**Iowa Racquetball Association**

**Executive Board Meeting Minutes\*, May 8, 2013**

*\* This is a combined Agenda/Minutes document. Blue text in ALL CAPs indicates minutes. Red text in ALL CAPs indicates action items prior to be completed before next meeting.*

IN ATTENDANCE: ROB PAULSEN, DENNY BAYSINGER, DON MCCORMICK, JOSH PAUL, and SUSAN ACOYMO

* **Housekeeping**
	+ Many thanks to Rob for the conference calling line
	+ Approval of April 6 meeting minutes
		- APPROVED
* **Budget Summary**

* + IRA HAS APPROXIMATELY $3,000 IN FUNDS. SEE FINANCIAL STATEMENT ATTACHED HERE AS EMBEDDED SPREADSHEET.
	+ MEDALS FOR JUNIORS HAVE BEEN ORDERED @ A TOTAL COST OF $25
	+ NO NEW FUNDS SINCE LAST MEETING
	+ STILL WAITING FOR PAYOUT FROM USAR ON THE REVENUE FROM MEMBERSHIPS IN QUARTER 1 OF 2012. THIS IS EXPECTED SOMETIME IN JUNE.
	+ ROB REPORTED THAT WELLS FARGO DOES NOT SUPPORT ATHLETIC EVENTS.
	+ ROB ASKED FOR FINANCIAL STATEMENT. JOSH REMINDED HIM THAT HE SENT ONE A FEW WEEKS AGO. MOVING FORWARD THE FINANCIAL STATEMENT WILL BE SHARED WITH MEETING AGENDAS OR MINUTES.
* **Junior Nationals Contract**

* + See embedded PDF here.
	+ There is no mention of our responsibilities regarding food, but we have consistently been told that we need to supply lunch on each of the five days of the event 6/26-30.
	+ “Staff” is meant to be understood as “volunteers.”
	+ BRYAN ASKED WHERE THE FOOD FOR THIS SORT OF EVENT USUALLY COMES FROM. BRYAN SAYS USAR USUALLY PROVIDES IT. ROB SAYS LOCAL ASSOCIATION SOMETIMES PROVIDES IT.
	+ BRYAN WONDERS IF THIS REQUEST TO IRA TO PROVIDE FOOD IS TO SIMPLY TO KEEP USAR’S COSTS LOW.
	+ RON BURNS IS STILL WAITING FOR A CHECK FROM USAR.
	+ BRYAN WONDERS WHERE THE $1,000 FROM THE DSM CONVENTION BUREAU WENT. DID IT GO DIRECTLY TO USAR? DON IS LOOKING INTO THIS.
* **Securing lunchtime food and drink for Junior Nationals**
	+ Budget estimate: 200 players at $4 each for food and drink X 5 days = $4,000. This does not include any additional capital we would have to raise to feed parents, though this would eventually come back to us as income. Estimate 1-2 parents for each player we’ll need $6,000.
	+ At the corporate level, HyVee rejected our request for catering.
	+ Options for free or reduced pricing include: local grocery stores (including HyVee), restaurant catering, vouchers for off-site lunch at nearby restaurants,
	+ Options for on-site meal preparation include: utilizing Oakmoor’s kitchen (or outdoor grill if available) and charging premium prices for non-players. This will require a cost/profit sharing agreement with Oakmoor. (This was an assignment for Bryan from the last meeting.)
	+ Options for off-setting costs with vendors: we could charge vendors $500 to $1,000 per day to set up shop in the gym. According to Don Schopieray with USAR, the smoothie vendor at previous kid-friendly events couldn’t keep up with demand. He is looking into whether we could contract with a local souvenir T-shirt vendor.
	+ Don Schopieray has offered to provide all the powdered Gatorade we’ll need throughout the event. We just need to arrange coolers and water.
	+ IDEA FROM BYRAN WAS THAT WE CONTRACT WITH THE DAY CARE AT A SPECIFIED AMOUNT PER HEAD. HE HAS ALREADY BROUGHT UP THIS IDEA WITH ROBIN, THE COORDINATOR OF CHILDREN OF OAKMOOR.
	+ BRYAN CALLED LAST THREE EVENT LOCATIONS AND LEARNED THAT MOST OF THE INCOME FROM THIS EVENT COMES FROM FOOD AND DRINK SALES. ONLY THE PLAYERS GET FREE FOOD BUT THE ADULTS ARE CHARGED. THE DAY CARE IS INTERESTED IN USING THE PROCEEDS TO BUILD A PLAYGROUND. ROBIN IS VERY MOTIVATED IN THIS REGARD.
	+ THE BOARD APPROVED THIS ARRANGEMENT.
		- BRYAN SAYS HE WILL GET THIS 100% CONFIRMED AND PREFERABLY IN WRITING. BRYAN WAS ASKED TO GET A PROPOSAL FROM ROBIN THAT INCLUDES MENU ITEMS AND THE COST PER PLAYER.
	+ BRYAN SAYS OAKMOOR WILL SELL GRILLED FOOD AND DRINK THROUGHOUT THE DAY.
* **Volunteers**
	+ So far, 30 volunteers have signed up.
	+ Oakmoor will not be able to offer staff for even basic services. Therefore, Pam has asked us to assign the following duties to volunteers: mop courts, monitor and empty trash, tidy locker rooms, do laundry, stock restrooms, keep lobby clean, and monitor areas of the club that are off limits. Pam says most of these duties will have to be performed every 20-30 minutes.
	+ Don Schopieray has agreed to provide shirts for volunteers. We can offer suggestions on the design.
	+ Gratuity could include donated items from areas businesses, such as movie tickets, gift cards, etc.
	+ BYRAN SAYS JONATHAN CLAY AT ROLLOUT RACQUETBALL WILL BE A GOOD CONTACT FOR THE TEAM IOWA SHIRTS. HE SHOULD BE ABLE TO GIVE US A GOOD DEAL, AS WE CAN PIGGY BACK ON THE RELATIONSHIP AND THE SHIPMENT OF GOODS. AS FOR THE SHIRT TYPE, BRYAN RECOMMENDED COTTON TO KEEP COSTS DOWN.
		- DON WILL COUNT THE NUMBER OF SHIRTS NEEDED AND SIZES.
		- BRYAN WILL GET A COST ESTIMATE FROM JON.
		- REQUIREMENTS: IRA LOGO, “TEAM IOWA,” ROLLOUT RACQUETBALL, BRYAN WILL GIVE DON 10 DAYS FOR NUMBER AND SIZES.
		- AGREED: ORDER 12 EXTRAS (LARGE) AND SELL THEM AT A PROFIT.
	+ REGARDING GRATUITY FOR VOLUNTEERS, EACH BOARD MEMBER IS RESPONSIBLE FOR CONTACTING TARGETED BUSINESSES.
		- BRYAN: RACQUETBALL WAREHOUSE, ALAN FENDER, ROSCO, CFO OF MUSCO LIGHTING
		- ROB: HEAD RACQUETBALL, COLDSTONE
		- DENNY: REQUESTED TIME TO THINK ABOUT THIS
		- SUSAN: REQUESTED TIME TO THINK ABOUT THIS
		- DON: MOVIE THEATERS, JC MALL, CASEYS,
* **Junior Warm-up / Adult Doubles Shootout**
	+ Is this possible, given our time constraints?
	+ Is it necessary, given our lack of resources to pay for food?
	+ Gearbox could sponsor.
	+ Venue: Denny says the downtown YMCA is available. Strike now while the iron’s hot?
	+ What did Susan learn about using non-USAR software to run Iowa events? Is this still an option we should consider?
	+ MOTION CARRIED TO SKIP A SUMMER TOURNAMENT AND INSTEAD BEGIN A PROCESS FOR HOLDING A QUARTERLY EVENTS BEGINNING IN THE FALL.
	+ SUSAN RECOMMENDED AND ALL AGREED THAT WE WOULD DO WELL TO PROMOTE A 13-14 SEASON WARM-UP AT IOWA GAMES.
	+ TABLED FOR NEXT MEETING: DECIDE ON A DATE FOR A FALL 2013 TOURNEY.
* **Website update**
	+ Susan’s Bio: Approved for posting?
	+ Rob’s Bio: Pending
		- ROB WILL SEND ONE.
	+ The old site, <http://www.oocities.org/iowarball/>, is still active.
		- ROB WILL TAKE THIS ON.
* **Next meetings**
	+ With 49 days left to Junior Nationals, how many more time should we meet? What is the best day/time?
	+ THE BOARD AGREED THAT WEEKLY MEETINGS WERE NOT NECESSARY AT THIS POINT.
	+ MONDAY 5/20, 8:30, VIA CONFERENCE CALL.
* Outstanding items
	+ AGREED: SKIP HIRING LIFEGUARDS.
	+ EKTELON IS CONSIDERIG HOSTING A POOL PARTY.
	+ BRYAN IS TALKING TO EKTELON ABOUT WHICH EKTELON PLAYERS MIGHT COME.
	+ ELLIS WILL PROBABLY BE THERE, SO WILL THORNER. ROCKY WILL BE IN NEARBY NEBRASKA BUT WANTS HEAD TO PAY HIM TO GO.
	+ ROB WILL TALK TO HEAD ABOUT BRINGING IN PROS.
	+ EKTELON WILL BE BRINGING TEAM ADRENALINE.
	+ DENNY RECOMMENDED A “TRICK SHOT” EXHIBITION WITH LOCAL RACQUET WHIZ, DOUG POMEROY.
	+ JANSEN ALLEN WILL COME ON BEHALF OF WILSON.
	+ EVERYONE SHOULD CONTACT WHOMEVER THEY KNOW TO ENCOURAGE PROS TO COME. THE MORE PEOPLE WHO POKE AND PROD, THE HIGHER THE LIKLIHOOD THEY WILL COME.