**CENTER GROVE ULTIMATE FRISBEE BOARD MEETING MINUTES**

**March 13, 2018**

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

1. **FINANCES: Ed**
	* D & O Insurance to be paid after speaking to the agent. Cost $656
	* Ed determined finances based on all payments from players. Need to finalize coach payments/contracts. Payments for Levi will be handled informally. Should break even.
	* Need refund from Rivertown; Jake to follow up on previous request. Full amount $400.
	* Tracking players’ payments: Jake is tracking players on the payment system. Need to follow up with each player on the outstanding balances and due dates.
	* All team fees including additional A team fees should all be paid at this time unless on a payment plan.

***ACTION:***

* ***Ed to pay D& O insurance.***
* ***Jake to request refund from Rivertown***
* ***Jake to contact players with outstanding balances and/or on payment plans via email including due date***
* ***Jake to email Ed coach payments and contracts.***
1. **TRUSTEE’S REPORT: Sheri**
	* Paid: IN Invite for A & B teams; Breakmark for jerseys and uniforms.
	* Receipt from Jake turned in for field paint ($42) and will reimburse.

***ACTION: Sheri to reimburse Jake for field paint.***

1. **SPONSORSHIPS:**
* Jeff Air check received. Need to obtain logo from the past.
* Alley Cat tickets need to be purchased. Level will determine amount of tickets.
* Sponsorship shirts need to be ordered. Ed has sizes from sponsors.
* Banner to be purchased with 2 sponsors. Ed provided past receipt ($308) from Fast Signs to Julie as a guideline. Better to order 3x6 vs 4x8 to zip tie to canopies. Ed and Jake to obtain logos and Trojan head for the banner. Need it before April 7-8, 2018.

***ACTION:***

* ***Jake to purchase Alley Cat tickets (1/2 price in the past).***
* ***Ed to send shirt sizes to Julie.***
* ***Jake and Ed to send logos and Trojan head to Julie for banner.***
* ***Julie to order shirts from Breakmark – Mat***
* ***Julie to order banner for delivery by April 7-8.***

1. **SPRING SEASON:**
	* Coaching: Jake to send contracts with fees to Ed. Noted above.
	* Bid Fees: Paid IN Invite fees for A & B teams. IN State fees aren’t available yet. Neuqua and Paideia paid.
	* Spring Sign-ups: All girls opted to play with B team. Teams set.
		+ 1. Travel contract updated before the 1st away tournament on April 21.
			2. USAU forms/waivers and fees to be completed.
* Uniforms: Completed, paid and in route. Tournament jerseys included.
	+ Hotels: Amber to email report to board members on hotels and travel info.
	+ Team Photo for CGHS:Will plan on April 5th for team pictures. Jake to contact Ian or Jeremy (can get photographer from Media Arts at CGHS).
	+ IN Warm-Up: Bid fee = $300 (weebly = $90).
		- 1. MGES fields: have 3 fields. Markers are hopefully still there for lines and measuring. Will use leftover field paint and need machine. Complete on Thursday or Friday.
			2. Schedule: 830 am Captains meeting; 9 games. Round robin style with top 4 competing in semi and finals and the other 3 in the lower bracket.
			3. 7 teams attending and schedules sent out. PMHS will pay on Saturday.
			4. Volunteers all set for food bags (5 total), pizzas, set up and take down. Do need 1-2 moms per team for the season to organize and buy food ($25/team/event)
			5. Tournament items ready: 2 tables for HQ and 2 tables for water stations; Port-a-lets on Friday. 2 tents for HQ. 1st aid kit available. Airhorn. Need flags & ice
			6. Need bracket to post on plywood.
			7. Trainer: not required and will not pursue this year. Ed has insurance form and Jake will print off IUF emergency guidelines to supply to coaches.
			8. CGUC store: will sell tournament jerseys for $15/each as well as past CGUC items we have in storage. Need to clarify cost of shirts and # ordered as it differs from last months minutes which stated: 32 jerseys ordered with 1 for each team bag and 20 to sell at $20 each. Will need cash box ($200)
			9. Film: Ian will film CGUC teams and will be paid after film is received. Editing by Mitchell or others interested. No tournament game film for other teams this year

***ACTION:***

* ***Sheri to pay IN State fees once link is open. Jake to send link.***
* ***Jake to have players sign the travel contract electronically prior to Neuqua on April 21, 2018***
* ***Jake to pay USAU fees and submit the forms/waivers.***
* ***Jake awaiting all uniforms and tournament jerseys.***
* ***Amber to email hotel updates/report to the board members.***
* ***Jake to contact Ian or Jeremy for photographer for team photo. Aim for April 5th.***
* ***Jake to bring field paint and machine to mark fields on Thursday with Ed (Friday is back up day)***
* ***Jake to request 1-2 team moms for A and B for the season.***
* ***Jake to send bracket to Ed. Ed to post bracket on plywood.***
* ***Jake to print off IUF emergency guidelines to supply to coaches at check-in.***
* ***Sheri to prepare a cash box for tournament store ($200).***
* ***Jake to clarify the cost and # of tournament jerseys.***
1. **DINE TO DONATE: Julie**
* Check from Stacked Pickle for $143. Not in PO Box
* Future dates: April 3 – Chick-fil-a; April 17 – Culver’s

***ACTION:***

* ***Julie to follow up with Kathy regarding Stacked Pickle and Arni’s checks.***
* ***Jake to send email with future dates then email with certificate closer to event.***
1. **BANQUET: Sheri & Julie**
	* Volunteer needed to chair with committee.
	* Will proceed with Jeff Edwards, caterer, who provided a cost of $10/person to include chicken tenders, green beans, slaw, mashed potatoes, fried biscuits with apple butter, dessert and lemonade or tea. .
	* Would need to plate the chicken and monitor amounts so all would have food.
	* 47 players would be paid for by CGUC in cost ($350). Guestimate 150 total.
	* Other attendees cost $12 and will pre-pay RSVP (non-refundable) via selling tickets at IN State or online with weebly fee as we need accurate counts as we pay for number turned in prior. Not to be advertised but will accept a few at the door for $15/person.
	* CGHS Café reserved for May 22 from 5-9 pm with start time of 6-630 pm. Will need to verify closer to time. Scott Knaup, Asst AD is contact. Jake is employee of CGHS so can have access to AV set up with code.
	* Senior slide show: Julie will communicate with senior moms and collect pictures for slide show.

***ACTION:***

* ***Sheri to communicate with caterer.***
* ***Julie will verify banquet date and AV access closer to event.***
* ***Julie to collect pictures for slide show.***

**NEXT MEETING: Tuesday, April 10 at 7 pm at Julie’s. Please send agenda items.**

**Submitted by Julie Anderson, CGUC secretary**