**CENTER GROVE ULTIMATE FRISBEE BOARD MEETING MINUTES**

**December 4, 2017**

  **In attendance**:  Jake Phillips, Ed Sulya, & Julie Anderson

1. **QUICK REVIEW OF ACTION ITEMS FOLLOW UP:**
	* Sheri received debit card
	* Tax exempt form needs updated and provided to Amber.

***ACTION: Ed to update tax exempt form and send to Amber.***

1. **FINANCES: Ed**
	* Ed provided and discussed a spreadsheet of CGUC overall budget. Large balance now but payment pending for fees, uniforms, USAU, etc.
	* Spring budget: Compared and discussed perspectives for items to be included in the budget from both Jake and Ed. Need to consider overall costs, higher bid fee and hotel cost (coaches) for Paideia Cup, inflation, etc. Currently, planning on worst case scenario.

***ACTION: Jake to update the operating budget and compare/discuss with Ed and board at next meeting.***

1. **TRUSTEE’S REPORT: Sheri via email**
* PaidPO Box fee for 12 months ($90).
* Amber reimbursed for Huckaween hotels.
* Girls Rivertown bid payment ($400)
* Update checks on next order.

***ACTION: Sheri to order new checks with updated information in January, 2018***

1. **SPONSORSHIP PACKETS AND CONTACTS: Goal $7000**
* Currently running $800-1000 short of goal. The club pays sponsors $730 to pay us. Still need to expand sponsorships.
* Discussed need for blast email to all current players’ parents for sponsorships. .

***ACTION:***

* ***Jake to send an email to families and post on social media for sponsorships.***
* ***Ed to continue following up with previous sponsorships.***

1. **WINTER LEAGUE AND CONDITIONING:**
	* Winter Conditioning: averaging 30-35 each session. Discussed payment for Brian at the end of the Physical conditioning coach contract in March.
	* Winter League: starts January 8, 2018
		+ 1. Increased profit with no disc provided. Discs provided for fall only. Closed registration late due to computer issues. Currently have 13-14 girls and 45 boys registered. Based on numbers, will likely have 4 boy’s teams and 4 pods for girls.
			2. Jersey order with count, color and sizes needs to be communicated with Mat at Breakmark ASAP. Jake to supply Julie with info. Will use current logo of Center Grove Ultimate circle.

***ACTION:***

* ***Jake to send shirt sizes, quantity and colors to Julie.***
* ***Julie to contact Mat at Breakmark with sizes and quantity for jerseys ASAP.***
1. **SPRING SEASON PREP:**
	* Coaching positions: Positions solidified. Need to print contracts for signatures this month. Information collected for USAU.
		+ 1. Winter: Jake and Jackie will be present.
			2. Spring: A Team = Jake and Levi; B Team = Brian; Freshman = Jimmy & Ryan if needed; and Girls = Jackie and Katie Dyer.
	* Bids: Rivertown has been cancelled for boys (check cancelled) and replaced with Paideia Cup in Atlanta which has been paid. Neuqua Knockout paid.
	* Hotels: Need to book all hotels for tournaments now. Jake to contact Amber with number of players/rooms.

***ACTION:***

* ***Amber to reserve hotels for the tournaments when Jake provides number of players/rooms.***
* ***Jake to print contracts and obtain signatures from coaches.***
1. **RULES, EXPECTATIONS, AND CONTRACTS FOR TRAVEL:**

The board members discussed the evolution of the club and the need to travel contracts to be signed by both player and parent that explains possible consequences based on the severity of the offense judged by the board. Plan to include this in spring sign ups with the deadline of verbal explanation of contract to players/parents before the 1st travel tournament. Discussed the samples provided. Ed mentioned online contracts and fees with electronic signatures as an option.

***ACTION: Jake to draft a contract for review by the board.***

1. **SPIRIT WEAR:** Awaiting deliveries and will prepare email for pick up times when ready. Discussed 1 vs 2 spirit wear stores and agreed on 1 per year.

***ACTION***

* ***Julie to prepare email for pick up and send to Jake when appropriate.***
* ***Julie to complete inventory and packaging of orders for pick up.***
1. **TROPHY CASE:**  Jake sent a follow up email but no response.

***ACTION: Jake to follow up with CGHS on available trophy case.***

**NEXT MEETING: January 8, 2018 at 7 pm at Julie’s home.**

**Please send agenda items to Julie.**

**Submitted by Julie Anderson, CGUC secretary**