

St. Matthew Parish Athletic Association
September 6, 2011

Attending:

Andy Paar
Kevin Reindl
Tom Borts
Jamie Daun
Mark Wenig
Marty Chilson
Brian Wardius
Eric Burchardt
Sue Maurer

1. Opening Prayer

- a. Tom led the group in an opening prayer

2. Treasurer Report

- a. Brian did not have a specific treasury update

- b. The group discussed some recent e-mail exchanges between Brian and Kris that were shared with Tom and Andy. Brian has not signed off on the books from last year as there are still accounting discrepancies. The e-mails exchanged did not offer detail around the discrepancies.

- c. Brian has SMPAA at a balance of \$8,500. Kris is showing us with a balance of a little over \$7,000. We had \$10,000 at the close of the books last year. \$5,000 was carried over to 2011. There remains questions about the \$5,000 adjustment. Brian has still not received a final accounting from June.

- d. Brian will set up a meeting with Kris to review the finances. Andy and Tom will attend the meeting.

- e. There was little activity in August outside of some new volleyballs being purchased.

3. Notification of SMPAA meetings to Parish

- a. Kevin Reindl, as Secretary, was asked by Tom to communicate our SMPAA meeting schedule to the parish secretary, Linda Anderson. SMPAA meets the second Tuesday of each month. Kevin will send her an e-mail with our schedule which in turn can be communicated to the parish.

4. Golf Outing Funds

- a. Kevin Martin is the chairman of the board of education. Kevin has asked representatives from SMPAA to attend the next board of education meeting. The golf committee has suggested (not requested) there be a split of the golf outing funds

between Home and School and SMPAA. This will be discussed at the Home and School meeting scheduled for September 7. Tom will ask Dave Sims to attend the board of education meeting. SMPAA is not requesting the money be split. We want to be clear about our intentions when this issue is discussed at future meetings.

5. Soccer Season

- a. The concession building will need to be cleaned up and organized prior to the soccer season starting. It sounds as though things have been moved around and balls re-located inside already.
- b. The group discussed prices for the concession stand. The most profitable items sold are gatorade and sandwiches. Brian estimated we make about \$.80 to \$.90 per sandwich. We agreed to have Jamie monitor the cost of what he is purchasing via a spreadsheet and determine if our costs are rising. Most felt that our costs haven't risen dramatically in recent years. Since our Parkway cost is about \$4,000 less than last year we should be able to hold prices intact and review it again after soccer season.
- c. The cash register is programmed. It is better to turn the cash register off and then unplug it versus unplugging it first. Marty or Sue will write up a cheat sheet for the cash register.
- d. Staffing levels were discussed. We agreed to stick with two hours shifts. Saturdays we will have 2 hour shifts from 9AM until 3PM. We will have five concession volunteers plus a SMPAA member through the 1PM shift and then have four volunteer workers and a SMPAA member through 3PM. The first day of soccer will be covered by the 8th grade with Erich as the SMPAA member on duty.
- e. Jamie Daun will continue to purchase the food for concessions at Sams Club. Jamie will also monitor the stocking and inventory.
- f. We will start each soccer day off with \$200 in cash. It was suggested that we have \$50 in quarters, \$50 singles, \$30 in fives, one \$20 bill and \$50 in tens. The SMPAA member on duty at the end of the day will be responsible for depositing the money in the school safe. That person is also responsible for getting the cash box ready for the next day and making sure the SMPAA member on duty to begin the next day gets the cash box. Jamie Daun will write up procedures for depositing the money.
- g. Erich will be releasing the Sign-up Genius soon for volunteers to sign up for soccer concessions.

6. New Business

- a. 4K soccer is looking for some coaches.
- b. Marty bought paint for the soccer fields. He ordered 10 cases at a cost of approximately \$400. He estimated the amount of paint would last over 2.5 seasons of soccer.

c. Marty is looking to re-stripe the fields on Saturday, September 10 at 9AM. We will look to have the grass cut as well.

d. Andy briefed everyone on the damage to the frame of the door to the concession building. It doesn't appear as if anything was taken. The door has been repaired with a reinforced frame. The Building and Grounds team has requested a security camera on the school that would also cover the concession garage. It was also agreed that a sign would be put up alerting people to the fact that the grounds are under surveillance.

e. Jamie informed everyone that we would need more commitment up front from players to continue the Thursday night open gym at West Middle School. Towards the end of the season the turnouts were disappointing.

f. Due to a lack of 4th grade players Divine Mercy will shrink down the 4th grade field. They will be playing 8x8. Divine Mercy is on board for an end of season soccer tournament.

g. Andy informed everyone there will be a 6th grade girls volleyball tournament the weekend of October 28/29. It would be Friday evening and all day Saturday.

h. Jamie showed everyone where the safe was in the school for making the weekend soccer deposits. We also were showed the plastic bags to be used when depositing the money. The bags need to be clearly marked SMPAA.

Meeting adjourned.

The next SMPAA meeting will be October 11 at 6:30PM

Submitted by:

Kevin Reindl
SMPAA Secretary