**Iowa Racquetball Association Meeting**

**Oakmoor Racquet and Fitness Center, Des Moines -- February 3, 2013**

**In attendance:** Susan Acoymo, Denny Baysinger, Don McCormick, and Josh Paul\*

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| \* Due to low attendance, minutes were not approved, nor were new business items discussed. This meeting therefore took the shape of a tournament planning subcommittee meeting. **Please read these notes carefully and respond where requested or in cases where you are in a position to help out.** |

**Shirts**

* With more than 80 entries likely, we may not have enough shirts. Solution: IRA members will contribute their shirt back to the player pool and wear other shirts that the vendor may be able to provide. Request: Josh, please ask your shirt printer if they can do an additional run of 10 screenings (5 medium, 5 large, if possible) using whatever color they have in stock, provided it looks ok with our requested printing pattern.

**Fundraising**

* Only funds received or promised by noon on Wednesday will be recognized on the information sheet. (See section on Tournament Table, Check in.)
* Jeff called in briefly and was encouraged to raise funds ASAP, not only for this event but for upcoming IRA events, including a possible event in QC, a one-day shootout and Junior Nationals.

**Divisions**

* So far, we have determined that we will be able to accommodate the following divisions, with some rearranging of players, of course. We have not discussed all divisions and we know of at least three players who have yet to register. Deadline is tomorrow at noon. Players can call Susan (515-490-6081) with late entries.
  + Men’s Open
  + Boys 16 and Under Dubs
  + Juniors A
  + Juniors B
  + Juniors C
  + Women Open/A
  + Women B/C
  + Mixed Open/A
  + Men’s Dubs 35+
  + Men’s Dubs A
  + Men’s Dubs B/C

**Awards**

* Josh needs to order medals tomorrow. Susan will be in touch with him regarding how many we need. We determined it might be best to to order a limited number of medals but a wide variety of stickers to affix to them once we are 100% sure of the divisions.
* Lesson for next time: close registrations earlier so we have time to order awards.
* All juniors will get a medal.
* Bryan: Please connect with Racquetball Warehouse by Tuesday noon regarding printing the gift certificates. They can send them to me and I can print them.
* Josh will bring the IRA checkbook for writing award checks and paying for other costs.

**Bracket and Score Sheets**

* Denny has a bunch at home. Everything will be handwritten.
* We need to locate the IRA’s clipboards. We’ve gotten pencils from Ryan Davis, but he doesn’t know where the clipboards are. Anyone know?

**Meal**

* Denny is the point of contact for contracting with Subway (enough for 100 people), getting bottled water, Gatorade mix, cups, bananas, breakfast food, and lunch tickets.
* Guest lunches will be $5 each.
* Pam says we can use her coolers and tables.
* Set up will be in the lounge.
* Depending on the schedule, we may be able to set aside 45 minutes of unscheduled matches for lunch and announcements.

**Balls**

* Lesson learned: Order these early.
* If anyone has fresh Penn balls (HD preferably) lying around, please bring them to the tourney. We’ll reimburse you.

**Tournament Table, Check in**

* Two IRA board members will be needed at all times at the tourney table.
* Anyone have a laptop we can use? I will be unable to bring mine during the tourney.
* Don can provide a printer if needed.
* We’ll set up a donation jar. Unless anyone has something that will fit the bill (get it?) Don will fashion one out of … something.
* Don will put together an information sheet. This will include information about all donors. Josh, please give Don all the details you have by noon on Wednesday, including player/organization names, amounts, and logos (if requested). Other information on the sheet will pertain to meals, scoring system, rules, etc.
* Don will put together a checklist of everything we need to tell or give each player upon check-in.

**Media**

* Don is point of contact on the sound system. This might be helpful, though Pam has asked us not to use the gymnasium for announcements, the lunch buffet, etc. Hold announcements in the lounge instead?
* Rod Bergren has been nominated official IRA photographer for this event. He says his wife will help as well.

**Next Meetings**

* Susan, Denny and Don are required. Everyone else is on-call in case we have questions about seeding. Keep your phone handy.
* 7:30 p.m. tomorrow 2/4 at Oakmoor
* 8:00 p.m. 2/5 at Oakmoor