

SIOUX EMPIRE PRIDE SPORTS ASSOCIATION (SEPSA)

Dec 17th, 2022: MEETING AGENDA

Jan 14th, 2023: NEXT MEETING

Website: www.siouxempirepsa.org

Registration: www.siouxempirepsa.leageapps.com

Call to Order/Roll Call

First: Chris

Second: Behai

Administration:

President - Robert Burandt -X

Vice President - Jon Stykel -X

Director Of Business Management -Chase Burandt- X

Secretary - Behai Nguyen -X

Treasurer - Brandi Mitzel -X

Committee Members

Recruitment - Damon Farah-X via Proxy

Communications - Alice Hanmer -X

Sponsorship -Chris Sorenson -X

Community Volunteer - Vacant

Jacob Grimes

Nate Reinders (Damon's Proxy)

Nicole Malcom

Prior meeting minutes approval

1st: Chase

2nd: Behai

Overview

2022 financial review

State Filing DUE

2023 Meeting Schedule Due

2023 budgets due

Bylaw revision overview/vote to amend

Team Managers/Proxies/Others:

Bowling:

- 2023 winter season budget/schedule OVERDUE
 - Added Budget to sheet.
- Trophies are not in yet. Will give them out to team managers when available or when winter season starts.
 - Be aware of other Faiths Celebrations
- Start time of Winter Season is 2:00 pm. 9 Pin Tap (First ball if 9 are knocked down counts as a strike)
- Winter season starts Jan. 15th. Registration will open on Monday.
- [New Athletic Code](#) created.

Softball:

- 2023 season schedule/budget request due
- Email sent to Michael Blegen and Damon Farah to become commissioner/assistant commissioner. (declined 12/1/2022)
- Email sent to managers for 2023 meeting/season schedule
- Purchased with approved funds for 2023 season
 - 12 dozen game balls \$832.80
 - 10 bags of field chalk \$170.29
- After review of current inventory there should be no need to purchase additional bases or chalk machine. *this may change in the future, but at this time, it is not needed.
- Minneapolis NAGAAA meeting hotel reserved w/card ending in 9755
 - Hotel: to submit receipts to Treasurer
 - Gas: to submit receipts to Treasurer
 - Parking: to submit receipts to Treasurer

Fall Ball:

- 2023 schedule due

Cornhole:

- Discussion with Todd @ Club David. He requested to have Jodi asked to be commissioner and Todd assistant commissioner.
- Add athletic code to the website as well as registration of all participants. It is based on Club David's rules (House Rules).
- Nicole can paint the logos as long as she gets the blank boards.

Volleyball

- 2023 budget/schedule due
 - Team/player fees
- *Robbie and Nicole to sign contract for Sports Game Center
- Update dates on website/events/calendar
- I currently have 4 teams, which means I will need the gym for at minimum 1/2 the day for each of the weeks. I can confirm strongly that we can do that time comfortably. If need be we can wait on the rest of the time frame. Would it be a possibility that IF we are not able to use the time frame for the full allotted time that we could reserve the remaining time for the next season in 2024? I think it would be a good thing if we could all meet and discuss this together as when we originally discussed it we talked about being able to get a refund especially if we were able to give you at minimum a 1 month notice if we weren't going to be using the full time and/or if we could adjust the time to use it for longer or different dates. Please let me know your availability over this next week so we can have this meeting. I am actually available on Saturday, December 10th all day (even though this is short notice). Or I could meet directly around 5pm each evening next week. Please let me know so we can begin re-discussions.
- 4 hours 1PM-5PM Saturdays, it might mean there would be a bye week.
- Nicole will need to set up at least 2 captains' meetings, January-March to collect funds and communicate league rules and expectations.
- We need to order scorebooks, scoreboards, whistle and 2 game balls
- Edit Awards section in Volleyball Athletic Code, 120 hung medallions
- Chase to meet with Nicole to get access to the drive and league apps site.

Sponsorship Committee Reports:

- Old Business:
 - Update, Canaries are to have contracts for 2023 season ready in Jan, 2023
 - There will be some changes, biggest change, more detailed contract

- There will be a need to promote better to get more volunteers. Mass emails and social media promotion.
- New Business:
- Pledge Drive
 - Working on details
 - General concept is that for different level of pledge, receive a gift
 - \$10 per month receive, a notebook with SEPSA logo
 - \$20 per month receive 2 SEPSA logo coffee mugs
 - \$30 per month receive 1 high quality SEPSA logo shirt
 - Chris to write a proposal for this concept for the board to vote on in the January Board Meeting. Keep the player fee separate from this.
- Identify SEPSA members that have own business or provide services
 - Create a resource page on website to list business and services
 - Send out email, it will be there responsibility to inform SEPSA
 - Business manager to help manage website
- Request \$1,000 to sponsor/donate to other organizations
 - Legacies
 - Special Olympics
 - Possibly 2 other organization, focus sport group or youth group
- Chris to complete budget sheet [SEPSA-OPERATING/EXPENSE PLANS\(Year end Actuals\)](#)

Communication Committee Reports:

- Old Business: Got a hold of some members of SEPSA to start posting. “ Get to know the members of SEPSA” on social media.
- Continue to post about sponsors’ info and thank you to sponsors each week, different businesses.
- New Business:Not communications related but wondering if we should invest in AED (cost approx \$1515 through AED organization. If it is used, new batteries will be required.) device now that we are getting bigger. Have a first aid and CPR license on file for anyone able to give care in an emergency. Have these people be identified with the first aid cross on uniform so we have set people who will help and eliminate chaos when we do end up having a situation.
- Alice to complete budget
- <https://docs.google.com/spreadsheets/d/10JmMD2LoJ40L-TdyP2U1jqBW4vXy9-cddH2oaKmqPE/edit#gid=1697871646>

Recruitment Committee Reports: Damon Farah

- Old Business:
- New Business: (Nate Reinders will be attending in my absence as my proxy)
 - Meeting with USD advisor Jan 2023 to review potential clubs to send flyers etc
 - Working with S&R committee on upcoming events
 - SR to design a cover for the Roller Derby logo on sepsa flyers (cover with a volleyball logo)
 - Deposit for Clash of Chili’s is \$160 - need to submit to Brandi
 - S&R Budget - \$2000
 - Organizing events
 - Materials for events
 - Flyers etc (please include volleyball flyers)
 - Social media promotion
 - Overall products needed for an event (itemized)
 - Recruitment Budget - \$1000

- Creating and printing flyers
 - Fundraiser promotional items (like a beer keg deposit)
 - Supporting other businesses to promote recruitment
- Damon needs to fill in the budget sheet for approval, you can follow the link.
- <https://docs.google.com/spreadsheets/d/10JmMD2LoJ40L-TdyP2U1jqBW4vXy9-cddH2oaKmqPE/edit#gid=1697871646>

Damon from the Sioux Falls Sliders Request -

Sioux Falls Sliders Motion - would like to request the Sin City Classic Team fee to be reimbursed, this fee was already paid by the team. We would like to use the \$495 to support our players traveling with us.

Sioux Falls Sliders request – we are planning another fundraiser for the upcoming tournament, would SEPSA please share the event on their social media pages. (Denied due to previous conversation, we can do a story post)

Follow up from previous inquiry regarding donations to teams – reconsideration for donations to teams from businesses (sponsors). Notes taken from other leagues that are involved in NAGAAA is to allow sponsors to sponsor a team, in return the sponsor would like a receipt for tax reasons. If this were allowed, would SEPSA consider this while also applying a service fee to do so, perhaps 3% of the donation to said team. For example: sponsor writes \$400 check to SEPSA, then SEPSA would take \$12 out then give the remaining amount to the team. (Table this option until January Board Meeting)

Community Outreach Director Reports:

- Old Business:
 - Post position including duties
- New Business:
 - Asking for a post to ask for volunteers for once a month to help with St. Francis House.

President's Report: Robert Burandt

- Old Business:
 - Grievance Committee Members Jordan & Patrick emailed 11/29/2022 to be in attendance 12/17/2022 in order to continue in role. (need to enforce all SEPSA governing documents including but not limited to: bylaws/athletic codes/policies)
 - Revised bylaws with assistance from Chase Burandt, Chris Sorensen, and Behai Nguyen
 - Sent email to all SEPSA leadership AND membership
 - Discussion and approval of proposed changes to bylaws
- New Business:
 - SEPSA banquet (Holiday Inn City Center) October 1st 2023 available.
 - Prices increased from 2022
 - Holiday cards for sponsors
 - Spoke with Chris Sorenson who will use the remaining stock from 2021 and send to 2022 sponsors. Need to purchase postage

- Review and added Executive officers to SEPSA Amazon business account. Only Treasurer and President have access to purchase at this time

Vice President's Report:

- Old Business:
 - Post position including duties appointed until elected October 2023
- New Business:

Treasurer's Report: Brandi Mitzel

- Old Business:
 - State filing is done.
 - In review of last year/last year's minutes, the only filing we needed to do was the state filing.
- New Business:
 - Research on storage units:
 - Storage Center
 - <https://www.storagecenter.com/8610-w-41st-st-sioux-falls-sd-57106>
 - Able to get indoor storage units
 - 5x5 for \$70 a month
 - 10x5 for \$100 a month
 - 5x10 for \$100 a month
 - U-Haul
 - https://www.uhaul.com/Locations/Self-Storage-near-Sioux-Falls-SD-57104/725049/?utm_source=gmb&utm_medium=primary&utm_campaign=listingmanagement&utm_content=725049
 - Indoor storage units:
 - 5x5x10 \$59.95 a month
 - 6x5x10 \$69.95 a month
 - 9x4x10 \$74.95 a month
 - Self Storage Solutions
 - <https://www.selfstoragesolutionsnd.com/3715-s-grand-slam-ave-sioux-falls-sd-57110>
 - Indoor storage units:
 - 5x5 \$65 a month
 - 10x5 \$85 a month
 - Storage has been reserved for the month of April 1st and will be purchased then. Moving in the winter is not ideal.
 - Reviewed By-Laws:
 - In the By-Laws on page 16, it states that the Sponsorship Director is overseen by the Treasurer. On page 15, it states that the Recruitment Director is overseen by the Vice President, but they have a combined sub committee. Where do the responsibilities for the Treasurer and the Vice President lie with this committee?
 - In addition to the Sunshine fund, should we also consider a scholarship fund? Instead of having an X amount of dollars that can be requested at a time, we add this to our 2023 budget of something like \$2000 or whatever we were to decide. This could help cover things such as: player fees, team fees, team/player equipment, etc.
 - In the process of getting tax documents ready, completed, and uploaded.
 - In the process of doing a full audit of 2022.

- Get business license and/or more information by Jan 2023 meeting.

Director of Business Management Report: Chase Burandt

- Old Business:
 - Discussion (adding Jacob Grimes to sponsorship/marketing folders)
 - Alice and Brandi to create SEPSA accounts.
- New Business:
 - Create On/Off boarding procedures.
 - Brought to my attention that we should include our pronouns in signature. I will be testing some options. When completed everyone will be getting an updated signature to duplicate.
 - All SEPSA documents can be created with your SEPSA account. When you are ready for the new files to be shared with everyone in SEPSA move them into the Shared Drive > SEPSA and into a correct folder or create a folder.
 - **Will be removing all Access that is not a SEPSA account from all files and folders.**
 - I may not start this process until after the new year as there are a lot of files.
 - While doing so will be moving documents into the SEPSA drive and organizing.
 - Going to create accounts for Bowling, Softball, Volleyball for sure as these sports have a lot of communication. (Commissioners and Assistant Commissioners will have access to the account.)
 - Fall Ball will fall into Softball.
 - Cornhole need to discuss who is in charge and going to manage this.

Secretary's Report:

- Old Business:
 1. All 2021 approved committee and board meeting minutes have been uploaded to the folder: Meeting minutes ready for website.
 2. All 2022 approved committee and board meeting minutes up to the present date has been uploaded to the folder: Meeting minutes ready for website.
 3. All S&R Committee Meeting notes have also been turned into PDFs and uploaded to a newly created folder: S&R Committee 2022 Meeting Minutes Ready for Website.
 4. Proposed 2023 Meeting Calendar with election dates has been decided.
 1. January 14th/ February 18th/ March 25th/ April 15th/ May 20th/ June 17th/ July 15th/ August 19th/ September 16th/ October 1st(Election and All League Banquet/ October 21st/ November 18th/ December 16th
 2. Elections will still be held in October but we need to schedule it before the éstart of Fall bowling. I think October 1st is a great date for the All League Banquet so that we can get the voting done before the start of the new season of bowling. We can have our board meeting on the 21st to go over election results.
 5. SEPSA FB Messenger, access and timely responses.
 1. Are there too many of us that have access?
 2. Confusion with multiple replies to the same message.
 3. What is the appropriate timeline to answer messages?
 6. Working on storage space, would you like me to look around for prices for small storage? Please price out business cards and banners (variety of sizes). Brandi will work on storage.
 7. Voting board members? How many will we have coming into 2023?
 8. S&R Committee, what is on the calendar (meeting dates?) and what are you working on?

9. Would we like to help sponsor the NOH8 package? SF Pride is getting a flat rate from NOH8 which will be \$750 for every 25 people. It will be Sunday June 11th, 2023 during drag brunch. People do not have to attend drag brunch in order to get photos taken. They are trying to do the first 50 people.(Could we be part of it as sponsor/partner?)
 - New Business:
 1. All 2021 and 2022 bowling minutes have been updated and uploaded to a new folder: Bowling 2021/2022 Meeting Minutes Ready for Website.
 2. All 2023 Meeting Agendas have been created and can be found in the 2023 Committee and Admin Meeting Minutes folder.
 3. January and February committee and board meeting rooms have been booked. Events pages have been created for SEPSA Leadership on Facebook. Have Alice create the FB event for the public on SEPSA page.
 4. Email was sent out with pricing for business cards and banners. Only got a reply from the President. Further input?
 5. Swag and giveaways, I did some pricing out for items on 2 different sites. One was Vista print and the other was 4imprint. Image and pricing can be accessed via the 2022 Committee and Admin Meeting folder. Personally, I don't think that we need to order from just one site. I believe ordering from both sites will be beneficial to us.
 6. S&R committee needs to put out all events one month prior so that the Secretary can update the calendar.
 7. Beckah Westra's Basketball Program, possibly youth league. (Table for next month's meeting, ask Beckah to come to it)

Motions:

Motion to approve 2023 Bowling budget

First:Robbie

Second:Chris

Unanimous Yes

Motion to approve 2023 Fall ball budget

First: Behai

Second: Chris

Unanimous Yes

Motion to approve 2023 Softball budget

First:Robbie

Second:Nate

Unanimous Yes

Motion to approve to pull from General Funds to generate the inaugural Volleyball season.

First: Chase

Second: Robbie

Unanimous Yes

Motion to approve 2023 Volleyball budget

First: Robbie

Second: Alice

Unanimous Yes

Sioux Falls Sliders Motion - would like to request the Sin City Classic Team \$495 fee to be reimbursed from General Funds, this fee was already paid by the team.

First: Nate

Second: Alice

Failed, 50/50 split

Motion to approve Sioux Falls Slider's Sin City team fees to be reimbursed from General Funds by 60% (\$297).

First: Nate

Second: Chris

Unanimous Yes

Motion to accept Jordan Catlett resignation from grievance committee

First: Chase

Second: Robbie

Unanimous Yes

Motion to remove Patrick Brewer from grievance committee

First: Robbie

Second: Jon

Unanimous Yes

Motion to acquire a storage unit from Uhaul 9x4x10 for \$1000 from Administrative Budget

First: Chase

Second: Chris

Unanimous Yes

Motion to approve 2023 Administrative Budget

First: Robbie

Second: Jon

Unanimous Yes

Motion to approve the proposed 2023 Revision of SEPSA bylaws

First: Chase

Second: Chris

Unanimous Yes

Adjournment:

First: Behai

Second: Chris

Notes & Reminders:

Please submit additions and changes by Thursday prior to the meeting

PO BOX

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