

**SIOUX EMPIRE PRIDE SPORTS ASSOCIATION (SEPSA)**  
**December 12th, 2021: MEETING AGENDA** *Date changed from 12/19*

**Jan 16th, 2022: NEXT MEETING**

Website: [www.siouxempirepsa.org](http://www.siouxempirepsa.org)

Email: info

Google Drive: admin

**Call to Order/Roll Call**

First: Michael

Second: Jimmy

**Administration:**

President - Robert Burandt - X

Vice President - Jimmy Diaz - X

Director Of Business Management - Chase Burandt - X

Secretary - OPEN POSITION

Treasurer - Brandi Mitzel - X

**Committee Members**

Recruitment - Damon Farah - X

Marketing - OPEN POSITION

Communications - Michael Blegen - X

Sponsorship - Chelle Cain - X

Community Outreach Coordinator- Jordan Catlett - O

**Team Managers/Proxies/Others:**

- Softball:
  - Reach out to Jonah regarding SEPSA video presentation.
    - Creating for NAGAAA a video in August 2022
    - Donation to SEPSA-Softball
      - SEPSA Softball will recognize as a donor
  - 2022 schedule for review for approval- to be approved
    - Open executive application date
      - Approval - Chase 1st; Michael 2nd
  - 2022 Umpires needed- ongoing will follow-up with USA umpires
    - Still waiting to hear back from head of USA umpires
  - Begin promoting 2022 season
    - Create an event and space
- Roller Derby:
  - Needs to be added to league apps for registration/waiver(s) starting 1/1/22
    -
  - Practice facility has a new 2022 contract, do we want to pay monthly or a large amount upfront. Monthly rent \$300
  - Does SFRD need to purchase venue insurance or can we be covered under the SEPSA policy? SFRD is working on a quote for insurance through the previous insurer.
  - Chelle still needs reimbursement \$94 for bracelets
    - Check# 3028 issued
  - \$600 is needed for insurance (annually)
  - \$300/month for facility (Fair Grounds)
    - Currently 2-months behind

- Contract needs to be addressed to make sure complete full year is covered (12 months, or 10 months minus June & July).
  - Board motioned to pay \$600 to bring current
    - Robbie 1st, Chase 2nd, None opposed
  - \$3 to SEPSA and \$7 to SFRD per person per month (player fees)
  - To meet with Chase to discuss League Apps to get launched and available by Jan 1st
- Bowling:
  - Receipts needed>Robbie has received
- Fall Ball:
  - Nothing to add
- Cornhole:
  - Weekly @ Club David add more frequent posts to social media accounts
  - Continue to market at least once a month

### **Prior meeting minutes approval**

First: Michael B.

Second: Jimmy D.

### **Overview**

- Open positions:
  - Interim until elected by SEPSA members per by-laws (~~Special election?~~)

### **President's Report: Robert Burandt**

- Old Business:
  - Amazon Business Account Created. Amazon Smiles Account created: <https://smile.amazon.com/ch/85-4219077>
    - Will work with Chase on logo and deciding if Amazon needs to be used or if something else can be created
  - Xmas card ordered with recommended edits, to be mailed to 2021 sponsors
  - 2022 Admin schedule for review for approval- to be approved
    - Robbie to review
      - Next meeting Jan. 16th (tentative)
- New Business:
  - An audit was performed on 12/5/21. Receipts needed for items
    - Venmo usage: Year-to-date collected via Venmo (\$312.34) Fees (\$7.66)
      - Continue to use
  - PO Box annual renewal>Remove Jay as *who can access*>
    - Automatic renewal added to be billed on the 15th of January due January 31st, 2022 \$134.00 for 12 months
      - Jimmy motioned to keep and to pay fee
      - Chase second
      - None opposed

### **Vice President's Report: Jimmy Diaz**

- Old Business: Bylaws
  - Reviewed and revised and voted on by March 2022 meeting
    - Keeping annually in March
      - Annual signature if changes made

- New Business: Open positions
  - Jimmy will step down at the end of December
    - Will continue to help with bylaws finalization
  - Will continue in an advisory role if necessary

**Treasurer's Report: Brandi Mitzell**

- Old Business:
- New Business:
  - Completed 990-N filing. Started registration process for the State of South Dakota. A fee of \$50 is required. Will complete once the fee has been voted on.
  - Reimbursement of \$94.00 to Chelle Cain for bracelets for the Zombie Pub Crawl.
    - See notes
  - Reimbursement of \$323.46 to Chase Burandt for Web and Google services.
    - Check #3029 issued
  - Reimbursement of \$230.88 to Michael Blegen for Bowling Trophies. Deducted from bowling funds. (Complete)
  - Potential rough draft of 2022 budget.
    - Needs to be reviewed by the Admin board to be reviewed and voted on for approval
      - Due by Jan EOM

**Director of Business Management Report: Chase Burandt**

- Old Business:
  - Upgrade site to latest version of Umbraco (v 9.x) - Will be over done over the first and second quarter of 2022.
    - Chase is covering cost of upgrade
- New Business:
  - Add amazon smiles info to the website
  - Increase cost of hosting for website of \$3 starting January 1
  - Submitted receipts for 2nd half of 2021 for website, domain, and google accounts

**Secretary's Report: Open position**

1. Old Business:
2. New Business:

**Sponsorship Committee Reports:**

- Old Business:
  - Thanked sponsors for Zombie Crawl.
  - Updated sponsor forms.
  - Still working on adding sponsor and potential sponsor contacts to shared drive
- New Business:
  - Jan. 15th Beer bust fundraiser for SFRD. Working with S&R committee for flyers etc
    - Event created. Please share and invite
  - March 26 20s poker night. Working with S&R committee for raffle items.
  - Gaylene creating the poster.
  - Will create a save the date event after xmas

**Communication Committee Reports: Michael Blegen**

- Old Business: Reached out to Augie GSA club to schedule visit in Feb, created bowling financial spreadsheet, updated SEPSA bowling page for upcoming season, created new winter league on league apps and launched registration, ordered fall & winter bowling trophies
  - Only funds spent are for trophies (all fall and winter have been purchased - \$230 - 4 of the top three positions)
  - Winter league starts Jan 9th - went live on December 9th via League Apps

- Age was updated to 18
  - Team limits changed from 8 to 6 - will help promote additional teams
- New business: KSFY interview set for 12/12 at 6pm to promote winter bowling and provide organization updates, looking to add 1 or 2 people to bowling committee, will meet with Dave to update/revise bowling rules for upcoming season.
  - End of Season tournament rules being addressed due to regulations being missed
  - Looking at adding "Members-at-Large" to help with the logistics at games
- Athletic code should be created
  - Possibly copy and paste softball with verbage change

**Marketing Committee Reports:**

- Old Business:
- New Business:

**Recruitment Committee Reports:**

- Old Business:
  - Thanked sponsors for Chili Cookoff
  - Went over sponsor forms
  - Started S&R committee to help promote/recruit
- New Business:
  - Still waiting on a response from USD, DSU, SDSU, BH
    - Possible Spring semester kick-off; committee members can handle (Admin can participate if needed)
  - Working with S&R committee to schedule future fundraisers and recruitment events
    - Bring different individuals together to work as a sub-committee to raise funds, not necessarily individuals involved with SEPSA board/committee (current individuals are all part of SEPSA)
      - S&R = Sponsorship & Recruitment
    - Meeting recap and communication to Board to date and times of meetings
  - Possible budget for the S&R committee to advertise/promote

**Community Outreach Coordinator Reports: Jordan Catlett Not Present**

- Old Business:
- New Business:

**Motions:**

First: See above

Second: See above

**Adjournment:**

First: Robbie

Second: Jimmy

**Notes & Reminders:**

Please submit additions and changes to the Secretary by Thursday prior to the meeting

**PO BOX**

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