

Disc NW Board Meeting – Monday, September 18, 2006

Attendees: Janna, Mike D, Christina, Mike K, William (ED), Barney, Doug, Chris

Start time: 7:18 pm

Meeting Minutes: Barney, Christina

- Christina to organize minutes that Barney and William took (for May and July) and send out to Board for approval.
- All minutes sent out by Christina have been approved except for August, which is in the draft stage.
- Christina and William to work on uploading the minutes to the website. Christina attempted to do this and was denied access.

Annual Meeting: Janna, Christina

- Christina and Janna presented preliminary planning ideas for the 2006 and 2007 annual meetings.
- Chris: Why have meeting off site from playoff location?
- William: Open forum/panel idea is an interesting idea.
- Doug: Likes the idea of an awards/end of year celebration.
- Meeting content suggestions: We could pass out informational papers; compact the boring/dry numbers part of the meeting; have survey ahead of time and bring results to meeting (Doug)
- Barney: Establish main goals of the meeting: numbers/participation!, build community; not a lot of requirements for items that HAVE to be communicated; reward/encourage volunteers; likes idea of engaging people (Doug's survey idea).
- Ideas for smaller group gatherings: fields, other?
- Mike D: Involving people in the agenda and planning will help them want to participate in the event.
- On-site (same as playoff location) is preferred.
- Fun is the key.
- Christina and Janna to make the necessary arrangements to line-up a space at Shoreline Center, get extra fields for the night of the 18th and work with William and Chris on the budget.

Risk Assessment: Doug

- Doug presented a draft of the DiscNW Risk Management Plan.
- There are risks for both the organization and individuals as players.
- Additions to the list of risks: delusion of branding and intellectual assets, damage to relationships with people we depend on (ex. Parks Dept.), field advocacy risks
- Mike K: Overreaching financially (ex: building a field) as a risk? William: Addressing the things that happen most frequently and having a plan for what happens when something goes wrong is the current focus.
- Communicate how to manage risks to leaders of DiscNW (captains, coordinators, etc.).
- Doug started with the UPA Code of Conduct and modified the document extensively to pertain more to us.
- Signed waivers: Mike K: Could we do them online? Doug: Signed waivers do not provide any protection to the organization in a court of law; William to talk with Manzell about this web process and to work with Doug.
- Background checks: non-profits can get background checks for free; what to do/what is the policy if we find out that someone does have a criminal record?
- Mike D: Abuse is more of an issue than abduction in the youth arena; thinks background checks are a good idea if the job position warrants it.

- Mike K: If people come back with a past “black mark”, it would be up to the Board to decide; Doug agreed but also suggested that clear guidelines be put in place to form the basis for decision making in this situation.
- Barney: What about involving school employees to see what other types of policies are out there? What about other youth soccer organizations...soccer, etc.?
- Barney: Where did the idea to engage in this process come from vs. the analysis of the ED time? William asked Doug to do this.
- Doug: Next steps: take the next step on the UPA Code of Conduct and add to/refine the risk list.
- Barney: Thinks this a good idea since our volume (people and events) is growing.

Potlatch Wrap-up: William

- Things went really well.
- Budget is ALMOST final. A few bills missing and some income to pay out.
- Revenues: Budgeted to bring in more money on merchandise sales than what was actually brought in (\$2,000-\$3,000 thousand off).
- Mike D: What is the percentage we get from Gaia? William to get back to us on this.
- Janna needs to get money from MLU and Big Green Bus still.
- Clean up crews at Potlatch were amazing. Recognition at annual meeting?
- Expenditures: Fields were lower than expected. Recycling effort cost almost nothing, thanks to Kong.
- More money spent on fruit than we budgeted for.
- Salmon prices were higher than expected.
- Close to \$5,000 loss this year.
- Diadora has already written a \$35,000 check for the fields for the weekend that we want for 2007.
- Revisit the MLU issue again next year.
- Sponsorship: Kong deals with vendors as his job; we need to decide as a Board what is appropriate for sponsorship. William: Things we spend money on already are things that are most logical to get sponsorship for (energy bars, sports drinks, etc.).
- Could we get demographic information for sponsorships? Yes, although our privacy policy states that we cannot tie specifics to names.

ED Report: William

Finances

- Checking Account balance: \$56,925.84
- Business Premium Account balance: \$25,217.82
- CD Accounts balance: \$46,150.50

ED Admin Stuff

- Board member recruit materials have been completed and posted on the web.
- Our storage locker is now at Public Storage – they bought out ShurGuard. We shouldn't notice any change.

Web Team

- Status of current projects.
 - A beta version of the admin tool for upload minutes and financial information is completed and is being tested.
 - No report from Manzell on other projects – ED will update the Board later this week.
- New volunteers are still needed for other small projects.

Leagues

- Fall Leagues are playing
 - Team League has a record high 36 teams in 2006.

- There have been some field mishaps at Marymoor on Team League game days. The turf fields have not been available to us the last 2 weeks, and we have received late notice from King County. Steff Neff has re-worked the schedule to deal with these problems.
- Fall Geographic Hat League is underway with 116 men and 87 women. The South pool is dominating early.
- Fall HS Hat League is going strong with 32 boys and 17 girls registered (22 players unpaid).
- Registration is open for Tacoma Hat which will start in a week. Registration is low – only 35 men & 15 women.
- Fall MS League starts this weekend with about 20 teams.
 - LCs Adam and Connie are joined by Ben Goldfarb who will help us get more league info on the web.
 - DiscNW contributed 225 discs to the league and will help fund the league playoffs at the end of the season.
- Summer Leagues are all completed. All budgets and league reports will be completed soon.

Tournaments

- DiscNW, Yakima Valley Sports Commission, and CWU will host a 16 team college tournament on May 5-6, 2007.
- WA Sectional NW Regional UPA Fall Series events are underway on the west fields at Skagit River Park (Burlington).
 - Open Women's Sectionals completed successfully with 17 teams. We should turn a small profit on this one.
 - Mixed Sectionals is next with 12 teams from WA/BC.
 - Open & Women's Regionals are after that. We expect 24 teams
 - Mixed & Masters Regionals are last. 16 mixed & 4 masters teams are expected to play.
 - Burlington Parks has completed construction of a new building with bathrooms and concession stand in the park.

Youth Ultimate

- Mini-moho has started in Shoreline on Fridays led by Shannon O'Malley & Doug Baker for middle school players.
- The Edmonds Ultimate Frisbee Jambalaya is in jeopardy due to low registration. The scheduled start is this Saturday.
- The search is underway for a new Youth Coordinator.
 - 5 applications have been received. Interviews will start later this month
 - There is no deadline, but we would like to hire someone this fall to be ready for the spring season.

Volunteers

- Check out the Volunteer section of the website to view current DiscNW volunteers, job openings, and job perks.
- Other disc jobs: WFDF seeks an ED, UPA seeks a new Youth Director, VUL hired an ED.
- Our summer leagues are staffed with volunteers, but we are still on the lookout for more help
 - Website Project Developers
 - All Tournaments Coordinator
 - **TDs for fall hat tournaments!**
 - New Board Members
 - Youth Coordinator
 - Disc Designers

End of ED Report

October agenda (so far):

- Annual Meeting update/plan: Janna and Christina
- Communication plan update
- Potlatch sponsorship discussion: Janna
- Board Recruit update
- Minutes update
- Mike K. to host

November agenda (so far):

- “Homegrown” wiki on DiscNW website?
- Risk Management Plan update: Doug

Move to adjourn by Mike K. at 9:39 pm. Seconded by Chris.