

SIOUX EMPIRE PRIDE SPORTS ASSOCIATION (SEPSA)

February 3rd, 2024: MEETING AGENDA

March 2nd, 2024: Next Meeting

Website: www.siouxempirepsa.org

Registration: www.siouxempirepsa.leageapps.com

Email: info

Google Drive: admin

Call to Order/Roll Call

First: Robbie

Second: Chris

Administration:

President - Robert Burandt - X

Vice President - Chris Sorenson - X

Director Of Business Management - Chase Burandt - X

Secretary - Open Position -

Treasurer - Mariah Johnson - X

Committee Members:

Recruitment - Open Position -

Communications - Open Position -

Sponsorship - Open Position -

Marketing - Jacob Grimes - X

Community Outreach Coordinator- Deandra Ruff- X

Commissioners:

Bowling - Rand Peterson - X

Softball - Michael Blegen - X proxy Beau McGregor

Kickball - Michael Fitterer - X

Volleyball - Cari Weddell- X

Also In attendance:

Michael Hanson

Jordan Catlett

Chelle Cain

Jessie Fitzgerald

Prior meeting minutes approval

First: Chase

Second: Robbie

Team Managers/Proxies/Others:

Bowling:

- 3 weeks into Winter Bowling
- 13 teams - one made up entirely of Free Agents!
- No more make-up games are going over very well.

Softball:

- The 2024 season field chalk was received - the receipt was sent to the treasurer
 - In the U-Haul

- Winter Meetings receipts forwarded to the treasurer
- SEC tournament weekend is scheduled for 8/3-8/4 (Parks and Rec scheduled this)
 - need to decide if we want to go through with it
 - YES
- Registration is currently live (early bird) with/ NINE teams so far!
- Next manager/softball meeting 2/10/24 at 3 pm downtown library
- Working on creating a scorebook keeping clinic; required for all managers/captains and open to everyone else
- Motions: See below
- SEPSA was expecting to receive a \$500 check for hotel deposit & and \$200 for fines for adding players.
 - Informed that the \$200 would go back to the card used, and the \$500 would be in check form sent via snail mail.

KickBall:

- Schedule
- Assistant Commissioner- Jessie Fitzgerald
- Both need to be onboarded
 - Chase to assist with that

Volleyball:

- 10 people are registered, and registration is closed, you should register with Netbinderz soon
 - Email/text the team to decipher the captain, team name, payment, etc...

Sponsorship Committee Reports:

- Old Business:
- New Business:
- Snow Leopards, women's football team
 - Sponsor a Player, Maya Arnold is a SEPSA member

Create a request form and formalize the process for members to request sponsorship
SMR committee to take up

- Sponsorship now includes the ability to accept credit card payments
 - SMR Committee to review tiers and value
- President finalized Sponsorship letter, Volunteer Director mailed letters to past sponsors
 - To be mailed

No leads on filling the role to date

Will reach out to Sanford and Scheels and other businesses for sponsorship specific to the SEC
SEC committee

Beau, Chris, Jordan, Chelle date TBD> SMR meeting Feb 10th, 2024

Communication Committee Reports:

- Old Business:
- The Transformation Project survey has 260 responses, goal is 400
 - Cody Ingle is updating the letter
 - Survey open until Pride
- Send out another email blast
 - The possibility that President Robbie add a paragraph, about the unique situation with working for the SD Dept of Health
 - Incentivise those who took the survey by raffle once each tier met
 - SMR meeting to discuss further
- New Business:
- Attended Softball Meeting, reviewed expectations of SEPSA helping promote team fundraiser
 - Promote other allies within our community via social media, etc...


Marketing Committee Reports:

- Old Business:
 - Need access to Instagram
 - SEPSA Access file
 - Got products on the stripe
- New Business:
 - Softball Marking
 - Talk to Todd regarding 18+ on marketing materials

Recruitment Committee Reports:

- Old Business:
- New Business:
 - Vote to elect interim Jessie Fitzgerald (see motion)
 - Chase to onboard
 - PRIDE
 - Deandra Ruff and Jessie Fitzgerald putting together a list of area Pride
 - SUFU Pride has a date of JUNE 8
 - Booth/Parade will be available to submit applications in March
 - SUX Pride has a date of JUNE 1, 2024
 - Asking about booth cost/availability
- Sioux Empire Fair?
- Work with SMR committee on networking opportunities

Community Outreach Director Reports:

- Old Business:
- New Business:
 - Winter PRIDE:
 - Rough Cut Social
 - Feb 13th from 5-9 pm and again on Feb 15th from 5-9 pm
 - \$500 flat rate per day or \$29.95/pp
 - I'd be willing to be there but would LOVE a board member or members from softball, kickball, bowling, etc. there
 - Survey, merch
 - 18+?
 - Partnership with PRIDE?
 - Transformation Project PRIDE 5k
 - Booth/Team of runners/volunteers
 - The downside is it's in June and it's a busy month
 - TPAN PRISM GALA
 - This event is held to celebrate and raise funds for TPAN's critical work advocating for the transgender community in South Dakota  The Gala will take place on Friday, March 8th at the Washington Pavilion in Sioux Falls with a VIP happy hour at 5:30 pm and the Gala at 7:30 pm
- Robbie will work on getting a table for 8 (Robbie, Chase, Mariah, Chris, Deandra, Jacob, Michale, Cari).
- Sponsorship letters are to be mailed.
 - Sponsorship Director file in Google Drive

President's Report :

- Old Business:

- SEPSA Payment methods, Venmo, Check, Cash
 - Chase to get working, Mariah to purchase.
- Business Phone
 - Google Voice?
 - Chase Burandt to order & work with Treasurer for payment
- 2024 All-League Banquet Date/Venue
 - Email sent to Leo Palek who is going to present options during the Feb meeting
 - Review Dates for October 5, 26, 27, or 6th.
 - Washington Pavillion
 - Multiple spaces throughout
 - Works well with non-profit organizations
 - 3rd floor 350 \$700 for space
 - Rand is a member and willing to assist
 - Chris will come back with numbers and availability
 - Not chosen this year
 - Hilton Garden Inn
 - I visited with Leo Palek about renting Hilton Garden Inn and Crave catering
 - Sunday, Oct 27, 2024
 - Bar provided by Crave, cash bar
 - Crave provides bartender labor
 - Entertainment, DJ, audio/visual additional
 - Buffet style meal, chicken, beef, mixed veggies, potatoes and salad
- To email the General manager of Hilton Garden Inn
 - The Icon
 - Robbie will come back with numbers and availability
 - Provided numbers to the board
 - AV provided? Friday, October 25th preferred date if chosen
- Robbie to get times for in/out
- Emergency meeting scheduled for Wednesday, Feb 7th, 2024 to choose the location of ALB.
 - Adding Commissioners to the website
 - Add a bio
 - Chase to reach out to the commissioner
 - Human Rights Campaign
 - Robbie to look into
 - Still to do
- New Business:
 - Look into the conduct of the softball assistant commissioner post-meeting
 - See the Vice President section
 - Send sponsors solicitation letters for the 2024 season
 - Deandra to do
 - USPS, Informed Delivery, Business Marketing mailers
 - Provided Jacob with information
 - Member conduct outside of SEPSA
 - Utilize the grievance policy/procedure
 - Chelle Cain expressed interest in assisting with the grievance committee
 - Robbie will reach out to Matt Neufeld to discuss

Vice President's Report:

- Old Business:
- New Business:
- Sioux Empire Classic Aug 3, 4th 2024
- The Assistant Softball commissioner issues
 - Letter of expectation sent
 - Did not attend IPS in Las Vegas
 - Review the timeline that has been put together
 - Discuss with Michael Blegen for his input.
- SMR had its first committee meeting
- The organizational chart has been updated

Treasurer's Report:

- Old Business:
 - 990-N successfully filed for 2023 & 2021
 - Blank W9 can be found under the "SEPSA" shared drive
 - Wells Fargo statements are being emailed to my personal email due to having personal banking accounts with Wells Fargo
 - Still accepting Venmo payments until the new POS system is implemented
 - A donation receipt can be found under the "SEPSA" shared drive
 - IPS fee was paid
 - Fine was paid
 - \$750 moved from General Funds to Softball
- New Business:
 - Financials emailed 2-3-24
 - Michael Blegen submitted receipts and I will write him a check for \$598.82 for his expenses to attend the IPS meeting in Vegas.
 - \$146.26 hotel deposit + \$303.27 remaining hotel balance paid at checkout + \$25.73 Uber ride + \$15.96 Uber ride + \$107.00 checked bag fees + GSA rates
 - If a softball team wants to get a large cash donation from a business and have it routed through SEPSA, it will be deemed "restricted funds" per IRS guidelines. The business can then claim the donation as a write-off for tax purposes.
 - SEPSA will control the donated funds - they will not be given to the respective softball team. The softball team will need to submit all invoices/receipts to SEPSA and SEPSA treasurer will decide if invoices/receipts are qualified expenses under "restricted funds" guidelines. No funds will be dispersed to the softball team without itemized invoices/receipts.
 - The softball team will be able to add the business's logo to jerseys and thank the business on social media for their donation. However, they cannot do any sort of advertisement for the business to promote the sale of a product and/or service. If the softball team does, then the donation will be considered an advertising/marketing expense and the business would not be able to claim their donation as a write-off.
 - Make donation form for softball by Feb 10th managers meeting
 - Venmo treasurer account?
 - \$200 SF Sliders fine will be refunded back to Treasurer WF card
 - \$500 hotel deposit refund check will be coming in the mail
 - Vice president to be added to banking account with card

Director of Business Management Report:

- Old Business:

- New Business:
 - Ongoing Sports Engine is still in touch with Rep.
 - The website updated to the latest version.
 - Idea: Website interaction

Secretary's Report:

- Old Business:
- New Business:
 - Michael Hanson has submitted an interest in becoming Secretary of SEPSA.
 - Present today for questions.
 - Currently a board member of another organization
 - Move May 4th, which conflicts with Cari and Mariah's wedding
 - Move to Sunday, May 5th or Saturday, May 11th
 - Move the July 6th board meeting, and allow for a long 4th of July weekend
 - Move to Saturday, July 13th or consider skipping 1 month

Motions:

Motion: SEPSA to allow sports teams to obtain sponsorship/donations from businesses, checks written to SEPSA for non-profit status purposes, and money to remain in the control of SEPSA until the team submits invoices for the funds. A minimum of \$250 sponsorship with a 3.5% administration fee deducted. A sponsorship agreement form must be completed at the time of submission.

First: Beau
 Second: Chase
 Passed Unanimously

Motion: SEPSA to provide a food stipend per each day spent traveling/away from home for SEPSA purposes. Effective Jan 1. 2024

First: Robert
 Second: Beau
 Passed Unanimously

- Amendment to the motion: To use current GSA Per Diem rates when traveling on SEPSA-related business

First: Deandra
 Second: Chase
 Passed Unanimously

Motion: For Jessie Fitzgerald to become interim Recruitment Director effective immediately until the October 2024 Admin meeting.

First: Deandra
 Second: Robbie
 Passes

Motion: For SEPSA to have a lane on Feb 15th, 2024 at Rough Cut Social from 5-9 PM in conjunction with Sioux Falls Winter Pride week of events. Whereas a \$500 payment would be paid to Rough Cut Social for reserving 1 axe-throwing lane.

First: Deandra
 Second: Robbie
 Passed Unanimously

Motion: Move forward with Transformation Project PRIDE 5k and what SEPSA's involvement will be.
 First: Deandra

Second: Jessie
Passed Unanimously

Motion: To purchase a Table for 8: General Tickets for \$679.68 at the TPAN Gala on March 8th to be deducted from general funds.

First: Chase
Second: Deandra
Passes Unanimously

Motion: Move May 4th admin meeting to Saturday, May 11th

First: Chase
Second: Deandra
Passes Unanimously

Motion: Move the July 6th admin meeting to July 13th

First: Chris
Second: Jessie
Passes Unanimously

Adjournment:

First: Robbie
Second: Deandra

Notes, Reminders, & Misc:

Please submit additions and changes by Thursday before the meeting. Michael Fitter can create metal pieces with the SEPSA logo and obtain metal at cost.

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