

Baseball Annual Meeting – October 24th 6:00 PM

Attendees: Jamie Fontaine, Jeremy Laughlin, Angela Brau, David Verduzco, Tate Brandt, Eric Welter, Dan Jochum, Brad Keenan, Sam Winzenburg, Matt Breyer, Bre, Crystal, Ericka

Meeting called to order at 6:35 PM

Jamie gave an overview of the purpose of the meeting and an overview of our past year.

2020 Reflections

Jamie provided an overview of what went well and what could have went better. We were responsive to COVID. Communication improved. We could have had better roles and responsibilities laid out so new members had a better idea of what to do.

Jamie and Tate went over the treasurer role. Overall things went very well considering the pandemic.

Secretary – most things went well. Need to get minutes posted to website sooner.

Travel League – David provided an update. Lots of meetings. Timely communication. Tryouts went well with High School coaches. Having a season would have made things go better. Jerseys are ready to go for next season.

Director Youth League – flexibility to have season was great. The player development league was a success.

Community League – Increased participation. Strong engagement from participating communities. Offered 14u option but didn't end up happening with COVID. There is some risk of having lower participation in 2021 because most of kids in developmental league were travel league kids. We need to be more prepared to deal with COVID in 2021.

Players and Coaches Development – Developmental league went well. Fall youth clinics went well. No COVID cases. We want to continue to make connections between youth programs and the high school program.

Communications and Social Media – Communications director role established. We could collaborate better between meetings. We need a social media strategy, policy and consistent use to drive engagement. Communication director needs to be heavily plugged in to all aspects of the board. We need more lead time for parents to plan and better communication in order to do this.

Fundraising – not a lot done with COVID in 2020. We established a relationship with Chaska Cubs for the State Amateur tournament in 2021. 2021 focus is on a successful state amateur tournament for fundraising. Ensure coordinated fundraising efforts for everyone from CBA raising money.

Website/Webmaster – Website works well. Email templates work well. Field info added. We need better communication between webmaster and communication people. Better on boarding for new board members. Add instructional content to website.

Grounds crew – Things went well overall. Need to focus on long term maintenance and upgrades. Consistency of mounds, tools, etc.

Storage – Saving money by moving to Acorn. Cleaned out and organized facility. We had all the equipment we needed. We were left with a good blueprint of what we need for this year. We could get a new smaller storage unit just for concessions. We need to inventory things so we have a better idea of what we need to order.

Umpire – Everything went pretty well. We need to do a better job of communicating the need for an umpire sooner. We are going to be in need of umpires for the future. There is a shortage of umpires in most places.

Concessions – Didn't have concessions because of COVID. Adding different ways to pay. Looking at using some new vendors.

CBA – 2021 Initiatives

See attachment.

Board Rotations

Jamie gave an overview of board rotations and noted that the President and Vice President roles are up this year and need to be filled.

Tate Brandt was nominated to be President. Motion was seconded and approved unanimously. Dave Verduzco was nominated for Vice President and the motion was seconded and approved unanimously. Jamie suggested Tate get an email out within the next 30 days with open positions. A motion was made to make Jeremy Laughlin Communication/Social Media Coordinator. The motion was seconded and approved unanimously. A motion was made for Sam Winzenberg to be grounds crew leader. The motion was seconded and approved unanimously.

2020 Financial Year End

Tate gave an overview of the financials for 2020. We need to get a credit card or PCard set up for the use of a few board members.

Chaska Baseball State Amateur Tournament

Chaska is hosting the State Amateur tournament along with Waconia and Hamburg. We have an opportunity to do concessions for this Tournament as a major fundraiser for CBA. The Cubs will help with what we need to order. This is a big tournament and an excellent opportunity for CBA. We will need to have every family in CBA volunteer to help with this fundraiser.

2021 Calendar

Board needs to set some of the major dates at this point. We should consider moving the Chaska Classic one week earlier this year because Prior Lake doubled up on our traditional tournament weekend.

Chaska Baseball
Association

2020
Annual
Meeting



Agenda

Topic	Time	Detail
Welcome	5:45 – 6:00	Welcome
2020 Reflection	6:00 – 6:45	2020 Working Session – Success/Opportunities by function <ul style="list-style-type: none">• What “worked well” and “could be better”?
2021 Planning	6:45 – 7:30	2021 Priorities <ul style="list-style-type: none">• Develop priorities based on 2019 opportunities
Succession Planning	7:30 – 7:45	Board structure and succession planning <ul style="list-style-type: none">• Review structure and rotations
Financial	7:45 – 8:00	2020 Financial Performance <ul style="list-style-type: none">• Budget to Actual variance
State Amateur	8:00 – 8:25	2021 State Amateur Tournament – Planning
Calendar	8:25 – 8:35	Review annual calendar
Bi-Laws	8:35 – 8:45	CBA Bi-Laws
Close	8:45 – 9:00	Close

- Engage
- Respect
- Share

2020 Year in Review

Chaska Baseball – 2020 Reflections (President)

What went well?

- ▶ *Responsive to change and flexibility*
- ▶ *Communication improved*
- ▶ *Evolving the board roles and members*

What could have gone better?

- ▶ *Board position roles and responsibilities documented*
- ▶ *Financial reporting*
- ▶ *Risk mitigation – Background and training*
- ▶ *Communication, social media presence and guidelines*

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2020 Reflections (Treasurer)

What went well?

- ▶ No dropped ball in the unplanned transition of Treasurers
- ▶ Financially stable – able to weather the years challenges
- ▶ Demonstrated agility, met financial liabilities timely during the unprecedented time
- ▶ Coordinated season refunds with minimal issues
- ▶ 1 refund needed back, 2 checks cashed

What could have gone better?

- ▶ Financial reporting – cost accounting categories and monthly balance sheet report
- ▶ Recruit a numbers person and breakdowns and figure out what we actually put into travel baseball, youth, comm, etc.
- ▶ Financial impact of having SportsEngine manage refunds for youth/comm seasons
- ▶ Timely filling of annual taxes

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Secretary)

What went well?

- ▶ *Quick integration into new role.*
- ▶ *Accurately captured meeting minutes.*
- ▶ *Board was welcoming to new members.*

What could have gone better?

- ▶ *I need to get minutes to webmaster for website posting.*
- ▶ *Send out minutes quicker for review after meeting.*
- ▶ *Transition from old secretary to new. Passing any relevant info along to new board member.*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Travel League)

What went well?

- ▶ Communications and opportunities to participate in development leagues amidst the pandemic
- ▶ Timely communications allows players to make decisions on other opportunities
- ▶ 2021 10U-12U evaluations went well
- ▶ HS program partnership - new evaluation sheet and good notes/feedback




What could have gone better?

- ▶ Having a season




The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Director Youth League (ages 6-10))

What went well?

- ▶ Flexibility of directors to come up with a COVID 19 plan to save the summer season. 
- ▶ Player development league was a success! 
- ▶ August skills camp to include younger aged participants. 

What could have gone better?

- ▶ No Pandemic! 
- ▶ I could have stopped by a few games outside of the (12U which my son played in) to see how things were going. 
- ▶ I could have communicated with coaches to get updates. 

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Community League)

What went well?

- ▶ *Increased participation (+33% to 2019)*
- ▶ *Strong engagement from participating communities*
- ▶ *New 14u option had 8 registered*

What could have gone better?

- ▶ *No season, fewer direct learnings*
- ▶ *Most CBA Community League kids did NOT play Development League (2021 participation risk)*
- ▶ *Widespread program awareness. Differences & benefits compared to MBL/Youth Leagues*
- ▶ *Need proactive contingencies for Expo***

*** Thought starters for Expo Contingency discussion have been provided on following slide*

Chaska Baseball – 2020 Reflections (Youth & Community Expo Contingencies)

Scenario 1 (COVID levels improved):

- ▶ Traditional Expo with modifications to promote Social Distancing (spread times, form Pods)
- ▶ Opt-Out for concerned families (random team assignment)
- ▶ School/government dependent (use backup facility if no school access)

Scenario 2 (COVID levels like current):

- ▶ Postpone Expo to late April, hold at Comm Park
- ▶ Fast team formation, coach/player communication ready to send immediately
- ▶ Start season 1-2 weeks late

Scenario 3 (COVID levels slightly worse than current):

- ▶ Cancel Expo (hold option for yearend festival)
- ▶ Randomly select teams
- ▶ Start season when safe, no later than 6 weeks postponed

Scenario 4 (COVID levels higher, world ending):

- ▶ Cancel youth season
- ▶ Offer late summer camps if safe

Chaska Baseball – 2020 Reflections *(Players and Coaches Development)*

What went well?

- ▶ Developmental League
- ▶ Fall Youth Clinics – Good job Jeremy!
- ▶ Learned what we can and can't do during a pandemic.
- ▶ No COVID-19 cases

What could have gone better?

- ▶ *No pandemic!*
- ▶ *Player and coaches development (because of restrictions we were not able to have camps early in the year)*
- ▶ *Continue to make connection between youth programs and the high school program.*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Communication & Social Media)

What went well?

- ▶ *Communication Director role established*
- ▶ *Thoughtful decision making and parent communication about season*

What could have gone better?

- ▶ *Collaboration between and during meetings (getting stuff done virtually)*
- ▶ *Social Media strategy, policy & consistent use to drive engagement*
- ▶ *Comm Director needs to be heavily plugged into all aspects of board, particularly “baseball director” convo*
- ▶ *Communication timeliness (more lead time for parents)*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Fundraising)

What went well?

- ▶ Continued partnership with Chevy
- ▶ Establishing the partnership with the Chaska Cubs for 2021 state amateur tournament
- ▶ Created our foundation “*For the Love of the Game*”

What could have gone better?

- ▶ Covid-19 limited opportunities
- ▶ *Defining fundraising principles*
- ▶ *Establish a BHAG for CBA*

2021 focus

- ▶ *Successful State Amateur Tournament (both concessions and financial)*
- ▶ Ensure coordinated fundraising efforts – CBA, individual team, etc.

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Website/Webmaster)

What went well?

- ▶ *The website is flexible and can easily adjust with the times.*
- ▶ *Email templates*
- ▶ *Chaska baseball field information added to the website!*

What could have gone better?

- ▶ *Webmaster <> Communication director*
- ▶ *On boarding new webmasters*
- ▶ *Adding instructional content*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Website/Webmaster (cont)

What went well.

1. Ability to be flexible and adjust with the times.

When the decision was made to roll with the developmental league for 2020. We created a new registration, new league, new teams, new email lists, created a whole new field schedule all with the tools we already had at our disposal. There were many who chipped in with this. Nice work everyone!

2. Email templates

Making an email look semi-professional that is blasted out to hundreds of families was made a lot easier with the existing email templates. There is still a lot of tinkering with XML in the background, but the templates give it a nice look around the edges.

3. Chaska Baseball fields on the website!

Thanks to Tate, we have a map of all the sites Chaska baseball could be played at on the website. Anyone looking for a field in Chaska can now find detailed pictures with field numbers on our website

Website/Webmaster (cont)

What we can improve on

1. Communication

There were several instances this past year where a communication needs to be sent out. Smart person: "hey webmaster, send a communication" Rookie webmaster: "uhh....ok. I hope I say this right."

It takes time to create an email and make it look semi-professional. Just to be sure the entire message is being communicated, it would be very beneficial that if there is a communication that needs to be sent, that the SME type up the content the communication should have then turn it over the webmaster to distribute.

2. On boarding new webmasters

There were many silly questions were asked to get up to speed (Sorry David!). I wish I would've saved them all because the next person will probably have the same questions. Board member roles and responsibilities could be beneficial

3. Adding instructional content

We had many great ideas float around during the April/May time frame about how to get some content out to the Chaska baseball clubs and players. None of them made it to the website, unfortunately. I'll take the blame for some of that as I was just getting my feet wet at that time. Our website could be filled with content and call it the Chaska Youth Baseball "portal" where information is shared.

We have so many strong, knowledgeable coaches in the program that some may think it might be a waste to document or record a drill because we already know that. From the high school varsity program on down, we should be teaching kids the same way. Coaching clinics are one great way of transferring that knowledge. Another way is record a video, type up a document with pictures or drawings.

"The Chaska Way"

If there is a way the high school varsity coach wants kids to lead off (yes there are multiple ways a player can lead off a base), get the information on the website for coaches and others to see it.

Another example: Make a video of how to take care of the pitching mound after a game or how to chalk a field. There are probably dozens of You Tube videos out there about these things but none of them do it the "Chaska Way". There is opportunity to transfer knowledge via the website of how to coach the Chaska Way, take care of the field the Chaska Way, and play the game the Chaska Way

Chaska Baseball – 2020 Reflections (Grounds Crew)

What went well?

- ▶ *Existing Supplies Were Used With Nothing New Purchased*
- ▶ *Chalked for Developmental League Games*

What could have gone better?

- ▶ *Overall Inventory of Tools and Supplies*
- ▶ *Long-term Maintenance and Upgrades*
- ▶ *Consistency of Mounds, Tools and Supplies*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Equipment)

What went well?

- ▶ Saved money on storage
- ▶ Cleaning out, reorganized, and moved storage facilities
- ▶ We had all the equipment that was needed
- ▶ Tom Foss left us with a good blueprint of what was needed each year

What could have gone better?

- ▶ Rent a smaller storage bin for concessions and tournament materials...I believe would still be cheaper than what we were paying at other facility. Would make it easier to organize the baseball equipment that needs to be handed out
- ▶ Inventory everything we have...give a much better idea of what needs we have the following year
- ▶ Maintain getting gear back to reduce cost next year

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Umpire Director)

What went well?

- ▶ *The few games that required an umpire were filled.*
- ▶ *As per usual, parents and coaches generally treat umpires with respect.*
- ▶ *Prior to the season, I had umpires reaching out to me asking about game opportunities. But COVID impacts on the season dampened early enthusiasm*

What could have gone better?

- ▶ *Games requiring an umpire were not communicated well enough in advance.*
- ▶ *Payment method for umpires was uncontrolled. Parent donations at game or in a couple cases, coaches ponied up the \$\$*
- ▶ *Very few of my regular umpires responded to my need for a few games. New community outreach will be needed for next season.*

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

Chaska Baseball – 2020 Reflections (Concessions)

What went well?

- ▶ *Alignment with Governmental regulations during the pandemic....no concessions*

What could have gone better?

- ▶ Adding different ways to pay at concessions (using a square for card payments)
- ▶ Partnering with other organizations on ideas and different items for menu (example Bloomington)
- ▶ Looking at other vendors to use to find unique items or fundraising opportunities with items
- ▶ being able to have a season and be profitable to have sustainability for seasons to come

The 3 items will be used to celebrate our successes and identify opportunities and guide our planning for future success.

2020 Year in Review

Success

- Responsive and resource to COVID impacts on the season
- Agility demonstrated in developing opportunities for safe play in the pandemic (Development league, Fall Clinics, etc)
- Learned what "is" possible during a health pandemic
- Communication – timely COVID impacts and season updates, email templates, and field information on website
- Expansion of the Community League (+33% and 14U team)
- Transition/expansion of board positions – positioned for future success – established Communications/Social Media, Fundraising, Webmaster/Schedule)
- Committed board with good intent – respectful commination and support for each other
- Financial stability – transition, reimbursement, overall finances
- Foundation established, "*For the Love of the Game*"
- Saved of storage rental fee, relocated and organized storage
- Partnership with high school baseball program for evaluations
- Established partnership with the Cub's for the 2021 State Amateur Tournament host/fundraiser

Opportunities

- No COVID!
- Board position - Roles & Responsibility document, on-boarding transition of new memebers
- Financial - improved reporting
- Communications
 - Coordinate communications with Comm
 - Social media guidelines
 - Minutes posted to website
- Fundraising
 - Establish guidelines/policy for fundraising (what you get)
 - Limited opportunity with COVID
- Player development
 - More opportunity for coach clinics/training (limited with COVID)
 - Continued development of training content for the website
- Continue organizing our equipment inventory and improve accessibility
- Coordination with Umpires (schedule and payment) – how do we leverage technology
- Schedule management – centralize support, web based software, documentation for legacy transition

2020 Initiatives Scorecard

Goal	Initiative		Key Accomplishments
Strengthen our baseball community	<ul style="list-style-type: none"> Document R&R for board members and establish attendance requirements Evaluate board structure, term limits, and positions (Exec/Assoc/Committee) Establish new positions - Fund Raising, Communications, Scheduler Participate in community events - Taste of Chaska, River City Days, Fire & Ice, etc. 		<ul style="list-style-type: none"> Responsive to COVID-19 impacts Expansion of board, key roles filled Connection to the Cub's and alignment on State Amateur tourney
Improved Communication	<ul style="list-style-type: none"> Website management – define roles, limit access Build on 2019 success in communication – events, league reg, website <ul style="list-style-type: none"> Minutes distribution/posting League information Enhance social media presence, develop policy 		<ul style="list-style-type: none"> Communication around COVID changes impacts Improved templates for communication New web director
Focus on player development and a place for every athlete	<ul style="list-style-type: none"> Coach clinics – education and training Leveraging technology for training and evaluations Determine the organizational structure for Tournament team Management of Starters relationship (coaching) EOY/Season surveys for all levels 		<ul style="list-style-type: none"> Agility to respond to the impacts of the pandemic Established a development league and fall clinics
Ensure the financial stability of the CBA for next 10 years	<ul style="list-style-type: none"> Budget, align investments and enable player safety and development Develop financial reports with variance to budget and previous year spend Investment opportunity - establish a BHAG Align Cooperstown, Omaha, and league fundraising (stop knocking the same businesses doors) 		<ul style="list-style-type: none"> Established fundraising opportunity/partnership with the Cub's for State Amateur Tournament

2021 Goals & Initiatives

CBA - 2021 Initiatives

Goal	Initiative	Timing	Owner
Strengthen our baseball community	<ul style="list-style-type: none"> Document R&R for board members and establish attendance requirements Risk mitigation – coach screening, education, COVID participation plans Financial – recruit #'s person and re-establish the business cycle Participate in community events - Taste of Chaska, River City Days, Fire & Ice, etc. Enhance concession – food and payment options 	Q1 2021	President
Improved Communication	<ul style="list-style-type: none"> Social media guidelines/policy Connectivity of Communications with Directors and Webmaster, all messages/social media vetted by comms Improve transparency – meeting minutes posted, financial reporting Improve league director's connectivity with coaches and team (be visible) EOY/Season surveys for all levels 	Q3 2021	TBD
Focus on player development and a place for every athlete	<ul style="list-style-type: none"> Early planning for potential impact of the COVID on 2021 events/seasons (Expo, Youth, Community, and Travel leagues) Coach education and training, leverage technology, establish "The Chaska Way" Enhance the league explanations, better communication the benefits Continue developing the partnership with the high school program 	Q2 2021	TBD
Ensure the financial stability of the CBA for next 10 years	<ul style="list-style-type: none"> Successful 2021 State Amateur Tournament and fundraiser Budget, align investments and enable player safety and development Develop financial reports with variance to budget and previous year spend Establish fundraising guidelines/policy and set goal a 3-year goal , Align Cooperstown, Omaha, and league fundraising (stop knocking the same businesses doors) 	Q4 2019	Treasurer

2021 Board Rotations

Structure & Succession Planning

- ▶ Elections
 - ▶ President | VP Travel Director
 - ▶ Director Grounds
- ▶ Rotations
 - ▶ Registrations, Umpires
- ▶ Other business:
 - ▶ Term limitations
 - ▶ Eligibility - player participation
 - ▶ Annual elections

Board Position	Sitting Member	2020 Status
President	Jamie Fontaine	Active (3 rd year) – Rotation 2021
Vice President Travel Director	Matt Breyer	Active (3 rd year) – Rotation 2021
Travel Co-director	Dave Verduzco	Active (2 nd year)
Secretary	Dan Jochum	Active (1 st year)
Treasurer	Tate Brandt	Active (1 st year)
Director Registration, Uniforms & Apparel	Cara Hoye	Active (2 nd year) / transition in 2020
	Brianna Wydeven	Brianna transition into roll shadow through summer – transition fall
Director Player & Coach Development	Eric Welter	Active (3 rd year)
Director Youth League (ages 6-10)	Angela Brau	Active (1 st year)
Director Community League (ages 11-13)	Jeremy Laughlin	Active (1 st year)
Communications/Social Media Coordinator	OPEN	TBD
Director Fundraising	Ericka Waterman	Active (1 st year)
Webmaster Schedule	Brannon Weigel	Active (1 st year)
Equipment, Co-director	Brad Keenan	Active (1 st year)
	Sam Winzenburg	Active (1 st year)
Director Grounds Crew	Jon Tangen	Active (1 st year), Resigning role, no longer has a child participating
Director Umpires	Bill Remick	Active (4 th year) Identify backfill and rotate in 2021
Concessions, Co-director	Brianna Wydeven	Active (2 nd year) – Rotation to Registrations
	Crystal Fong	Active (2 nd year)



Financials 2020 YE Review

2020 Financial YE

Current Balance \$27.8k

2020 Summary

- \$70k

Primary expense:

- \$14k uniforms 2019
- \$9k P2P

2020 - \$47k

2021 expenses incurred YTD:

- \$5k Equipment
- \$12k Uniforms
- \$4k Cooperstown

2021 Goals:

- Improve financial position in 2021, ensure CBA can sustain events like 2020
- Financial reporting
- Accounting
- Credit cards for the CBA (define authorization and use policy)

2020 Financial YE

Current Balance	\$27.8
Summary of finances	
Balance 1 year ago (October 2019)	\$70.0
Expenses in late 2019 (for 2020)	
Uniforms 2019	\$14
P2P (winter training – travel teams)	\$ 9
Ending 2019	\$47
2020 investments (will defray cost in out years)	
Equipment	\$5
Uniforms	\$12
Cooperstown	\$4

2021 Goals:

- Improve financial position in 2021, ensure CBA can sustain events like 2020
- Financial reporting
- Accounting
- Credit cards for the CBA (define authorization and use policy)

Financial #'s In \$000

2021 State Amateur
Tournament -
Fundraiser



2021 Calendar



Closing



Appendix

- ▶ CBA Bi-laws
- ▶ 2019 Reflections

Bi-Laws

- ▶ Bi-laws review
- ▶ Key areas – membership
 - ▶ Executive – 15 members, 3 yr. term
 - ▶ Associate – 10 members, 2 yr. term
 - ▶ Committee
 - ▶ General
- ▶ Voting requirements

**BY-LAWS
OF
CHASKA BASEBALL ASSOCIATION**

**ARTICLE I
NAME AND LOCATION**

Section 1.01 Name – The name of the corporation shall be Chaska Baseball Association.

Section 1.02 Principal Office – The corporation principal mailing address shall be PO Box 441 Chaska, MN 55318

**ARTICLE II
MEMBERSHIP**

Section 2.01 Qualifications. The members of this corporation shall consist of three classes: (a) Executive members; (b) Associate Members and (c) general members. Associate and Executive members must reside within the District 112 school boundary, be at least 18yrs of age and have a child participating in at least one of the Chaska Baseball Association baseball programs or leagues. Associate membership shall be conditioned upon a majority vote by the standing Members with voting privileges. In the event the Associate or Executive members of this corporation wish to add additional Associate or Executive members or otherwise alter or change the requirements for membership in this corporation, they must do so at a special meeting called specifically for that purpose or at the annual meeting of the members and approve the changes by a majority vote of those members present. Any member may be expelled or removed from this corporation at a duly convened annual or special meeting of the members upon a two-thirds (2/3) vote of those members present. General Members shall be at least 18yrs of age and be a legal guardian of a child participating in at least one of the Chaska Baseball Association baseball programs or leagues.

Section 2.02 Annual Meeting. The annual meeting of the membership of this corporation shall be held in August of each year. At this meeting members shall be added or approved pursuant to the provisions of these By-Laws. Members shall also consider such other business as may properly come before the meeting, including a review of the past year's activities and budget.

Section 2.03 Special Meeting. Special meetings of the membership may be called by two-thirds (2/3) vote of the Executive Members. More than 50% of Executive Members must participate in the vote to constitute a valid vote. Such meetings shall be held at a time and place as designated in the notice of the meeting, which shall be given at least seven (7) days prior to the meeting. The meeting shall be held within the city limits of Chaska, MN.

Section 2.04 Notice of Meeting. Notice of the annual meeting of the membership shall be given by the secretary of the corporation – or another Executive Member appointed by the Secretary- by both posting the meeting time and place prominently on the home page of the corporation website and email to the general membership.

Section 2.05 Quorum: Required Vote. Except as otherwise provided in these By-Laws, a quorum for the transaction of business at any meeting of the membership shall consist of the lesser of thirty percent (40%) of the voting Members or seven (7) members with voting privileges.

Section 2.06 Associate Board Members. At the annual meeting of the general members, in addition to the election of the regular Board members, the annual membership may elect up to ten (10) individuals to serve for two (2) years as Associate Board Members. Associate Board members shall attend regular Board meeting and be entitled to participate in all parts of any such Board meeting except with regards to any formal votes with regard to the nominations for Executive Board positions, and that those having an interest in so serving shall submit their name. At the annual meeting of the general members, or at any meeting when electing an Executive Board Member to complete the term of a vacant position, the Board shall consider and propose as nominees all candidates who have

board members may obtain voting privileges as described in Section 3.05. At the annual meeting of the general members, in addition to the election of the regular Board members, the annual membership may elect up to ten (10) individuals to serve for two (2) years as Associate Board Members. Associate Board members shall attend regular Board meeting and be entitled to participate in all parts of any such Board meeting except with regards to any formal votes with regard to the nominations for Executive Board positions, and that those having an interest in so serving shall submit their name. At the annual meeting of the general members, or at any meeting when electing an Executive Board Member to complete the term of a vacant position, the Board shall consider and propose as nominees all candidates who have

ed, altered or replaced and new By-Laws may be adopted by the voice of the standing associate members may elect up to fifteen (15) individuals to serve for two (2) years as Associate Board Members. Associate Board members shall attend regular Board meeting and be entitled to participate in all parts of any such Board meeting except with regards to any formal votes with regard to the nominations for Executive Board positions, and that those having an interest in so serving shall submit their name. At the annual meeting of the general members, or at any meeting when electing an Executive Board Member to complete the term of a vacant position, the Board shall consider and propose as nominees all candidates who have

ed, altered or replaced and new By-Laws may be adopted by the voice of the standing associate members may elect up to fifteen (15) individuals to serve for two (2) years as Associate Board Members. Associate Board members shall attend regular Board meeting and be entitled to participate in all parts of any such Board meeting except with regards to any formal votes with regard to the nominations for Executive Board positions, and that those having an interest in so serving shall submit their name. At the annual meeting of the general members, or at any meeting when electing an Executive Board Member to complete the term of a vacant position, the Board shall consider and propose as nominees all candidates who have

**ARTICLE III
Executive Board Members**

Section 3.01 Powers. The business of the corporation shall be managed by the Executive Board. The Executive Board shall consist of a maximum of fifteen (15) persons but there is no limit on the number of Executive Board members who may be elected to the Board. Each Executive's term shall be a maximum of two (2) years. No person shall hold an Executive Board position for more than five (5) consecutive years. Meetings of the Executive Board may be called by the President or by any other Executive Member. Meetings of the Executive Board shall be held within the city limits of Chaska, MN.

Section 3.02 Vacancies. Any vacancy on the Board may be declared vacant by a two-thirds (2/3) vote at any meeting of the Executive Board, provided that all voting members of the Board have received notice of the vacancy. Delegation of such a vacancy shall constitute a vacancy. The Board may elect a substitute for a vacant seat.

**ARTICLE VI
AMENDMENTS**

Section 6.01. These By-Laws may be amended, altered, repealed or substituted for, and new articles may be added, altered or replaced and new By-Laws may be adopted by the voice of the standing associate members may elect up to fifteen (15) individuals to serve for two (2) years as Associate Board Members. Associate Board members shall attend regular Board meeting and be entitled to participate in all parts of any such Board meeting except with regards to any formal votes with regard to the nominations for Executive Board positions, and that those having an interest in so serving shall submit their name. At the annual meeting of the general members, or at any meeting when electing an Executive Board Member to complete the term of a vacant position, the Board shall consider and propose as nominees all candidates who have

**ARTICLE VII
MISCELLANEOUS**

Section 7.01. This corporation shall end on September 30 each year. The books and records of this corporation shall be kept in such manner as is usual in like corporations. Necessary books of account and other books requisite to a full and correct record of the business of this corporation shall be kept in such manner as is usual in like corporations. The books and records of this corporation shall be kept in such manner as is usual in like corporations. The books and records of this corporation shall be kept in such manner as is usual in like corporations.

Name / Title

Chaska Baseball – 2019 Lesson Learned (*Treasurer –Tate*)

What went well?

- ▶ Financial reporting / transparency
- ▶ Retail (\$14k in revenue)
- ▶ Cub's partnership

What could have gone better?

- ▶ Board attendance / engagement
- ▶ Expense details, transparency, budget and variance reporting
- ▶ Governance around fundraising
- ▶ Automation of payments (debit card/credit card)
- ▶ 401c3 certificate

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Travel Baseball – Matt/Dave)

What went well?

- ▶ Chaska Classic – collaboration with Cooperstown team
- ▶ Winter workouts – combination of P2P (esp. 13/14's), dome, and gym
- ▶ Evaluations (combo indoor/outdoor), selection process
- ▶ Starters coaches at 14's
- ▶ Umpire program
- ▶ Communication with parents of kids whose player team changed (AAA to AA, etc)

What could have gone better?

- ▶ Tournament registrations
- ▶ Communication with coaches – dome use, per season, parents
- ▶ Management of Starters coach program and comm with parents
- ▶ Travel organization (age commissioners)
- ▶ BT umpire challenges
- ▶ Educating parents on their role in supporting umpires
- ▶ #s at younger ages....is it a trend?
- ▶ Evaluation communication timing – get the word out
- ▶ Tournament team become a part of travel team
- ▶ Fields for 12/13's

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (*Player Development - Eric*)

What went well?

- ▶ Relationship with P2P and development opportunities
- ▶ Evaluation and tryouts process
- ▶ Developing players at every level
- ▶ Camps – multiple (high school, summer)
- ▶ Coach education and training

What could have gone better?

- ▶ Add technology to evaluation process
- ▶ Camps and or lessons, opportunities to pull high schoolers to running training
- ▶ Communication with coaches
- ▶ Social media to support training opportunities

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Youth League - Andy)

What went well?

- ▶ Balance of practice and games
- ▶ Coach coverage (we didn't have to scramble)
- ▶ YE tournament

What could have gone better?

- ▶ Communication – coach education, pre-season expectations
- ▶ Player draft – need a plan and be organized (should we eliminate)
- ▶ 50/50 practice games
- ▶ Schedule teams equally

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Community League - Tate)

What went well?

- ▶ Communication from Community League
- ▶ Competitiveness of league/Chaska teams
- ▶ Good feedback from coaches about the league and other communities

What could have gone better?

- ▶ Connecting with coaches
- ▶ Competitive teams and want to continue (14/15's for 2020)
- ▶ Field availability at 12/13's

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (*Grounds – Jesse*)

What went well?

- ▶ Fields we usually chalked
- ▶ Materials available
- ▶ Partnership with the City on maintenance

What could have gone better?

- ▶ Equipment is poor, need to invest
- ▶ Box for Comm #4
- ▶ Storage of equipment and YE maintenance

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (*Equipment – Foss*)

What went well?

- ▶ Distribution of equipment and returns – convenience for coaches
- ▶ Organization of the storage unit

What could have gone better?

- ▶ Taking care of equipment
- ▶ Condition of equipment
- ▶ Return of equipment for youth league
- ▶ Training aids for teams (in addition to tee, heavy, whiffle)
- ▶ Mounds for fields – purchase for Classic

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Concession/Volunteers – Crystal/Bre)

What went well?

- ▶ Volunteers (minus the classic thinking that was due to the weather)
- ▶ Concession was a good value – both to families to association – product and profit
- ▶ The partnership with the cubs concessions was great!

What could have gone better?

- ▶ Communication including coaches letting us know about Chaska Cubs games
- ▶ Board members on deck - tryouts, expo, Chaska Classic, and YE tournament
- ▶ Classic volunteers for concessions
- ▶ Develop a policy statement about volunteers

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Registration– Cara)

What went well?

- ▶ Uniform ordering, timing, quality, and \$50 coaching credit
- ▶ Apparel site went well – quality and price point
- ▶ Registration set up timely and efficient

What could have gone better?

- ▶ 2nd round of bundles ran into issues with timing
- ▶ Identify what is a registration question and what needs to be escalated to league Director

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Secretary – Shelly)

What went well?

- ▶ Consistency of agenda and minutes posted
- ▶ Pictures successful, location and timing
- ▶ Chevy BB Fundraiser

What could have gone better?

Secretarial Responsibilities:

- ▶ Meeting Notices – Post on website
- ▶ Board Meeting Agenda - Created and distributed prior to the meeting
- ▶ Minutes - Standard format – Posted within 48 hours

Pictures:

- ▶ Communication – get in front of it

Expo:

- ▶ More activities – Schedule haircuts and more vendors
- ▶ Coordinate earlier and have more volunteers
- ▶ Coolers vs. renting the concession stand

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Umpires – Bill)

What went well?

- ▶ Coverage of games and flexibility
- ▶ Development of umpires
- ▶ Competency

What could have gone better?

- ▶ Equipment for umpires
- ▶ Provide clickers and T-Shirts
- ▶ Application / software for scheduling

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

Chaska Baseball – 2019 Lesson Learned (Tournament Team – Matt)

What went well?

- ▶ Competitive team
- ▶ Good introduction to traveling baseball and next level of competition

What could have gone better?

- ▶ Communication, team selection, what to expect, coordination
- ▶ Registration for Tournament team through the Youth League team
- ▶ Competitiveness of 10A team

We'll use to 3 items to both celebrate our successes and identify areas so we have a roadmap for future success.

JANUARY 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Notes:

- Jan 01** New Year's Day

- Jan 18** M L King Day

- Secure Gym for Baseball Expo (youth/community league)

- Winter workouts – Dome cages (open Sundays)

- Open Youth/Community League registration – last week of January

- Open Travel Baseball (13/14) registrations – last week of January

- Uniform sizing all Travel baseball 2nd/3rd week

- Order uniforms – last week in January

- Monthly CBA meeting

- Expo planning meeting

FEBRUARY 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6

Notes:

- Feb 14** Valentine's Day

- Feb 15** Presidents' Day

- Travel baseball (10-12) – Winter workouts at P2P (starting President's Day) – time 5 days per week (time assigned by age group)

- Travel League – Metro Directors Meeting

- Online Apparel store opens (refreshed)

- Travel League 13/14 – winter workouts x2 week with P2P instructor Feb/Mar

APRIL 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1

Notes:

Apr 02	Good Friday
Apr 04	Easter Sunday
4th week	Youth/Community League – Coach camps Travel Baseball all levels – indoor training at P2P – outdoor weather permitting
1st weekend	Youth/Community League Expo Tournament Team evals – Sunday following Youth
3rd weekend	Travel Baseball – Metro League scheduling meeting (mandatory) Youth/Community League Coach selection
3rd Tuesday	Youth/Community League team draft Youth/Community League teams announced Youth/Community League team pages created
2nd week	Distribute uniforms
1 week	Equipment distribution Travel teams Equipment distribution – Youth/Community League teams
3rd week	Travel Baseball Coaches meeting Umpire requiting Concessions – Opening activities Concession for Expo
Late in April	Community League schedule/coordination meeting

MAY 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Notes:

- May 09** Mother's Day

- May 31** Memorial Day

- 1st week** Youth/Community League – practice begins 1st full week of May

- Travel Baseball – League play begins

- May 15-17th** Chaska Classic – 3rd weekend (14th-16th)

- Youth/Community League – games begin

- Youth/Community Opening Day Festival – 2nd Saturday of month

- Participation in “Taste of Chaska”

- All league picture day

- Community Coach meetings

JULY 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Notes:

Jul 04 Independence Day

Jul 05 Independence Day Holiday

Close out concessions – sell unused product back and reconcile account
Equipment return (coordinated with Youth league tournament)

AUGUST 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Notes:

Finalize winter workouts (Gym, Dome, P2P, Starters)

YE Coach/League survey – Travel League

YE Coach/Player Evals – Travel League

YE Survey for Coach, family, umpire, etc.

Equipment return (Travel) – 2nd week

Uniform Return

SEPTEMBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2

Notes:

- Sep 06** Labor Day

- Sep 11th & 18th** Travel Baseball Evals (10-12) – 2nd & 3rd Saturday's

- Sep 19th** Coach Interviews (2rd Sunday)

- Sep 23rd** Team Selections mtg – 4th Thursday

- Sep 25th** Teams announced – 4rd Friday

- Create team pages, coach access for Travel team

- Cooperstown Team – 1st installment due (\$1500 pd)

- Monthly CBA meeting

- Equipment Shed Clean up and Inventory last week of September

- Sandlot – 2nd week of Sept – 1st week Oct

OCTOBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Notes:

Oct 11 Columbus Day

Oct 31 Halloween

Annual Planning meeting - 1st
weekend Oct

Budget creation

NOVEMBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Notes:

- Nov 11** Veterans Day

- Nov 25** Thanksgiving Day

- Cooperstown Team – 2nd installment due (\$1500)

- Uniform inventory/vendor selection

- Website: archive previous year team pages, registrations, etc.

- Board meeting

- Travel tournament selection and registration

DECEMBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

Notes:

Dec 25

Christmas

No board meeting (off)

Ensure online apparel is available