

McHenry Marlins Minutes
October 20, 2009

Board Meeting 6PM

In attendance: Randy McCafferty, Kathy Lingle, Bob Hedberg, Shelly Trost, Meg Redshaw

- I. Meetings: by laws were discussed in terms of the minimum number of meetings the board is to hold. Bylaws state 3 per season as well as two between seasons. It was also discussed that meetings need, and are required to be open to parents.
 - a. Roberts Rules of Order briefly explained and duly noted that all meetings must be conducted in this manner.
 - b. Minutes from parents meeting October 14, 2009 were read and necessary revisions made. Motion to accept revised minutes by Randy, 2nd by Bob. All present approved.
- II. Old Business
 - a. Outback Gift Cards: a total of 400 cards were order from Meriden Marketing – 3 were missing. 280 cards were sold by the team. The remaining 117 were purchased by Shopen Pest for \$7.00 each. Total profit to the team for the fundraiser was \$2023.
 - b. Misting Fans: Joan had been approached by Coach Dave to purchase misting fans. Minutes from the previous board regarding this issue were discussed. The previous board had agreed to pay for two fans at \$50 each for a total of \$104. A check was cut for Coach Dave and given to Randy to give to him.
 - i. Further discussion was held regarding use of misting fans at West pool. Bob, who is an HVAC tech, stated this could cause issues with the pool as a whole. He suggested a UV bulb system which would deal with the chlorine issue at the pool. Randy McCafferty will speak to Drew Pottoff, Athletic Director, regarding this issue.
 - c. Control over additional committees: a recommendation was made that no purchases or proposals for purchases could be made by committees or coaches without prior approval by the Board.
 - i. Proposals for equipment and spirit wear, etc will need to be presented to the full board with actual costs before ordering.
 - ii. Additionally, all monies must be given to the treasurer directly.
 1. All deposits made must be labeled with the amount of money deposited as well as receipt from the bank labeled with committee name.
Example: after meet Saturday the deposit for Bob would be labeled Concessions 10/24 and must have a corresponding receipt.
 - a. Committee chairs will all be informed of this change.
 2. All present approved recommendation.
 - d. Wreath fundraiser (Shelly Trost)
 - i. Monies due by the 28th of October. Pickups will be made between November 18th & 25th at Shelly's home. Times to be determined later. The original purpose

of the fundraiser was to purchase a cable. BJ informed Shelly a cable is no longer needed. Other items on the wish list were discussed with no decision being made until the amount of monies made is known.

- ii. Approximately \$5 per item sold will be the profit.
- e. Fiesta Day Float – tabled until later meeting.
- f. Volunteer forms
 - i. Forms were on table in the front at parents meeting. Kathy reported parents who had signed up for various committees. Names either have been or will be given to chairs for each. Splash party discussions will not begin until December meeting.
- g. President's Report: Randy discussed the need to tighten up the financial reigns of the club and to have all committees follow proper procedures and protocol in obtaining equipment and purchases. He also saw the need to have a uniform policy for deposits to the account. Randy also stated he wanted the vision of the club to be positive. He saw one issue of home meets with the bullpen area being incredibly loud, and suggested he would speak to Drew Pottoff about potentially using the lunchroom across the a hall from the pool.
- h. Treasurer's report:
 - i. Bob handed each a treasurer's report showing all activity since January 1, 2009.
 - 1. Current balance: \$2520.40
 - ii. Bob has had difficulty obtaining bank statements from TCF bank. The statements continue to go to the former treasurer. It was determined Meg would discuss with Pattie Lunkenheimer at the City the ability to have a mailbox there to avoid further issues when Treasurer position changes.
 - 1. Randy suggested setting up the account with online access to alleviate the issue as well.
 - 2. Shelly would speak to the former treasurer to see if she has the statements. Kathy stated she would also ask Joan.
 - iii. Cash box for concessions is still in Joan's possession from summer season. Kathy will contact Joan to make arrangements for cash box to be received either by Meg or Randy.
 - iv. Treasurers Report accepted as written pending computerized copies. Motion made by Randy, 2nd: Kathy. All present affirmed.
- i. Committee Reports
 - i. Spirit Wear: Kathy had been given an inventory list from the committee as well as cost per item. It was determined that no further orders would be made until some of the inventory was moved. Discussion again held that purchases could not be made without the approval of the board. Pre-orders will be considered for summer season.

- ii. Motivation: Discussion regarding costs, etc. The board feels that motivation incentives should have a cut off age. A discussion was held regarding other ideas such as concession bucks.
 - iii. Concessions: Jen was not present, but it was reported that sheets had been up for parents to take and purchase items needed.
 - 1. Kathy Gorman will help set up concessions this Saturday to assist Jen.
 - iv. Volunteer Committee: discussion held regarding number of volunteers needed as well as coach input. One issue Shelly brought up was parents who do not work their required shifts per the handbook. Further discussion held on how to make sure volunteers were properly checked in as well as a deposit check that would only be cashed at end of season if times worked had not been met. Discussion tabled until next meeting.
 - v. Splash Party: will not begin discussions until December or January.
- j. New Business:
- i. Discussion was held on by laws and whether there needed to be additions.
 - ii. Elections:
 - 1. Will be conducted in compliance with bylaws.
 - 2. Current board is not dismissed from duties until end of parents meeting.
 - 3. Current board is in charge of elections.
 - iii. Communications between board, parents MPRD
 - 1. Communication definitely needs to be improved. Shelly will continue to contact Cindy Gerden at City regarding mass emails, web additions.
 - a. Meg will discuss with Pattie wording for parent handbook especially in the following areas: mandatory swim wear, wait list, and tryouts.
 - 2. Discussion was held regarding the wait list. Many parents did not know tryouts would be held nor the format. A policy needs to be determined an adhered to.
 - iv. Team Suits
 - 1. Kathy passed out 50 fliers at practice Monday alerting parents to go to Favorite Sports beginning at 2 PM on October 26th through 4 PM on Saturday, October 31st to order and pay for suits.
 - a. Kim at Favorite has assured Kathy suits would arrive by 11/12 – which is only two days before meet. Board agreed to pay for 2 - 3 day shipping on suits. Motion made by Bob 2nd: Shelly.
 - i. Kathy will discuss the cost of shipping with Kim.
 - v. Motion made by Shelly to adjourn meeting 2nd: Bob.

Meeting adjourned at 11:46 PM

Next Meeting: December 10, 2009 Time and location to be posted at pool along with current minutes.

Respectfully submitted: Meg Redshaw

