



The BYLA Board Meeting is the Third Sunday of the month at 7pm.

Located at Buffalo Heights Golf Course, 905 Central Ave. Lower level conference room. Next meeting: Aug 21, 7pm

All members are invited; however, a 5 day notice to the Secretary is required to be added to the agenda

AGENDA/MINUTES JULY 17, 2022

CALLED TO ORDER AT 7:02 PM

Attendance Report

Board Members:

Present: Stef Merz, Marisa Fergusson, Andrea Dyreson, Laura Neu, Megan Webber. Absent: Mike Swenson, Jenna Eng, Amy Anderson, Katie Schmidt

President Report (Mike Swenson- **absent**)

Open positions: President, Vice President, Secretary, Treasurer, Scheduling Coordinator, Marketing Coordinator, Fundraiser Coordinator, Field and Equipment Manager, Registration Coordinator.

Voting for positions scheduled for August meeting.

Vice President Report (OPEN POSITION)

No information to report.

Secretary Report (OPEN POSITION)

A motion to approve minutes for months of June 2022 was deferred. Minutes were not available at time of meeting.

Treasurer Report (Katie Schmidt- **absent**)

1. Cash Balance (end of prior month): Actuals are unavailable at time of the meeting.
2. Expenses paid (prior month):
3. Estimated Expenses Upcoming (this month):
4. Income received (prior month):
5. Estimated Income Upcoming (this month):

Lori McLellan, an outside accountant, has been hired to review and audit the financials, maintain the books, get mail and pay bills, etc for the time being. The accountant has received the BYLA treasurer email and QuickBooks log in information. As the term ends for the current treasurer, Katie Schmidt. The member's name will be removed from bank account, and the accountant, Lori McLellan, along with three board members, will be added.

Actions for July include obtaining bank statements from Old National and Wells Fargo, closing the Old National account, and completing all necessary forms to update Wells Fargo account, and finalize the audit.

Registration Report (Andrea Dyreson)

Registration for Fall Ball will be open until 08/15/2022. No late registrations will be accepted.

This season is meant for returning players, rather than new players, due to the limited number of practices.

We anticipate teams for Boys 12U and 14 U, as well as Girls 12U, 14U, and potentially 10U.

Season dates: Girls runs 09/11/2022 – 10/09/2022 with tournament 10/15-10/16/2022.
Structure is one (1) practice per week (mid-week) and one (1) game per week (weekend).
***Reminder! Age groups are according to the 2022-2023 season!

Box Lacrosse has been open to girls teams; however we have not been able to field one in the past. We are hoping to this year! All teams play 7v7.

Fall ball and tournament is anticipated to be \$2,225 (boys) and \$1,550 (girls). Fall league charges for the season and tournament together. GNLL charges for season and tournament separately. As such, the fee for the fall season is anticipated to be \$185 (boys) and \$165 (girls).

Boys Program Report (Stef Merz)

Recruitment/retention to focus on 10U level for next year. This level was the cohort most significantly impacted by COVID-19 shutdown spring-summer 2020 and COVID-19 restrictions spring 2021, negatively impacting the number of new players joining lacrosse.

Discussion on hosting a Boy Scout and Girl Scout event, as this was successful in the past.

Goal to provide clinics over the winter and Bring-A-Friend practice(s) before Spring/Summer 2023.

Discussions were held regarding potential for future summer clinics and further development as 'feeder' program. It was discussed that high school coaches are responsible for community ed/summer clinics, as they are during our season and their off season. Ideas for achieving greater involvement of high school coaches with the association were held, including expanding discussion to athletics director. A barrier includes coach turnover.

Girls Program Report (Jenna Eng- absent)

Goal to provide clinics over the winter and Bring-A-Friend practice(s) before Spring/Summer 2023.
Discussion on hosting a Boy Scout and Girl Scout event, as this was successful in the past.

Scheduling Report (Megan Webber)

Discussed process for scheduling games with MSLax and GNLL. MSLax scheduling is set up different from that of GNLL; as such, the girls did not have the same number of opportunities to play on turf this summer.

Megan's term expires Aug 2022. She will be available to train in the next scheduler and attend the scheduling meeting in the Spring with the new scheduler.

Marketing and Uniforms Report (Lori Noy)

Follow Buffalo Youth Lacrosse on Facebook and/or Instagram.

Plans to have J&J online store open for fall ball and Christmas.

Jerseys are ordered every two years to keep costs for families as low as possible. When jerseys are ordered and released, a lot of planning goes into the number assignments based on current team, and potential team the following year, to allow this repeated use of jerseys. Unfortunately, this does not always allow players to get their preferred jersey number. Additionally, depending on when registration occurs, additional jerseys may have already been ordered, anticipating the shipping delays we have seen the last two summers. Ultimately, summer registration only, or late registration, can result in fewer number options and/or delays in getting player jerseys.

When registering next season/year, you will be asked for your current jersey #. This allows us to track which numbers do become available, and to minimize risk of repeat numbers being on the same level/team.

Field & Equipment Report (OPEN POSITION)

The set of goalie shin guards was ordered but has not arrived.
It was requested that collapsible creases be discussed at budget meeting.

A long discussion on fields. Hoping to get back on the middle school field next year. Exploring other options for practice

fields, and sites for clinics. Discussion on City fields versus School fields, as well as difficulties we have had coordinating with school. For example, Northwinds field is owned by the city, but maintained by the school. The high school has been difficult to work with over the years, and discussion on other contacts that may be utilized. Discussed plan for reviewing contracts and field costs, alternative options before spring season.

Fundraising Report (Amy Anderson- **absent**)

Fall Golf Tournament is scheduled for October

Discussion on other grant and/or donation opportunities, including Coborns, American Legion, Ryans Auto Mall, and USA Lacrosse grants.

We have the opportunity to work the Gearhead Get-together in August, Maple Lake. Lions will pay \$15/hr to work at their food stand.

Volunteer Report (Marissa Ferguson)

Will be setting up a sign up for the Gearhead Get-together. More info coming, but all volunteers should be 18+ yo -or- any minor must be accompanied by the parent.

New Business

The following association members were in attendance: Mark Lemen, Ted Wurm, Erica Wurm, Tiffany Dixon, Beth Huddy, Ashley Kleist, Jessica Anderson.

The following association members were interested in serving on the board: Mark Lemen (Scheduling), Tiffany Dixon (Marketing), Brian Anderson (Field and Equipment), and Erica Wurm (Secretary, VP). There are still positions that we will need filled in order to have a full board of directors. Those interested should attend the August board meeting.

Paper ballots will be available for in-person voting at the August Board meeting (Aug 21, 7pm) at Buffalo Heights Golf Course, lower level conference room. For descriptions of positions, see Appendix A.

Meeting adjourned at 8:30 pm

Appendix A: Board of Directors, Club and Designated Representatives Responsibilities

President:

a) Chair meetings at club level. Oversee all general club functions. Attend governing bodies meetings and any other mandatory Lacrosse meetings.

Vice-President:

- a) shall assist the President in the performance of his/her duties
- b) the Vice-President shall act as the President in his/her absence
- c) responsible for reporting activities of the club to respective club volunteers, and for providing guidance and support to those volunteers
- d) representative of respective club volunteers

Secretary:

- a) shall keep a complete record of all meetings of the Association and of all business and correspondence transacted there, with meeting minutes distributed within one week of such meetings.
- b) shall ensure all statements, lists or other reports are filed as required by the State of MN or other regulatory bodies
- c) shall turn over all files, communications and documents pertaining to the affairs of the Association to their successor
- d) shall be responsible for notification of the Executive for the Executive Committee meetings.

Treasurer:

- a) oversee handling of all the Association funds, writing of checks, bank deposits, etc.
- b) shall maintain a continuous record, which must be kept up to date. They shall prepare, or have prepared, statements in the form of a balance sheet for the Annual General Meeting
- c) Upon leaving the position they shall turn over all books, papers, vouchers, invoices, cash and control of bank accounts to their successor or the President.

Registrar:

- a) shall be responsible for the proper registration of all players in the Association. Coordination of registration includes preparing online registration sessions
- b) responsible for the records of all registered players, and passing the registration information on to BYLC and the Division Coordinators
- c) works with the Treasurer and turns over all registration fees collected immediately.
- d) shall provide reports of the total number of players registered as required by the Board including final annual report.
- e) update membership lists.
- f) keep individual file copies of Birth Certificate and Registration Forms for each player.

Fundraising:

a) shall provide the Association with support for duties with regards to treasury, fundraising and general organization activities.

Equipment & Uniform Manager:

- a) responsible for the distribution at the beginning of the season and the collection at the end of the season of all Club uniforms, goalie equipment and other Association gear.
- b) reports necessary purchases to the Board, is advised by coaches, coordinators, etc. of any repairs required during or after the season, and arranges for repair or replacement
- c) arranges for off-season storage of uniforms and other equipment