

CGAA Softball Board Agenda

October 26st, 2025

8 a.m.

In Person @ YSB

Long Range Planning Meeting Session

Meeting Called By: Amanda Albert, President

Type of Meeting: Monthly Board Meeting

Facilitator: Amanda Albert

Note Taker: Jenny Thiewes

Board Members Present - Amanda Albert, Kelly Nelson, Stephanie Elling, Danielle Wiese, Jessica Weise, Bridgett Looney, Charlie Wilwert, Matt Kerttula, Jenny Thiewes, Alex Tucci, Tracy Crumb, Kris Steffen, Tim Dana

Meeting started at 8:15am

Old Business:

1. New grill purchase - Amanda makes a motion to purchase a new grill not exceeding \$600, Tim seconds. All in favor, no opposed - motion carries.
2. New tables purchase - In need of 4 more tables - Amanda makes a motion not to exceed \$500 to purchase 4 additional tables. Kelly seconds. All in favor, no opposed - motion carries.
3. W9's for new board members - All complete
4. Conflict of Interest forms - Need to be filled out and submitted annually for all board members.

Director of Events & Promotions: Kris Steffen

1. Schedule for raffles – must be provided to CGAA Gambling Manager -
 - a. Winter Traveling team raffle fundraiser – 13 teams
 - i. Raffle tickets will be given to families before Thanksgiving, specific date TBD
 - ii. All tickets/money collected returned at the end of December
 - iii. The drawing is scheduled for January 26, 2026.
 - b. Possible increase in the number of prizes and adjusted amounts?
 - i. Discussed increasing the total number of prizes/adding additional dollar amounts to help boost the fundraiser for the 2026 season. Discussion on increasing the number of prizes for the raffle for the 2026 season. Currently there are 5 prizes, considering increasing it to 6 prizes. Potentially increasing the total money given out. This would be an additional \$650. It would decrease the amount of potential profits to the teams, but could make the tickets more desirable.
 - ii. Discussed sending out communication to families sharing the value of selling all raffle tickets and the potential funds it could bring to the team when all families participate.
2. Holiday ordering window for Spiritwear store
 - a. The holiday spiritwear store is currently live - ordering window closes mid-November to allow enough time to process orders before the holidays
3. Traveling Uniforms for upcoming season
 - a. Discussed the options for potential jersey's. Jersey's will again remain the same for all teams to simplify the process.

- b. Pinstripes were a big hit among the players, so hoping to keep that an option while also exploring other ideas/colors/designs. Will get the details finalized and follow up at the November board meeting.
- c. Uniform try on date(s)
 - i. Tentatively scheduled for December 6th, 2025 at the YSB. Will confirm the date and send out information to families when all details are finalized. Board members will be present to assist in the try on process. No Dib hours necessary.
- 4. Advanced Sportswear supplies:
 - a. All blood jerseys (tops) for traveling teams
 - b. All in-house jerseys
 - c. All socks for IH league
- 5. Wilson Supplies:
 - a. All belts
 - b. All socks
 - c. All traveling jerseys
- 6. Team Banners – do we want to stay with Rooker or consolidate with David Bank?
 - a. Discussed the possibility of streamlining the picture process by having just David Bank Photography do both the individual/team pictures and the banner.
 - i. David Bank offers a wide range of banner sizes/options at a lower price point. This would potentially speed up the picture taking process by giving teams a 25 minute window.
- 7. Picture Dates – Traveling 4/21 and IH 4/22 @ CGMS Cafeteria - a save the date has been sent to families.

Action Items

Person Responsible

Deadline

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Secretary: Jenny Thiewes

- 1. Motion to approve previous month’s meeting minutes - Bridgett seconds. All in favor, no opposed - motion carries.

Action Items

Person Responsible

Deadline

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In House Director: Alex Tucci

- 1. SEML Updates
 - a. Overview of last season
 - i. 178 total players which is an increase of 1 player from the previous season. Coaches provided feedback on wanting more practice time. Discussed moving the format to one practice and one game per week, rather than more game time.
 - ii. Como Softball Association was added to the SEML league this year. Only positive feedback regarding that addition.
 - b. Invoice from SEML

- i. Discussed the costs for next season. Discussed the potential of a slight increase in cost due to a wide range of factors including field maintenance, cost of jersey's, etc. Will have more information after the upcoming SEML meeting.
- c. 13U division
 - i. Discussing the possibility of moving the Rookies group to a hybrid team with area associations to round out the numbers of players per team. Will continue the discussion at future meetings
- d. Minors (14U) and Majors (HS) divisions
 - i. Potential to move these teams to the Tri-County League as there is potential to not have enough teams at this level in the SEML league.
 - ii. Discussing doing hybrid teams with local associations to keep teams full and running.
 - iii. Discussed having Cottage Grove house the registration.
 - iv. Potential to have 2 Minors and 1 Majors team next season.
 - v. More information will be discussed at the upcoming SEML meeting and shared with the board at the November meeting
- e. Season registrations predictions
 - i. Projections show an increase in players to roughly 193 for the 2026 season.
- f. Registration opening for 2026 IH league
 - i. Opens at the end of December, closes in March. Specific date information will be shared with families once finalized.
- g. Recruitment
 - i. Provide communication about girls t-ball to help boost the enrollment at that level.
- h. PAC nights in 2026
 - i. Will again partner with the high school
 - ii. Coaches are in charge of their slot time
 - iii. Discussed doing another pitchers and catchers clinic
 - 1. April 19th for pitching clinic
 - iv. April 26th for in house clinic
- 2. Trusted Coaches
 - a. Discussed the responsibilities of the Members at Large and their role in assisting in this process.
 - b. All in-house coaches need to complete the Trusted Coaches program
- 3. Members at Large 1 (Stephanie Elling) will be responsible for confirming all background checks are complete via Trusted Coaches
- 4. Member at Large 2 (Jessica Weise) will be responsible for handling the in-house registration

Action Items

Person Responsible

Deadline

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Fields & Admin Director: Danielle Weise

- 1. Field and batting cage updates
 - a. All bases have been removed and stored for the off season.
 - b. Batting cages have been cleaned out and prepped for the off season
 - c. Construction continues on CGMS 3. Will be ready to go for the 2026 season.
- 2. Field equipment ordering

- a. Discussed the need for more base plugs. Will order 100 plugs and replace as needed going forward. We need more plugs for the base holes.
 - b. Discussed the possibility of replacing nets for the batting cages when considering the batting cage project. Current nets were purchased in 2017 and are showing signs of their age. New nets cost roughly \$500 per lane.
 - c. Will discuss the acquisition of two additional lanes from CGAA Baseball at the next CGAA board meeting.
 - d. Potential to add warm up lanes and batting cages near Grey Cloud field 3, 4, and 5. Will continue to discuss these possibilities at future meetings.
3. Refinishing 1st bases
 - a. Hoping to refinish 8 bases during the off season - if we can't refinish them, we will need to replace them. Tracy will research some first base options for potentially ordering new bases for 2027 season
4. Umpires for next season
 - a. Spoke with the head Umpire, Lori. Umpires will continue to be provided at the current price. Prices will increase in 2027.
 - b. Discussed the possibility of attending a zoom meeting with coaches and Lori to discuss oddball rules, situations, etc. The training is roughly \$100 per zoom meeting. Dates are being considered and will be shared when finalized. One coach per team would be asked to participate in the training. Lori has also considered hosting an in person training at a coaches clinic at PAC.
5. Field assignments – IH and Traveling
 - a. Grey Cloud will get more use this year.
 - b. CGMS will be the 8U/10U hub. Will need one more box for CGMS to free up more space at Armstrong for in-house.
 - c. All traveling teams will utilize Grey Cloud and CGMS
 - d. Will circle back on field placements once we know how many in-house teams there will be. The board will assign each team their field.
 - e. Moving pitching machines/boxes
6. Budgeting/Box purchase
 - a. Danielle makes a motion to purchase two new boxes not to exceed \$3500. Charlie seconds. All in favor, motion carries.
 - i. One for CGMS for sure, a second one could be used for base storage at Grey Cloud
7. Off season training – PAC/WR/Elementary gyms
 - a. Pitchers and Catchers will again be eligible to sign up for a time slot to practice starting on November 14th at Grey Cloud Elementary. Time slots will be available from 6:30-9:30pm. **The wall cannot be opened! Grey Cloud Elementary is not available on the following dates due to school conflicts: 11/28, 12/19, 12/26, 1/2 and 2/3.
 - b. Sundays at PAC will potentially begin in early January. Will reach out to the school district to see what we have for availability
 - c. West rink training will potentially begin in mid March. Will circle back on which days of the week will work based on availability.
8. Batting cage project

- a. Received quotes from Hitting World regarding purchasing turf. The turf needs to drain well and hold up well in MN winter conditions. Hitting World offers a wide range of options and offers a 5 year warranty. Two 15x70ft rolls is roughly \$4000. Looking into the possibility of adding two additional rolls if the additional lanes are acquired.
- b. Looking into completing this project in spring 2026. A punch list was created to prepare the current lanes. Still seeking quotes for installation. Will revisit this at the next meeting after gathering more information.
- c. Seeking a second option to compare prices. Will continue to discuss at future meetings.

Action Items

Person Responsible

Deadline

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Member at Large I & II: Stephanie Elling (MAL I) Jessica Weise (MAL II)

- 1. MAL I: Assist in managing registration sessions in SE
 - a. IH and Traveling - will work with Amanda and Alex on Sports Engine/Registration
 - b. Team Formation Committee - will receive and review incident reports
- 2. MAL II: Managing all background checks –
 - a. IH and Traveling - will work with Charlie regarding background checks/Safe Sport/Trusted Coaches

Action Items

Person Responsible

Deadline

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Equipment Manager: Tracy Crumb

- 1. Equipment status
 - a. Waiting on final coaches to return equipment
 - d. Will communicate with coaches regarding equipment for indoor training
 - e. Ordering equipment for next season IH and Traveling - working on estimates and will report back at the November meeting.
 - i. In need of 5 more bow nets
 - ii. In need of 15 boxes of both 11 and 12in balls - will order from MN Softball at upcoming directors meeting.
 - iii. In need of 15 additional pitcher plates (2 per traveling team, 1 per in-house)
 - iv. In need of 5 additional full sets of Tanner T's, as well as 3 tops only
 - v. In need of first aid kit supplies
 - vi. In need of 4 ball caddy's
 - vii. In need of additional scorebooks (20 traveling, 15 in-house)

Action Items

Person Responsible

Deadline

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Treasurer: Kelly Nelson

- 1. Update on CGAA Softball financials

- a. No significant changes to budget
 - i. Traveling Program
 - ii. IH Program
 - iii. Tournaments
- 2. Review FY2026 Budget - All board members received a copy of the projected budget to review. Kelly Nelson made a motion to approve the 2026 budget. All in favor, no oppose - motion carries
- 3. Coaches contact forms for Traveling teams
 - a. Utilize these forms to track background checks, ACE, SS, Concussion, etc - spreadsheet created and distributed to board

Action Items

Person Responsible

Deadline

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Director of Player Development: Matt Kerttula

- 1. Off season training
 - a. PAC/WR/DBat
 - i. Hoping to utilize Sunday and Mondays at PAC and West Rink for off season training
 - ii. DBat - reached out to do another clinic 2 dates in November and December. Roughly 60 kids signed up last year
 - b. Pitchers & Catchers Open Gym
 - i. IH night for coaches and fundamental pitching/catching instruction
 - ii. Traveling gym times at Elementary School for pitching/catching
 - 1. P/C are scheduled at Grey Cloud Elementary on Friday evenings starting in November. A sign up will be sent out.
 - 2. Coaches can sign up for additional indoor training time at various elementary schools. Costs are \$12/hour and will come out of team funds.
- 2. Coaches clinic
 - a. Reach out to Tony to see if he would be interested in doing it again. May reach out to other coaches to see if there would be opportunities
- 3. PHS clinics
 - a. Summer clinics with Delaney - after high school season ends
 - b. Hoping to schedule a p/c clinic with Gracie Bond and Bryan Ludwig. It was a popular clinic last year.
- 4. Former players assisting coach at both IH and Traveling
 - a. See what coaches wanted more support by having a high school player assist with the team during practices. Players would be assigned to a team if the coach is interested. Will continue this discussion and report back at the next meeting.
- 5. Indoor Training Space
 - a. Looking into various indoor spaces to rent for indoor training opportunities.
 - i. Discussing the potential cost of renting the space/doing a season pass, etc
 - b. Reach out to coaches regarding the Hastings indoor training facility - weekly sign up for indoor space

Action Items

Person Responsible

Deadline

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Traveling Director: Tim Dana

1. Tryout Process – what worked, improvements
 - a. Positive feedback regarding the try-out process as a whole.
 - b. Positive feedback from the board members assisting with try-outs regarding the format and Team Genius technology
 - c. Positive feedback regarding the evaluators
 - d. Jersey with numbers was much more helpful than doing the penny's. Will keep that as an option for next year.
2. Pencil in Traveling tryout dates for 2026/2027
 - a. Considering 8/7-8/9 or 8/14-8/16 - waiting for confirmation and will communicate with families once a decision is made. More information to come at the November meeting.
3. MN Softball Directors Meeting 11/4 in Medina
4. Traveling Coaches training – background check, ACE for MN Softball, Concussion and SafeSport
 - a. All background checks completed by 12/31, ACE (at least one coach has to have it, two would be ideal if the head coach/coach with ACE training is absent from a game/practice), Concussion and SafeSport need to be completed in January - communication to coaches with certifications, dates, etc.

Action Items

Person Responsible

Deadline

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Tournament Director: Charlie Wilwert

1. PIP Tournament
 - a. Dates: 5/29-5/31
 - b. Discussed doing just a BC tournament rather than ABC to boost the enrollment
 - c. Big push for C level tournaments across associations
 - d. Discussed the possibility of having success filling 14's division if you only do a BC tournament
 - e. 10/12 teams will play at Lamar and 8's (Saturday only) will play at CGMS
 - f. Medals for 4 teams at 8U last year, so we will possibly raise the price of the gate fee
 - i. Raise the gate fee to \$250 for 8U and \$400 for 10/12 - Amanda makes a motion, Alex seconds - all in favor, no oppose - motion carries
2. 10U NAFA Northern Nationals
 - a. 7/16-7/19/2026
 - b. Work with former tournament director to see if we can use the large cooler truck again
 - c. Discussion on the parade location - settled on East Ridge due to the parking logistics and large space - time TBD
 - d. A sign up will be available for board members to be present at the tournament. Three board members will be present at each location.
3. Dibs
 - a. Discussed the possibility of expanding Dibs opportunities - will continue to discuss options at future meetings. Currently Dibs are comped for Head Coach, Two Assistant Coaches and Team Manager

- b. Traveling families are required to complete 6 dib hours. In house families are required to complete 3 Dib hours.
- c. To try to boost volunteer numbers, the dollar amount for those who do not complete their dib hours increased from \$200 to \$400.
- 4. Possible 12U just for fun tournament
 - a. Discussed doing a just for fun tournament for 12U girls - use Grey Cloud 2 and 3 - similar to baseball world series for CG - potentially August - date TBD - possibly 8/15-8/16
 - b. The kids put the tournament on - 14's players draft players and coach the 12U players.
 - c. Concessions, t-shirts, etc
 - d. Players get sponsors to host the tournament - local businesses showcase their flags, provide a trophy and the trophy goes to that business
 - e. Will continue to discuss all options at November meeting

Action Items	Person Responsible	Deadline
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Communications Director: Bridgitt Looney

- 1. Calendar updates on our website - adding dates for uniform try on, pictures, etc.
- 2. Important date announcements once finalized
 - a. IH Clinics
 - b. Traveling Clinics
 - c. Coaches Clinics
 - d. Uniform try-ons
- 3. IH Registration opening

Action Items	Person Responsible	Deadline
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Vice President Updates: Tim Dana

- 1. CGMS Updates
 - a. Construction is currently underway at Field 3 - will be ready for 2026 season
 - b. Adding dug out covers to Fields 1, 2 & 3

President Updates: Amanda Albert

- 1. Mandatory Traveling Coaches clinics
 - a. Head coach required, other coaches encouraged to attend a mandatory coaches clinic - various options available to them. Options for training specific to female athletes - not to exceed \$300 per team - Amanda makes a motion that CGAA softball will cover the cost of a mandatory coaches clinic - Charlie seconds - all in favor, no opposed - motion carries.
 - i. complete by June 1st
 - b. In house head coaches are highly encouraged to attend a coaches clinic - not to exceed \$100 - Amanda makes a motion for CGAA to cover the cost of a coaches training not to exceed \$100. Matt seconds - all in favor, no opposed - motion carries

2. Board Stipends

- a. Currently all seated board members with a child playing for the association receives a stipend in the amount of their registration fee. Those who do not have a child currently playing do not receive any financial compensation. A broader discussion is happening at the main CGAA board on how to proceed with board stipends. Currently each division under CGAA handles this individually. It was discussed how we can move to make it more financially equitable across the board and settled on doing a lump sum stipend, rather than “reimburse registration dollar amount”
- b. Discuss what dollar amount each position should receive. Agreed that the President and treasurer would receive the highest amount, as those two positions require the largest commitment. The potential stipends are as follows:
 - i. President would receive \$2000 annually - payments bi-annually
 - ii. Treasurer would receiver \$1500 annually - payments bi-annually
 - iii. All seated board members would receive \$1000 annually - payments bi-annually
 - iv. Charlie makes a motion to provide stipends in the specific dollar amount depending on board position to begin in 2026, Jessica seconds. All in favor, no oppose - motion carries

3. Incident Reporting Form

- a. Currently live on the CGAA Softball website - listed under Home Plate tab
- b. Provides an opportunity for families, coaches, etc to report incidents that occur throughout the season. The form is directly sent to the Team Formation Committee to be discussed. This is not an anonymous form as there needs to be an option to follow up.

4. CGAA HS Team – USA Nationals Tournament – TN July 2026

- a. The 16U team was granted the exclusive invitation to participate in the US Nationals Tournament in Tennessee in July 2026.
- b. The team will be responsible for the enormous costs associated with the logistics of this opportunity. A discussion occurred on how we, as a board, can support the team in their fundraising. Many fundraising options were discussed, such as hosting a separate raffle, hosting a meat raffle/purse bingo, possibly creating specific spiritwear to be sold with proceeds going to the 16U team, etc. Looking into how local businesses may be available to help in their fundraising efforts. The discussion will continue at future meetings.

5. Meeting with Zac Docktor and Dan Harrison 11/9/25 to discuss the addition of an AED closer to the softball fields, the batting cages project, recruiting more girls to t-ball, etc.

6. Review CGAA Softball Rules of Play

- a. Any revisions need to be discussed and approved and voted on in our November Board Meeting

7. Upcoming Board Meeting

- a. November 16th at 6pm @ YSB

Action Items

Person Responsible

Deadline

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Matt make a motion to adjourn the meeting, Bridgett Seconds, Meeting adjourns at 5:00pm
