



Jason Kleinhenz <jasonk@kleinhausco.com>

CSHL Board Meeting Minutes for 5, 2022

1 message

Covington Street Hockey League <info@mg.cshlbubs.com>

Wed, May 4, 2022 at 11:24 PM

Reply-To: info@mg.cshlbubs.com

To: jasonk@kleinhausco.com

Here's the - **Board Meeting Minutes for 5, 2022:**

Date of Board Meeting Being Reported

2022-05-04

Location of Board Meeting Being Reported

CfGN

Who Was Present at Board Meeting Being Reported

President of the Board, VP of the Board, Treasurer of the Board, Executive Director, Board Rep 1, Board Rep 2, VP Finance, VP Design, Media Production, Marketing & Sales, VP Sponsorships, Other

If Other Attendees at Board Meeting Who

Chris Weiss

Start Time of Board Meeting Being Reported

1810

Monthly Board Meeting Minutes Notes

See above

End Time of Board Meeting Being Reported

2000

Monthly President's Report

Previous Monthly President Total Actions Description

-Lauren Wolf conversations - suggests Certificate of Assumed Name to start and file for LLC to protect the liability.
-Hockey for Covington LLC is inactive with the state.
-Waivers need to match the CSHL LLC

Monthly President Total Action Description

na

Monthly President Notes

na

Monthly Treasurer's Report

Budget Requested Itemized of Board This Month

Budget Total Requested of Board This Month

\$750.00

Budget Approved Itemized of Board This Month

Tim's request to build out Konex box

Budget Total Approved of Board This Month

\$750.00

Leadership's Full Reports for 5, 2022:

Monthly Executive Directors (ED) Report:

Previous Monthly ED Total Suggestions Description

- 1) Update on conex box purchase
- 2) Update on tourney.
- 3) Moved to different date
- 4) Working with City to get the to pay for more items Golf outing on track
- 5) Order of skates for kids
- 6) Prepare to build out conex box
- 7) Finish light Install
- 8) Plan for park clean up on April 30

Monthly ED Total Action Description

- 1) Delivery of conex box completed on April 29 Met with club pro.
- 2) All on track for golf outing.
 - Trophies and belts ordered.
 - Food and beer all set.
 - Sponsors are on track.
 - 50 players as of May 1
- 3) Procured shelving for conex box.
 - Will begin install and set up in coming weeks
- 4) Meeting with dasher signs next week to come up with a solution to the installed banners
- 5) Work with others to finish light Install
- 6) Begin planning for Buffalo.
- 7) Meet with City to ensure they will help with tourney and possibly send a team to the golf outing
- 8) Supply of merch to keep in conex for events, league, etc
- 9) Stickers are here and ready to be sold.
- 10) Will sell at tourney (check needs to be sent to HalenHardy)
- 11) Move scoreboard to bench side of rink
- 12) Repairs needed on net and rink (drainage and top of boards)
- 13) Streethockey going to talk with Jay O'Leary about lights
- 14) Cutting channel for drainage and fixing top rails

ED Previous Month Total Budget Awarded

\$2,650.00

ED Previous Month Total Expenses

\$2,650.00

ED Next Month Budget Request

\$750.00

ED Next Month Budget Request Itemized

-Paint, locks, chains, making window material

Monthly ED Notes

- 1) We plan on taking the trailer to Buffalo? If so, we may need to spend a few dollars on ensure it is ready to roll north.
- 2) Golf outing - Chris has Cyclones coming
 - A bunch of prizes for holes and raffles
 - Not doing merch
 - beer ladies on course
 - Jefferson, Titos going to be there
 - DJK doing some activity with music there (suggest CHIRP sound effects)
- 3) DJK out for tourney, but offered to lend us speakers and equip
- 4) Weiss going to ask Jordan if he'll dj

- 5) Jesse going to ask Bircus to come out and do Circus
- 6) Will ask ben to get tables and seats
- 7) Wheels Cup is June 4th
- 8) Maybe "Braxton Brewing presents Bubs Fest" in August (primary 13th or 20th (backup)) - just make it huge, with an after party, circus, live music, djs, maybe 2 days
- 9) Gary's kid's school is having an event and is asking for bubs to come out and with skares for kids (May 21st)
- 10) Dasher asking for sponsors for a couple hundred bucks to put our logo on a car for their rally that supports the Hope for the Warriors Foundation - create a funnel for Bubs to donate to that will raise money to pay for it (Jason taking care of - need to know when)
- 11) Streethockey looking into FRP glue for fixing the boards and runners
- 12) Chris asking Cyclones for nets and/or Tim is looking to purchase new ones to combat the sliiping and replace old ones
- 13) Following up on surfacing
- 14) Tim and Streethockey going to rip out old fence at Kenny Shields

Monthly Chief Operating Officer (COO) Report

Previous Monthly COO Total Actions Description

na

Monthly COO Total Action Description

Jus is stepping down

COO Previous Month Total Budget Awarded

COO Previous Month Total Expenses

COO Next Month Budget Request

COO Next Month Budget Request Itemized

na

Monthly COO Notes

Waymeyer taking over position

Board's Full Reports for 5, 2022:

Monthly Treasurer's Report:

Previous Monthly Treasurer Total Actions Description

I don't believe there was anything, I couldn't attend due to me having to be at the office that night

Monthly Treasurer Total Action Description

Nothing that I was made aware of besides a Sunil invoice for jerseys and another invoice that Tim (for a vendor) submitted for Jerseys

Total General \$

Total General \$ Expenses

This Month Total \$ Net

This Month Total \$ Net Expenses

This Month Total \$ Net Cash to be Deposited

This Month Total \$ Net at CfGN

This Month Total \$ Net at Bank Acct

This Month Total \$ Net at PayPal

This Month Total \$ Net at Wix

This Month Total \$ Net Requested

This Month Total \$ Net Requested Notes

This Month Total \$ Net Requested Approved

This Month Total \$ Net Requested Approved Notes

Monthly Treasurers Report Notes

the net \$303 at the top should be a negative but it won't let me input a negative or parenthesis - since we had more expenses then income

Monthly Board VP Report

Previous Monthly BoardVP Total Actions Description

- Created all online legal documents through Termly and old waiver (created and implemented online legal docs)
- Worked with CfGN to get Stripe account
- Created and deployed join process to digitize league's contacts
- Fixed leadership reporting process

Monthly BoardVP Total Action Description

- 1) Remove Jus from COO position replace with Waymeyer
- 2) VPF open
- 3) Will create causes for tournaments to share some of the proceeds with (Voted in by the board)
- 4) Look into issue with negative numbers
- 5) Other
 - Push more join functions
 - Build out income streams
 - Build out payment platforms
 - Get help to write legal agreements for people with access to Stripe
 - Implement new robust and scalable reporting process
 - Build workflows to tag demographics
 - Proposal to rename competitive teams after league team names for more scalable management in CRM (denied - build out join workflow for next season)

BoardVP Previous Month Total Budget Awarded

\$200.00

BoardVP Previous Month Total Expenses

\$180.00

BoardVP Previous Month Expected Income

BoardVP Previous Month Actual Income

BoardVP Next Month Expected Income

BoardVP Next Month Budget Request

BoardVP Next Month Budget Request Itemized

na

BoardVP Monthly Notes

- Sunil and I will rebuild the website soon in KleinHausCRM
- We will approve the notes at the beginning of meetings to be posted for the League members to see.
- Proposal to rename competitive teams after league team names for more scalable management in CRM (denied - build out join workflow for next season)
- Proposed and Board voted on creating opportunities to donate to other causes from tourney income (Board voted YES on this idea but for local causes)

Monthly Board Youth Programs (BYP) Report

Previous Monthly BYP Total Actions Description

Eric is responsible for last meeting. Nothing reported last meeting

Monthly BYP Total Action Description

Youth skills days should be starting May 18. Hoping to have the youth tournament in June

Monthly BYP Notes

Need to get with Sunil to make a flyer for youth skills. Also will need to get a signup sheet for helpers

Monthly Board Rep 1 (BR1) Report

Previous Monthly BR1 Total Actions Description

See VPMS notes

Monthly BR1 Total Action Description

- 1) Going to create social ad posts and newsletter to promote the Golf outing
- 2) 8 sponsors so far and signs getting printed
- 3) Teams being formed
- 4) 4 people have to pay and it's being taken care of
- 5) We need to sort out a tourney budget
- 6) Would like to have a volunteer cook food that we buy for the next tourney to sell

Monthly BR1 Notes

See VPMS notes

Monthly Board Rep 2 (BR2) Report

Previous Monthly BR2 Total Actions Description

Tournament Memorial Cleanup Skate buy

Monthly BR2 Total Action Description

- Tournament set for June 4th as long as we hear back from the city
- Cleanup set for Saturday 4/30 9am in tandem with KCB
- Golf outing sign ups are right around 45 persons right now.
- Purchased skates for kids, they are starting to arrive
- Konnex box purchased

Monthly BR2 Notes

See VPS

Monthly Board Rep 3 (BR3) Report

Previous Monthly BR3 Total Actions Description

New to board

Monthly BR3 Total Action Description

Exploring calendar fundraising project. Setting up stat tracking infrastructure for league and tournament play and testing with league members for feedback.

Monthly BR3 Notes

There are a ton of calendar options - we just need a photographer and "theme."

Monthly Board Non Profit Rep (NP) Report:

Previous Monthly NP Total Actions Description

na

Monthly NP Total Action Description

na

Monthly NP Notes

na

Monthly Board Legal Rep (BL) Report:

Previous Monthly BL Total Actions Description

Monthly BL Total Action Description

Monthly BL Notes

Monthly Board Other Guest (BOG) Report

Previous Monthly BOG Total Actions Description

- 1) Got Cyclones to come to golf outing, bringing a table to hand out stuff, sponsored a hole
- Pay a Cyclone mascot for a muligan
- They are bringing a media team for marketing

Monthly BOG Total Action Description

See above and below

Monthly BOG Notes

- 1) Clubs cannot be rented, so going to be told through our marketing
- Bring cash for raffles and other things
- 53 registered golfers
- Advertising some of the prizes
- Doing a hockey hole again and Cyclones will run it on Hole 1
- Sunil asking Chrissy if she's up for doing Split the pot
- 2) Suggested creating vendor incentives (maybe put all the vendors into a raffle for a board ad for a year or something)

VP's Summarized Reports for 5, 2022:

Here's how much \$ was brought in last month:

VPS

VPMS

Here's what everyone did last month:

VPYP	See BYP
VPV	April 30th will be a cleanup of Barb Cook. Afterwards, I will update the volunteer log with the names and hours of people involved.
VPS	See BR2
VPO	Worked on rink
VPF	na
VPCR	na
VPMS	-Designing Stickers Working on Golf Outing Banner Ads -Outing & Cleanup Ads Klevr.ai App Website Maintenance

Here's how \$ much was spent last month:

VPYP	
VPV	
VPS	\$3,685.01
VPO	
VPCR	
VPMS	\$495.05

Here's what everyone is expecting to do this month:

VPYP	See BYP
VPV	na
VPS	See BR2

VPO -Going to work with Tim on boards, Konex box, court surface,
and Kenny Shields park

VPF na

VPCR na

VPMS - Incorporate Links
- Added Registration for Golf and Leagues Play Golf Outing
Google Sheet | Teams, Players & Sponsors
-Reaching out to Golf Sponsors for Ads
- Sending Sponsor Ads to Printer
- CSHL Banner design

Here's how much \$ is being asked for this month to get it done (you can see itemized lists in their full reports below):

VPYP

VPV

VPS

VPO

VPCR

VPMS \$850.00

Here's how much \$ is estimated to come in this month:

VPS

VPMS

VP's Full Reports for 5, 2022:

VP of Youth Programs (VPYP) Report

Previous Monthly VPYP Total Actions Description
See BYP

Monthly VPYP Total Action Description
See BYP

VPYP Previous Month Total Budget Awarded

VPYP Previous Month Total Expenses

VPYP Next Month Budget Request

VPYP Next Month Budget Request Itemized

na

Monthly VPYP Notes

See BYP

VP of Volunteering & Support Management (VPV) Report

Previous Monthly VPV Total Actions Description

April 30th will be a cleanup of Barb Cook. Afterwards, I will update the volunteer log with the names and hours of people involved.

Monthly VPV Total Action Description

na

VPV Previous Month Total Budget Awarded

VPV Previous Month Total Expenses

VPV Next Month Budget Request

VPV Next Month Budget Request Itemized

na

Monthly VPV Notes

-Jesse and Tim will be reaching out to have Ratz find some volunteers for Coaching Kids and a couple other projects (see their reports)

VP of Sponsorships (VPS) Report

Previous Monthly VPS Total Actions Description

See BR2

Monthly VPS Total Action Description

See BR2

VPS Previous Month Total Budget Awarded

\$4,000.00

VPS Previous Month Total Expenses

\$3,685.01

VPS Previous Month Expected Income

VPS Previous Month Actual Income

VPS Next Month Expected Income

VPS Next Month Budget Request

VPS Next Month Budget Request Itemized

na

Monthly VPS Notes

See BR2

VP of Maintenance & Equipment Management (VPO) Report

Previous Monthly VPO Total Actions Description

Worked on rink

Monthly VPO Total Action Description

-Going to work with Tim on boards, Konex box, court surface, and Kenny Shields park

VPO Previous Month Total Budget Awarded

VPO Previous Month Total Expenses

VPO Next Month Budget Request

VPO Next Month Budget Request Itemized

na

Monthly VPO Notes

na

VP of Finance (VPF) Report

Previous Monthly VPF Total Actions Description

na

Monthly VPF Total Action Description

na

Monthly VPF Notes

Waymeyer taking over COO

VP of Events & Community Relations (VPCR) Report

Previous Monthly VPCR Total Actions Description

na

Monthly VPCR Total Action Description

na

VPCR Previous Month Total Budget Awarded

VPCR Previous Month Total Expenses

VPCR Next Month Budget Request

VPCR Next Month Budget Request Itemized

na

Monthly VPCR Notes

na

VP of Design, Media Production, Marketing & Sales (VPMS) Report

Previous Monthly VPMS Total Actions Description

- Designing Stickers Working on Golf Outing Banner Ads
- Outing & Cleanup Ads Klevr.ai App Website Maintenance

Monthly VPMS Total Action Description

- Incorporate Links
- Added Registration for Golf and Leagues Play Golf Outing Google Sheet | Teams, Players & Sponsors
- Reaching out to Golf Sponsors for Ads
- Sending Sponsor Ads to Printer
- CSHL Banner design

VPMS Previous Month Total Budget Awarded

\$495.05

VPMS Previous Month Total Expenses

\$495.05

VPMS Previous Month Expected Income

VPMS Previous Month Actual Income

VPMS Next Month Expected Income

VPMS Next Month Budget Request

\$850.00

VPMS Next Month Budget Request Itemized

Not requested (2022 First Tourney Tees - 100 shirts)

Monthly VPMS Notes

Shirts have not been designed so I do not have the actual cost per T.