

Pirate Youth Athletic Association
Board Meeting Minutes
C-FC High School Commons
July 14, 2014 at 6:36 p.m.

1. Call to Order at 6:02 p.m. by President Zach Schmidtknecht
2. Roll Call (x denotes that individual was present):

<u>Board</u>		<u>Program Leads</u>		<u>Committee Chairs</u>	
Zach Schmidtknecht President	X	Dan Wicka Football	X	Jeff Mann Program Development	
Mark Brone Vice-President	X	Early (Buzz) Murty Wrestling		Steve Scharlau Policy	
Kalene Engel Secretary	X	Patrick Thorsell Boys Basketball		Larry Gabel Fundraising	X
Ben Adank Treasurer	X	Randy Knecht Girls Basketball		<u>Administration</u>	
Jason Becker Facility Coordinator		Shelli Brone Volleyball		Tom Hiebert	

3. Approval of Minutes from June 9, 2014 (Annual and Board): Motion by Ben, seconded by Mark to approve minutes for both Annual Meeting and Board Meeting. No discussion. Motion passed 4-0.
4. Announcements: The school is re-doing the elementary gym floor, removing the tables and tile. The new flooring will be rubberized flooring, similar to what is at St. Marys University. There will be room for a volleyball court.
5. Review/Approval of Bills: There were no bills.
6. Financial Report: Ben has set up a Quickbooks account for the PYAA Accounts. He distributed an updated financial report showing the collections for the Sports Program Fundraiser. Kalene moved to approve the Financial Report; Mark seconded the motion. No discussion. Motion passed 4-0.
7. Committee Reports:
 - a. Fundraising: Larry has only a few spots remaining for the display ads. Spots are available for the Pirate Backer location, and those can continue to be added since that page will be printed by the school. Larry will send images for the sponsors who purchased display ads so that those can be added to the website. The next scheduled fundraiser is a 50/50 raffle sale at the racetrack. Caralee Wiersgalla is organizing that fundraiser. Larry distributed a proposed fundraising structure chart which identified different volunteer positions for the fundraising committee. In order to avoid "fundraiser fatigue", the committee wants to make sure that we are coordinating our fundraising efforts, such that we are not soliciting the same business all of the time. Zach thank Larry for the good work he has done as committee chair.
 - b. Program Development: Zach received no responses to his e-mail asking for assistance on the committee. He plans to put together a structure chart (similar

to the one Larry prepared for his committee) in order to better identify the roles/responsibilities of volunteers.

- c. Policy Development: This discussion was actually deferred to the end of the meeting, but is reported in the minutes per the original agenda. Kalene had distributed a draft policy and procedure manual and appendix to Board and Policy Committee members in advance of the meeting. The Board reviewed the manual and discussed changes. Kalene recommended that, in addition to the Policy and Procedure Manual, two additional documents be drafted: a tournament handbook with guidelines/policies/procedures for operating tournaments and a coaches handbook with guidelines/policies/procedures for coaches. Ben offered to draft the tournament handbook and Mark offered to draft the coaches handbook.
8. Program Reports:
 - a. Girls Basketball: None
 - b. Boys Basketball: None
 - c. Football: Dan stated that he will probably be having signup the first week of August. He is taking over the program and is trying to recruit coaches. He would appreciate assistance with getting things set up. Zach emphasized the needs to get things down in writing so that future coaches/organizers don't have to re-invent the wheel. Dan stated that the football program has traditionally done a fundraiser (butterbraids) which has been used for equipment purchases. Dan will put together a list of potential volunteer opportunities for football parents. He will e-mail Kalene with dates/details of signup and she will post the information on the website and distribute it to PYAA parents.
 - d. Wrestling: None
 - e. Volleyball: None
 9. New/Other Business:
 10. Adjourn: Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Kalene Engel, Secretary