**Minutes – Board Meeting**

**LAS VEGAS SENIOR SOFTBALL ASSOCIATION and LAS VEGAS SENIOR SOFTBALL**

August 12, 2021 – 6:30 p.m.

P.T.’s Brewery – 3101 North Tenaya Way, Las Vegas, NV

The meeting was called to order at 6:32 p.m. by President Kimbo Tenorio with the following Board members in attendance:

 President Kimbo Tenorio, Vice President Laurie Buchman\*, 65 and Under Representative Turk Allen\*, 65 and Over Representative Rod Adams\*, Ladies’ Representative Renn Hjellum-Lim\*, Tournament Director Tania Allen\*, Historian Jim Hellerstedt, and Recording Secretary Louise Freiheit, for a total of five votes. This represents a quorum with five votes. At-Large Representative George Fernandes was excused.

The asterisk indicates a voting member.

Also in attendance according to a sign-in sheet were:

 Lani Wood, Chuck Godman, George Kuehnel, Alan Melnick, Tom Ahee, Wayne Callahan, Wylie Geter, Jerry Krauss, Connie Stewart, Bob Rink, Erin Burgess, Trish Etheridge, Roger Ogden, Nancy Phillips, Joseph Upperman, and Stephen Nelson.

**ADOPTION OF AGENDA (previously mailed to the Board):** Secretary Freiheit pointed out that the title for minutes and agendas will now be titled to show that the board is representing both associations. President Tenorio announced that he was adding to the agenda for a presentation by a bank officer. Ms. Buchman pointed out that closed session can only include discussion on contracts, personnel, and specific discipline. A motion was made by Ms. Buchman, seconded by Tania Allen, and approved unanimously that the agenda be adopted as amended.

**PRESENTATION BY BANK OFFICER REGARDING MANAGEMENT OF FUNDS:** Mr. Tenorio introduced Mr. Stephen Nelson from US Bank who distributed materials from his bank.

In response to a question by Jim Hellerstedt, Mr. Nelson said that we could have two signers on the account by using checks.

Mr. Nelson agreed with Ms. Hjellum-Lim when she reported she had been told that U. S. Bank could provide: checks with two signers; statements available to the Treasurer; zero monthly maintenance fees; 1800 free transactions per year; 300 deposits per month; a credit card and card payment processing; remote banking; and accept payment from companies such as Paypal. In response to a question from Renn, he said that the approval process for a non-profit will take three to five weeks.

In response to a question from President Tenorio regarding requiring more than one person to be present to withdraw money, Mr. Nelson stated that that is possible though unusual and that anyone whose name shows as an officer on the Secretary of State website can withdraw funds. He added that U.S. Bank will always go to the S.O.S. website before adding a signer onto the account.

In response to questions from Connie Stewart regarding how long it would take to set up the account for taking payments, Stephen responded that it is dependent on which company with Zelle being immediate and Payment Solutions and Square taking a couple of weeks.

In response to a question from Alan Melnick regarding what U.S. Bank can provide that other banks can’t, Mr. Nelson responded that he has worked with several banks and that, in his opinion, U. S. Bank is more committed to the business community than others. Mr. Hjellum-Lim added that her research had showed the same thing.

In response to a question from Mr. Tenorio, Mr. Nelson answered that U. S. Bank can assign a business manager who would be responsible for the Association’s account and that he can travel to any branch convenient for us to meet.

**MEMBER PARTICIPATION:**

Several members asked questions at the same time regarding the state of the Association. President Tenorio responded that the money that was removed from our accounts by Jim Whipple, former Treasurer, had been returned minus $1755.87 that is unexplained, and that the Board was holding onto that check in order to make sure steps are taken to avoid the same problems again.

In response to questions from Erin Burgess, Representative Hjellum-Lim explained that Board members had been doing research into banks and that we at present intend to have two accounts, one being for tournaments and the other for recreation.

Chuck Godman voiced that the members had heard that Mr. Whipple, former Treasurer, removed the money from the bank for protection at the direction of the bank manager because an unknown name had been added on. Kimbo responded that the current Board has been working with the bank manager and that the rumor Mr. Godman heard was false. Renn added that Mr. Whipple, former Treasurer, had also notified the insurance company not to renew and that has led to difficulties getting permits.

Alan Melnick requested that the Board become more transparent and brought out the difficulty of using current websites. Mr. Tenorio said that transparency is a goal of the Board and that we are working to rebuild the websites. Wayne Callahan added that not all members were getting emails and was given a promise that the Board will continue working on updating.

In response to a question from Roger Ogden about the Association not being able to use Lorenzi Park, President Tenorio said that the Board has done the submissions for permits but the City of Las Vegas needs one more insurance endorsement and that is what is holding up the permits. Vice President Buchman added that the City has new regulations and new requirements.

In response to a question from Bob Rink regarding why members cannot use Lorenzi but can use other local parks, Vice President Buchman explained that, if members gather as individuals, then they are citizens and not doing so as part of the Association.

**APPROVAL OF MINUTES (previously emailed to the Board):**

A motion was made by Representative Hjellum-Lim, seconded by Representative Adams, and approved unanimously that the minutes of the general session on July 22, 2021, be approved as written.

A motion was made by Rod Adams, seconded by Laurie Buchman, and approved unanimously that the minutes of the closed session on July 22, 2021, be approved as written.

**VACANCY ON BOARD – TREASURER:**

President Tenorio announced that he has appointed Nancy Phillips to be Treasurer.

**OFFICERS’ REPORTS:**

* **President:** Kimbo Tenorio repeated that he is following up with the insurance company to assure that that the proper paperwork is given to the City of Las Vegas and he will report back to the membership.
* **Vice President:** Laurie Buchman reminded the group that her responsibilities include banquet, tournaments, and Hall of Fame and those reports would come later in the meeting. She continued that one of her main responsibilities is maintaining a good working relationship with public officials. She reported that the City of Las Vegas has completed its 50 year plan study and that the plan includes softball fields for seniors. She will follow up and report later.
* **65 and Under Representative:** Turk Allen voiced that the “youngsters” are doing well.
* **65 and Over Representative:** Rod Adams announced that things are fine.
* **Ladies’ Representative:** Renn Hjellum-Lim shared that the three ladies’ teams representing the Association had medaled at the Prescott Tournament: Las Vegas Neons (75+) and Ladies Freakshow (50) had each placed second, and Vegas Strong (65+) had taken first. She added that the Association also had players on four other teams at the tournament.
* **Tournaments:**
1. **Men’s:**  Tania Allen said that the plans for the Bullhead City Tournament, which begins October 30, are progressing. She continued that the fliers will be distributed as soon as hotel contracts, Umpire-in-Chief, and bank accounts have been finalized.
2. **Working with SSUSA:** In response to a question from Chuck Godman, several officers answered that individuals and teams that wish to work for SSUSA tournaments may do so on their own.
3. **Future Local Tournaments:** In response to questions from Jerry Krause about the Association running other local tournaments, Ms. Allen and Mr. Tenorio answered that there are plans to do so and the Association will begin making plans when the organizational and banking issues have been resolved.
4. **Women’s:** Ms. Buchman introduced Connie Stewart, one of the directors for the Bullhead City Tournament. Ms. Stewart said that two checks have already been received and that, based on the number of emails voicing interest, she believes the tournament will be large. Ms. Buchman added that Ms. Stewart, the other Director Vicki Oltean, and she will be handling things by accepting checks and rosters through the mail.

**COMMITTEE REPORTS:**

* **Discipline:** President Tenorio shared that disciplinary action had been approved by the Board in closed session last month, and that the notices will be sent soon. He explained that each of the recipients has five days to appeal. In response to questions from Bob Rink, Secretary Freiheit answered that the names will be released after the legal action is settled. Also in response to Mr. Rink regarding the amount of money missing, Ms. Hjellum-Lim responded that there is a $1755.87 discrepancy in addition to credit card charges that are part of the police investigation. She continued that we possibly have insurance to cover the losses and that is being pursued.
* **Banquet/Annual Meeting:** Ms. Buchman introduced George Kuehnel, who gave a report on preparations. He reported that we have secured the Elks Lodge for November 10, but have not yet signed a contract. He added that we are still negotiating with caterers with the aim of not exceeding the $4000 allotted. He also said that he is getting information on COVID restrictions.
* **Hall of Fame:** Ms. Freiheit reported that we are pursuing nominations through delivered nomination forms and announcements on the website. She continued that the deadline remains August 31, that three nominations have already arrived, and that a review committee has been established.
* **Merchandise:** Ms. Allen voiced that merchandise has not changed and that she is ordering new balls for the tournaments.
* **Shed:** Mr. Adams shared that the two pitching screens are in bad shape and that Chuck Godman and Jim Hellerstedt have been bringing theirs to the fields. He added that he is researching buying new ones.
* **Website:** Mr. Adams said that LVSSA.vegas is being our primary site at this time. He also said that he has been texting with Mr. Whipple who indicates he will transfer LVSSA.org and LVSSA.com over to LVSSA.vegas. Ms. Buchman pointed out that we are currently past due in paying Sports Engine’s annual fee of $595, to which Mr. Adams promised to investigate as soon as he has the .org and .com websites transferred to him. In response to a question from Jim Hellerstedt regarding what services are provided by Sports Engine, Mr. Adams responded that Sports Engine handles registration, membership, email blasts, content on websites, and 24 hour tech support. He added that he and Kimbo are researching other companies to provide those services.
* **Publicity:** Vice President Buchman reminded the group that she previously reported about her work with the City and County. Ms. Hjellum-Lim voiced that she suggested to Mr. Kaczer a Channel 13/ABC segment that recognizes veterans and he told her he is getting letterheads and business cards created.
* **Goodwill/Welfare:** Mr. Adams named the following as needing support: Rick Hilton with COVID, Norm Shue with cancer, George Fernandes with knee surgery, Star Golia and Etchica Segler with surgeries.
* **Membership:** Rod aired that we have 246 members including two new ones, and that he is getting inquiries through LVSSA.vegas.

**OLD BUSINESS:**

* **Police Report:** Ms. Buchman reported that all statements from Board members were completed and given to the detective. She said that the detective’s assessment will be given to his superiors and then to the district attorney.
* **Association Attorney Update:**
1. There was a discussion about the role of the attorney is completed and now it’s a waiting game to see if responses are received from the demand letters. Ms. Hjellum-Lim shared that she discovered LVSSA is covered through an insurance policy for employee theft and that, when charges are filed against the offenders, we may be able to recover some of the lost funds.
2. Ms. Hjellum-Lim said, although we do not have a current invoice, she believes the balance due to the attorney is $90.
* **Association Monies:** Renn reported that we have taken in two memberships and have sold a bat, those monies to be deposited when the account is ready. In response to a question from Alan Melnick about available operating money, Ms. Hjellum-Lim answered that members have been paying for items out of pocket. Mr. Melnick then suggested that we start registration for 2022 early in order to have those payments as operating funds.
* **Secretary of State Filings:** Ms. Allen explained that the Las Vegas Senior Softball Association applications are completed and we have filed the changes for LVSSA and are waiting for them to be approved.
* **Creation of Bylaws Committee:** President Tenorio announced that he has asked Erin Burgess to chair a committee that will update our bylaws. Joining Erin as members will be George Kuehnel, Jim Hellerstedt, and Kathy Kluever. Kimbo continued that he would like to see every member voting for officers to be included in the revised bylaws.

**NEW BUSINESS:**

* **Norms for Communications:** After a brief discussion about having clear communication among Board members, it was agreed that members should acknowledge receipt of emails by a quick reply. Also, if an item needs immediately attention, Kimbo will send a group text notifying members about the urgent email.
* **Keeping Track of Merchandise/Equipment:** In response to a question from Mr. Tenorio, Ms. Allen said that forms have been generated for keeping a clear record.
* **Budget for 2022:**
1. After a discussion, President Tenorio named Treasurer Phillips to chair a 2022 Budget Committee. The members will be Rod Adams, Laurie Buchman, Lani Wood, and Kimbo Tenorio.
2. Regarding dues for 2022, Vice President Buchman made a motion that the dues be set at $80 for anyone renewing or joining through December 31, 2021. The motion was seconded by Representative Hjellum-Lim. After a discussion, a motion was made by Representative Allen to amend the previous motion to say that anyone joining between January and June 2022 pay a membership fee of $100 and anyone joining between July and December 2022 pay a fee of $50.00. The motion was seconded by Representative Adams and approved by a voice vote of three for approving and two for not approving. With a voice vote, the amended motion was approved unanimously.
* **Dual Administrators on Operation Functions:** Kimbo Tenorio mentioned that some of the issues we are currently facing stem from the fact that one person was handling important functions alone with no assistance. After a discussion and suggestions made, Mr. Tenorio requested that all Board members and Committee Chairs prepare a list of responsibilities and instructions for their positions and submit them at the next board meeting.
* **Forensic Accountant:** President Tenorio led a discussion about the possibility of hiring a forensic accountant to further investigate credit card and other charges made by Jim Whipple. It was agreed that we should pursue this but keep in mind that we need to balance the amount to be paid to an accountant against the possible returns to the association and its value in assisting the criminal complaint.
* **Tournament Guidelines:** Mr. Tenorio referred to some guidelines for tournament management that he created. It was decided that this would best be done in a meeting with tournament directors rather than with the entire Board.
* **Voting Rules:** Erin Burgess brought up that there are currently no guidelines for handling Association elections. After a discussion, it was agreed that: the Bylaws Committee should be incorporating election rules into their revisions, which will be presented initially to the Board in September and voted upon in October; that Tania Allen would create a form for applications for a position; that the openings will be announced in September with a deadline of October 1; that the voting should be done the last two weeks of October with a deadline of November 1; and the new officers announced at the banquet.
* **Cooperation Among Board Members:** Responding to a question from Lani Wood about the level of cooperation among Board members, there was a discussion about the difficulties people have faced in returning the Association to a functional unit. It was agreed that, although Board members have faced tough situations, we are beginning to see progress mainly due to many people supporting the reorganization efforts.

**ADJOURNMENT:** A motion was made by Renn Hjellum-Lim, seconded by Turk Allen, and approved unanimously that the meeting be adjourned. The meeting adjourned at 8:43 p.m.

**NEXT MEETING:** The next meeting of the Board of Directors will be held on September 9, 2021, at a time and place to be announced.