

## TASO - Austin Chapter Volleyball

### Board Meeting

4/4/2018 6:30PM

Online Via Webex

#### Call to Order 6:40PM

Attendees – Kevin Carlyle, Roni Downey, Janiece Nelson, Bonnie Caddell, Christle Miersma. Absent were David Plaisance and Chez Slayton (previous volleyball assignment) and Teresa Fierro.

Approval of Minutes – Motion to accept by Janiece, seconded by Bonnie; approved with no objections.

#### Treasurer's Report – Bonnie Caddell

- Budget is posted on Arbiter website for member review.
- Bonnie reported that all scrimmage fees from previous season have been paid.
- Kevin noted that any member delinquent in fees would have to pay the delinquency when they rejoin.
- Bonnie reported the bank account should be updated with new chapter name prior to next meeting
- Bonnie raised the idea of spending down our large balance with a give-back to the membership
- Meeting room expenses were discussed; Christle reported she's still waiting on RSVPs for the train-the-trainer meeting so she'll know what kind of space she'll need

District Director Report – David Plaisance (no report).

#### Assigner Report – Janiece Nelson

- Janiece has sent the coaches letter and matches are being entered into Arbiter
- She has sent the availability letter to officials and they may start entering their blocks
- Janiece has been adjusting Arbiter to handle single match entries per their instruction
- Janiece will contact Arbiter to understand why we're still getting the notice from Arbiter about entering single match information; Roni was concerned that it may have gone to all members but it only went to administrators
- Bonnie asked about the Sector designation on the availability form as there wasn't a lot of room; Janiece said that part of the form was optional (page 2 of the distribution)

#### Trainer Report – Christle Miersma

- Christle has contacted the other at-large reps and should be able to meet on Thursday, 4/5 to review the materials for the At-Large Rep meeting
- A Webex meeting was added to the calendar for June 18 to review actions required from gym entry to conclusion
- She hasn't had luck finding someone to be the assistant trainer for a variety of reasons (withdrawn name, job, issues with speaking in front people, etc)
- Very few responses for train-the-trainer (TTT) meeting to flesh out the evaluation and training team
- She's updating new member orientation and TTT presentation
- Kevin noted the calendar has been updated with meeting/training dates
- Christle intends to update the calendar with meeting topics

- Roni reported she has 37 new people including 3 transfers (one of which is a dual member); she sent them the availability form and provided the orientation meeting dates. Since January she estimates she's sent 4 to 5 communications.
- Bonnie asked if the 37 included those who've already registered – the answer is yes.
- Roni will send more comms as summer leagues and orientation meetings are firm.

#### Action Item Review

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#### Other Business

At-Large Rep Responsibilities – tabled as Teresa and Chez are absent

#### YBM Food (Your Beginning Meeting)

- Considering switch to beginning because of more attendance and easier to coordinate given we're not busy officiating
- Christle thought this was a good idea
- Bonnie agreed as long as we were still providing food – Kevin reminded that two of the meetings are webex so no pizza there
- Janiece and Roni said this may allow better variety of food at end of season
- Roni added this would be good idea to promote socializing and kick the season off well
- Kevin asked for volunteers to coordinate – Roni volunteered (*Action item – Roni to coordinate food offering for the season opening meeting*)
- Kevin asked what the budget was for food. It is \$4000 and \$1700 has been spent (end of prior season meeting spend)

#### New Business

- Kevin met with Ian about the website;
  - Ian has a friend helping him finish the application and payment system. He expected to have that completed later this week
  - Kevin said for \$20/month, 100 applications with payments would be processed through our Square account. If we thought we were going to exceed, we could split applications and payments (like when we get renewals at end of the season). Kevin and Bonnie thought 100 would be unlikely to be reached.
  - Data captured would be in Excel rather than a database
  - Bonnie asked if she received a paper application if the payment could be processed online – *Kevin will check*
  - Christle asked if scrimmage credits would be able to be factored into the process. Kevin said the system would allow whatever amount the person entered which may lead to over or under payments requiring reconciliation or more payments.
  - Bonnie said this would greatly improve getting payments and cut down on excuses from members not paying on time
  - Christle asked about the integration between the online cart in Square and Quickbooks; a very long back-n-forth ensued about the process; Kevin said we'd need to find out from Ian. Christle volunteered to help given her current business experience. Kevin closed the discussion and said he'd report once he heard from Ian.
  - Bonnie asked if there were also transaction fees on top of the \$20/month. Bonnie said Square's transaction fee was 3.2% and the fee may go up if they interpret us as Commercial.
- Kevin next discussed the Google Calendar that is now posted on the website and all the new features available

- Christle noted with this we now have two calendars (the other being the training calendar she maintained); Kevin noted the training calendar was in the master calendar and Christle thought it wasn't, so time was taken to review the differences. Christle didn't see any new member information on Kevin's calendar. Kevin agreed he didn't have any spring/summer league training information
- Roni agreed with Kevin that we didn't want to confuse members in what their individual meeting requirements were
- Christle thought having two calendar would be confusing; *Kevin will look into event color coding as a solution. Kevin will give access to Christle to update the main ACV calendar so we have just one calendar.*
- Roni raised new business items (7:44PM)
  - She wanted to pursue Bonnie's idea to spend down the balance and wanted to understand how we were going to move forward.
  - Janiece suggested asking members for their interest from a menu of items of available
  - Kevin noted our previous vendor is no longer a TASO approved vendor leaving us with only two authorized vendors – Stripes Plus and Officials Gear Outlet. Kevin asked if anyone could contact the vendors before the next meeting to see what kind of deal we could get.
  - Christle asked if this topic would be good information to be disseminated at the At-Large rep meeting. Kevin responded since those meetings went into July, we wouldn't have enough time to get the order in and we needed to have a decision on vendor by next meeting and choices by members that month for a June order placement for distribution at first chapter meeting. The At-large reps could distribute packages at that meeting.
  - Bonnie asked if Kevin would check with Ian about collecting any money from those who ordered more than what the chapter was offering – *Kevin will check.*
- Roni's next item was the treasurer's report from March since Bonnie missed that meeting and no report was provided. Do we need to get a report or is what we have for April OK? Kevin said the March budget report was posted in Arbiter so we should be fine.
- Roni wanted to clarify if we were going to do a webex test later in the month prior to the May chapter meeting webex. *Kevin took an action to plan that testing.*
- Roni asked about the timing for Sunday scheduled meetings. Kevin/Roni suggested we shoot for an afternoon start time.
- Roni asked if we were sending meeting invites through Arbiter as events so they'd show up on their calendar when they accepted and to help us track attendance through Arbiter. Roni suggested we do the same for the Webex meetings, and that we needed to get times on the events to help members with their planning. Christle is working on her calendar, but the question about whether admins could set up events in Arbiter was raised. Janiece said admins could and she said she'd show Christle how do to that.
- Bonnie expressed her disappointment that we had Sunday events planned and discussion ensued about changing the July 15 Sunday offering to Thursday, July 19<sup>th</sup>. All agreed and both calendars were updated.
- Christle asked if we needed a gym facility since this July 19 was advanced clinic. All agreed we should try to hold it in a gym; *Christle will research*, but she asked if we're offering any incentives like we did last year at Travis and Brentwood.

Executive Session 8:08PM

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Meeting Adjournment 9:43PM