4 games (weather dependent).

SCHEDULE: TBA - The schedule will be posted online and emailed to coaches at least one week prior to the tournament.

COST: \$400 (free parking, free admission, well-maintained fields, affordable concessions, playground, & indoor restrooms included)

FIELD MAINTENANCE: We are proud to offer high quality facilities. Fields will be dragged, watered, and relined as necessary and as time permits. Teams should stay off fields during field maintenance to give volunteers space to work efficiently and safely.

RULES: This tournament will use standard NFHS softball rules with tournament rule adaptations. A full list of rule adaptations will be posted online and emailed to team coaches prior to the tournament. No new inning will start after the time limit expires (60 minutes for pool play, 90 minutes for championship games & if-games, 70 minutes for all other games).

UMPIRES: There will be two umpires for each game. At least one, but usually both, of the umpires will be WIAA or USA Softball certified. A certified umpire will always be behind the plate. We have been 100% certified the past couple years!

AWARDS: Medals will be given out to players on the top three (3) teams.

BIRTH CERTIFICATE REQUIREMENTS: Birth certificates will not be checked prior to teams playing their first game. However, teams must be prepared to show the Tournament Coordinator legal birth certificates for all their players if requested by the Tournament Coordinator. This will only occur if there are legitimate concerns that players are over the maximum age limit.

LIABILITY WAIVER REQUIREMENTS: All players and coaches must sign an online waiver prior to attending the tournament. Coaches will receive more information after registering for the tournament.

REFUND POLICY: Teams shall receive full refunds (\$400) if the tournament is canceled prior to the start of the tournament. Online payment processing fees are not refundable. Teams that fail to complete liability waivers and are not allowed to participate will not be eligible for any refund. In the event of severe weather or field conditions that force the Tournament Coordinator to cancel the remainder of the tournament, teams shall receive the following refunds based upon the number of games played or started:

- Zero (0) games completed or started: \$400 (Full Refund)
- One (1) game completed or started: \$200 (Half Refund)
- Two (2) games or more completed or started: \$0 (No Refund)

Teams that withdraw their registration prior to the tournament shall receive the following refunds:

- Prior to April 1, 2023: \$350
- Prior to June 1, 2023: \$200
- Prior to July 1, 2023: \$100
- On or after July 1, 2023: \$0 (No Refund)

CARRY-IN POLICY: Teams are reminded that a fully stocked and affordable concession stand will be available for the duration of the tournament. Concession stand offerings will be posted online and emailed to team coaches prior to the start of the tournament. No carry-ins are allowed at this tournament except for players that carry-in water and/or sports drinks to stay hydrated.

REGISTRATION INFORMATION: Teams must register online through our website. There is no paper registration form. Payment can be submitted online using a credit/debit card OR a check can be mailed to our organization's Treasurer. Paying online at the time of registration will immediately reserve your spot. Register online at www.portageyouthsoftball.org/tournament-registration.

WE LOOK FORWARD TO SEEING YOU AT OUR 2023 12U SUMMER TOURNAMENT!

For questions, email portageyouthsoftball@gmail.com or
Contact us at www.portageyouthsoftball.org/tournament.



MADE POSSIBLE IN PART BY:
CITY OF PORTAGE
TOURISM COMMISSION





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4TH ANNUAL PORTAGE YOUTH SOFTBALL SUMMER TOURNAMENT INFORMATION (14U)

DATE/TIME: Friday, July 21, 2023 – Sunday, July 23, 2023 (Games on Friday will be limited to the afternoon/evening, but we intend to have all teams play one (1) game on Friday. Games tentatively starting at 3:00 PM on Friday and at 8:00 AM on Saturday & Sunday.)

LOCATION: Portage High School Softball Fields - Our fields are some of the nicest in South-Central Wisconsin with lights on one field.

ELIGIBILITY: 14U B/C Level Teams (Ages 14 & under as of 12/31/2022; Community Based Teams Only – Rec-League All-Star Teams Allowed – Teams with Players from Multiple Communities Not Allowed unless approved by Tournament Coordinator in advance.)

MAXIMUM NUMBER OF TEAMS: Eight (8) teams at the 14U age division

FORMAT (DEPENDENT ON NUMBER OF TEAMS): Pool Play (2 games) and Double Elimination Bracket

GAME GUARANTEE: Each team is guaranteed 4 games (weather dependent).

SCHEDULE: TBA - The schedule will be posted online and emailed to coaches at least one week prior to the tournament.

COST: \$400 (free parking, free admission, well-maintained fields, affordable concessions, playground, & indoor restrooms included)

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WE LOOK FORWARD TO SEEING YOU AT OUR 2023 14U SUMMER TOURNAMENT!

For questions, email portageyouthsoftball@gmail.com or
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