

SIOUX EMPIRE PRIDE SPORTS ASSOCIATION (SEPSA)

November 18th, 2023: MEETING AGENDA

December 16th, 2023: NEXT MEETING

Website: www.siouxempirepsa.org

Registration: www.siouxempirepsa.leageapps.com

Email: info

Google Drive: admin

Call to Order/Roll Call

First: Jacob

Second: Deandra

Administration:

President - Robert Burandt - X

Vice President - Behai Nguyen - Proxy Michael Fitter- X

Director Of Business Management - Chase Burandt - X

Secretary - Open Position-

Treasurer-Elect -Mariah Johnson - X

Committee Members

Recruitment -Open Position-

Communications - Open Position-

Sponsorship - Christopher Sorenson - X

Marketing - Jacob Grimes -X

Community Outreach Coordinator- Deandra Ruff- X

Bowling Commissioner - Rand Peterson - X

Softball Commissioner - Michael Blegen - O

Kickball Commissioner - Beha Nguyen - Proxy- Michael Fitter

Volleyball Commissioner - Open Position

Cari Weddell

Prior meeting minutes approval

First: Chris

Second: Jacob

Overview

Open Positions

- Secretary, Sponsorship, Recruitment, & Communications

To be added to the website/social media as open positions

Text Thread/board communication(s)

- Options
 - Phone text - immediate response needed
 - Robbie to set up
 - Facebook Group - as you get to it, Email - as you get to it (between meetings)
 - Google Chat - look at this as an option

Team Managers/Proxies/Others:

Bowling: Chase Burandt and Rand Peterson

- Met with Duncan - Winter Dates set Jan 14th to Mar 31 - not playing last week in Feb.
- Registration is open now (live on the website)
 - Early bird Now - Dec 17th \$55.00 per team
 - Regular registration Dec 18th - Jan 10th \$60 per team

- Late registration Jan 11th - Jan 13th \$70 per team
- Awards are ordered and will be picked up by Rand and invoiced to SEPSA
- Managers meeting Nov 19th

Softball: Michael Blegen

- NAGAAA travel updates
 - Robbie to reach out to Michael for updates

Kickball: Behai Nguyen

- I am working with Michael Fitterer to become the new commissioner. Still in talks right now.
- The budget for 2024 has been completed
- Robbie, Chase, Michael, and Behai meet on budget.
- Umpires in budget

Volleyball:

- Discuss SEPSA-sanctioned league vs SEPSA sponsored team(s) on an already established league
- Sponsored team
 - What is the benefit to SEPSA?
 - What amount would be allotted/covered?
 - Co-Ed? Do we need to adhere to gender(s)?
 - Responsibilities of team/players sponsored
- See Motions below
 - Cari will research further and bring findings to the December meeting

Sponsorship Committee Reports:




- Old Business:
- Remedy Brewing Company private label beer
 - They are waiting for the dates of the SEC tournament
 - Based on that date, and time will be set up to get cans
- Workshop Paint raised \$148.40
 - \$200 from class sales
 - -51.60 for the purchase of food
 - \$100 check submitted to President
 - Jackie would like to continue supporting SEPSA by offering workshops
 - She suggested moving classes to her studio
 - Host on Saturday
 - Increase class sessions by up to 3 hours
 - Quarterly?
 - Have SEPSA swag raffle a part of the ticket price
 - Community Involvement Director to work with this as well
 - Pre Purchase tickets at a lower price, allow the day of at a higher price
- New Business:
- 2024 Proposed Budget request \$3,000
 - \$2,000 Sponsorship/Donation to SEPSA Allies: Potential organizations below
 - Rainbow Chorus <https://www.rainbowchorus.org/donate>
 - Sioux Falls Snow Leopards <https://officialsfsfsl.com/adopt-a-player/>
 - Siouland Library <https://www.sioulandlib.org/>
 - Special Olympics
https://support.specialolympics.org/a/south-dakota?ms=IDMP_DB&utm_source=donatebtn&utm_medium=web&utm_campaign=IDMP
 - Transformation Project <https://donorbox.org/the-transformation-project-sd>
 - \$1,000 Supplies and support for fundraising events or grant writer

- Drag Queen services
- Funds Raised
- Year to date, gross \$25,133.42
 - Donations/Sponsorships \$6,550
 - Fundraising Events \$18,583.42
 - Aware some did FB Birthday NPO Fundraiser, amount unknown
 - Need to confirm the final number from Drag the Fields
 - Does not include funds from merchandise sales
 - Did not take out the expense of Rosey Palmer
 - https://drive.google.com/drive/folders/1rAcjG_XCVBDVgDSF5q4p9KjTwix_03gx?usp=drive_link
- Can revisit Apple Bee's and Red Robbin's fundraisers 2024 potential
 - Apple Bee's limited menu, a portion of proceeds donated to SEPSA
 - SEPSA can be present to promote the organization
 - Red Robbins, 20% of sales for time picked
 - https://drive.google.com/drive/folders/18di2VTf9pQxU7Db2gEMQxEm3-RsXvLIV?usp=drive_link
- Stampede Hockey
 - Last year worked with Stampede Hockey
 - They set aside seats for SEPSA
 - A portion of each ticket sold was donated to SEPSA
 - If 10 or more tickets are sold, the organization's name is mentioned
 - Raised \$65 last year
 - Can reach out to Eric set up
 - This year will have more time to market the event
 - There is no cost to SEPSA
 - https://drive.google.com/drive/folders/1yS4WpbRz2z9coyZIOx4gfV8JwS0XNijX?usp=drive_link
 - Chris will discuss with Eric and bring the findings to the next meeting

Communication Committee Reports: interim Jacob Grimes

- Old Business:
- New Business:
 - Update open positions as mentioned above
 - Bowling registration blast

Marketing Committee Reports:

- Old Business:
 - bowling publications
https://www.canva.com/design/DAFpHf-aUrE/7R8i8c6rZytqCN_Lpv7PWQ/view?utm_content=DAFpHf-aUrE&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink
 - Softball publications
https://www.canva.com/design/DAFpH6_hAjU/bVz_TlkfHuyIGjFIF6oZfQ/view?utm_content=DAFpH6_hAjU&utm_campaign=designshare&utm_medium=link&utm_source=publishsharelink
- New Business:
 -  Marketing Bylaws
 -  Thank You Cards.pdf
 -  Holidays Cards.pdf

- https://www.canva.com/design/DAF0Luf602Y/Cu57tL60Y9QdMW9SYSFwP/A/edit?utm_content=DAF0Luf602Y&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton
- 2024 Proposed Budget request \$2,000
- Jacob to work with Chris on the 2024 budget
- Meet with Chase to transition Canva to SEPSA owned account

Recruitment Committee Reports:

- Old Business:
- New Business:
- 2024 Proposed Budget request \$1,500
- Registration fees for area Pride
 - Sioux Falls Pride
 - Sioux City Pride
- Travel expenses- food, hotel, mileage

Community Outreach Coordinator Reports:

- Old Business:
- New Business:
 - Survey
 - [SEPSA Pulse Survey](#)
 - Thank you / Holiday Cards
 - Farmer's Market Outreach
 - Once a month set up a table for outreach
 - "Community Outreach Director"
- Robbie to help email this as well as add it to Facebook
 - Get access to League Apps admin
- Will work with merch quantities and supplies
 - Orders to go through marketing
- Budget to be done - Physical space
 - Marketing is to have tangibles
- Cari Weddell
 - Queen on the Scene Pins
 - To work with Marketing on details
 - Team and SEPSA fundraiser

President's Report :

- Old Business:
 - Amend Bylaws
 - Create 2024 Fee Schedule
 - Early bird, Regular, late registration, etc
 - Bring to commissioners, (email sent 10/22)
 - Late fees apply to players and not teams
 - 2024 meeting schedule- see link in Secretary for Word doc with dates listed
 - Move July from 6th to the 13th
 - Discuss updating ways to become members of executive officers & executive committee
 - 1 year on the SEPSA board to become eligible as a candidate to become President or Vice President, unless waived by the board then in office with a $\frac{2}{3}$ majority vote
 - 6 months on the SEPSA board to become eligible as a candidate to become Secretary, Treasurer, or Director of Business Development unless waived by the board then in office with a $\frac{2}{3}$ majority vote

- New Business:
 - Discuss 2024 goal setting
 - Switching from LLC to NP with SD Secretary of State
 - VENMO Business
 - Change using
 - Add alternative payment methods
 - US Bank Account
 - Behai already closed this account and deposited the funds into the Wells Fargo account.
 - Business Phone
 - To start 2024
 - Bring bylaws to a law firm/ attain a law firm
 - See motion below

Vice President's Report:

- Old Business:
- New Business:
 - Micheal Fitterer is here as my Proxy and an email was sent to the secretary for prior notification.
 - This will be my last meeting as VP as I cannot take time off in December to attend that meeting.
 - I will be returning my debit card to Wells Fargo by the end of the week. I will also be closing the US Bank account and returning the \$100 back to the Wells Fargo account since we have not decided what to do with the account and I am the only authorized user for that account.
 - There needs to be clear boundaries.
 - What is the perception we are giving as an organization?
 - I would like to thank everyone for their help and advice throughout my tenure with SEPSA. I only wish the best for this organization and can't wait to see where it goes.

Treasurer's Report:

- Old Business:
 - Meet with Mariah Johnson
 - Uncashed checks
 - #1058 \$45.00 3/19/2023 USA Softball of SD
 - #1005 \$60.00 6/25/2023 Chelle Cain Umpire fee
 - #1012 \$500.00 8/1/2023 Damon Farah/Team Sliders GSWS sponsorship
- New Business:
 - October financials were emailed on 11/5/2023
 - Transfer \$5,537.80 from general funds to Banquet (Bookkeeping)
 - Transfer \$315.00 from general funds to Softball (Bookkeeping)
 - Transfer \$1,117.11 from Kickball to general funds (per by-laws 45-day rule)
 - Transfer \$365.02 from Volleyball to general funds (per by-laws 45-day rule)
 - Transfer \$3000.00 from general funds to sunshine fund
 - (Per Canaries agreement of 25% with a max of \$3000.00)
 - $\$12,127.07 \times 0.25 = \3031.77
 - QBO and COA set up
 - COA set up under SEPSA > Finances > Treasurer
 - QBO free trial ends Nov 22 - need to get card info on file for payment - \$30 per month + taxes
 - Behai \$20 deposit?

- SD Secretary of State Annual Report due Dec 1st?
- Need to send out W-9s no later than January 31st
- Create invoice template and reimbursement template
- Add a line item for QBO membership
- Form 990 - Brandi

Director of Business Management Report:

- Old Business:
 - Sent Recruitment and Communications to Sponsorship to take over accounts.
 - Updated Grievance Page on website.
- New Business:
 - Still Getting Later disabled.
 - Still looking into Sports Engine & Tourney Machine
 - Update website
 - 2023 Community Involvement Award recipient
 - Executive Officer Candidate (page)
 - Add a Sunshine fund request to the website sent to outreach.
 - Update Volunteer account to Outreach

Secretary's Report:

- Old Business:
- New Business:
 - Proposed meeting dates for SEPSA Board Meeting and Committee Meeting
 - https://docs.google.com/document/d/1859YLeMStDrDnfCH0yHQNkgaCX9p6Rdt/edit?usp=drive_link&oid=108578016115666716808&rtpof=true&sd=true

Motions:

Transfer up to \$500 from General Funds to Bowling to purchase Fall 2023 and Winter 2024 awards

First:

Second:

Motion: To have a SEPSA sanctioned Volleyball league for the 2024 season (either indoor or outdoor, or both)

First: Robbie

Second: Chris

2 yes

5 No

Motion Fails

Motion: To have a SEPSA-sponsored team(s) for the 2024 season (either indoor or outdoor, or both)

First: Deandra

Second: Robbie

Yes: 6

No: 1

Motion Passes

Motion: to Change Community Volunteer Coordinator to Community Outreach Director

First: Deandra

Second: Chase

Passes unanimously

Motion: Retain a law firm in the state of SD that specializes in Non-profit organizations to look at changing from an LLC to a NP with the Secretary of State of South Dakota & review our current bylaws

First: Robbie
Second: Deandra
Passes unanimously

Motion: Add Google Voice services for SEPSA business phone number for 2024

First: Robbie
Second: Deandra
Passes unanimously

Motion: Purchase \$100 gift card to Minerva's for outgoing Vice President Behai Nguyen from the Sunshine fund for her tenure as SEPSA board member

First: Deandra
Second: Chase
Passes Unanimously

Motion: Purchase Quickbooks QBO for SEPSA accounting where the Treasurer will be the manager of the account

First: Robbie
Second: Mariah
Motion passes unamiosuly

Motion: \$500.00 from Sunshine Funds for Jorge Franco and Garrett Brown to help with their moving expenses.

First: Robbie
Second: Jacob

Motion to amend the amount from \$500.00 to \$100.00

First: Chase
Second: Robbie
Yes: Chris, Jacob, Robbie, Chase
No: Behai, Mariah, Deandra
Motion passes

Discussion on methods and use of Sunshine funds during the meeting

Immediate requests should be limited to funerals or time-sensitive matters

Adjournment:

First: Chase Burandt
Second: Jacob Grimes

Other:

POS System
Inventory

Notes & Reminders: Please submit additions and changes by Thursday before the meeting

PO BOX
PO BOX 88657
SIOUX FALLS, SD 57109

MAILING ADDRESS
2501 S LOUISE AVE 88657
SIOUX FALLS, SD 57109