



SSL Board Meeting Minutes  
July 21, 2025  
Hooked on Colfax

*Please Edit appropriately by EOD July 18*

**Roll Call/Quorum:** Steph, Eli, Gaelen, Kirin, Quinn, Brandon, Andrew, Fiona, Sloan, Kristen, Grant, Jared, Justin, Brian

In attendance: Steph, Eli, Gaelen, Justin, Sloan, Quinn, Kirin, Jared, Grant, Brandon, Kristen, Fiona, Brian

Not in attendance: Andrew

---

**Welcome & Icebreaker (6:30 - 6:40)** *Gaelen to add any updates here*

- Introductions
  - Icebreaker: If you could play any sport at an expert level, what sport would it be?
  - Overview of agenda & meeting expectations
- 

**E-Board Updates (6:40 - 7:10)** *Steph, Eli, & Gaelen to add any updates here*

- Welcome
- Board expectations - Gaelen to go over organization expectations later tonight
  - Voting
  - Meeting Cadence
    - First Monday of the month, monthly e-board meetings
    - Second Monday of the month, quarterly open town hall (*August, November, February, May*)
    - Third Monday of the month, quarterly full board meetings (*August, November, February, May*)
  - New Board Structure
    - Will be voting on this
      - Yay: Steph, Eli, Gaelen, Kirin, Quinn, Brandon
      - Nay:
      - Absent: Fiona, Andrew
  - By-laws
    - This includes your “job description”
    - Please comment with any edits, suggestions, changes by July 31. We would like to revise and vote on our by-laws at our August board meeting.
- Organization expectations
  - Please regularly check your email and slack.
    - Slack is our primary form of communication with one another
      - Slack guidelines
        - @-ing the right people
        - Replying in threads

- Updating your notifications and “trigger words”
- Email is utilized when communicating externally and a great way to document your role, network, plans, etc.
  - Documents are to be shared over e-mail
  - CHECK YOUR EMAILS!
  - Signature, please create the following signature in your Summit email:
    - **First Name Last Name - Position**  
*Pronouns*
    - **Gaelen McCartney - Secretary**  
*(they/them)*
- Google Drive
  - All files have been moved over to a shared Summit Sports League google drive.
  - If you have QR codes, please check them to make sure they work!
- League Apps
- Board contact sheet
  - Please fill this out by the end of July.
- Gaelen - to begin creating an onboarding document to include this.

---

**Social (7:10 - 7:18)** *Quinn & Brandon to add any updates here*

- Pride Recap
  - SWOT of our 2025 Pride Activations
    - Send any comments to Quinn by the end of this month
  - Extra shirts, proposing selling extras at \$25 to help recoup costs?
- Platform Shift
  - Moving to Partiful for free events, exploring how it works with paid events (Venmo is integrated, so there should be a way to reduce fees associated).
- Upcoming Social Events
  - July 27th - Hiking @ O’Fallon Park (South of Evergreen)
    - Registration is Live
  - August 12th - Adult Night @ Pirate’s Cove
    - Awaiting Board Thoughts - this is **more of a meet up than an organized event by us**. Lots of folks have been asking for a summit day at Water World and I think that has passed for this year.
  - August 31st - Potential Beer Bust fundraising@summitsportsleague.com
    - Bars are all booked up for this date
    - Connect with Andrew about looking into additional dates
  - September 19 - 21 - Potential Summit Camping Trip
  - November/ December - Summit Ball
    - Beginning to brainstorm what this could look like
- Community Engagement
  - Purpose - Strengthen & grow our community. Increase visibility. Offer meaningful, enriching activities through service & engagement.
  - Goals

- 1 large scale event per quarter
- Work with Social to determine how many total events will be held each year between the two, and any interlap.
- Large event attendance goal = 25 Summit members + 10 new faces = new registrations.
- Small event attendance goal = 15 Summit members + 5 new faces = new registrations.
- Potential Events (2025 3-4 total)
  - Urban farm (August)
  - Neighborhood clean up (August)
  - Coat Drive (October)
  - Canned food drive (November)
  - Soup kitchen/organize food bank
  - Paper shredding (December)
  - Walk MS
  - Dog washing
  - Animal shelter/sanctuary
  - Snow shovel for the elderly (December)
  - River clean up + tubing (August)
  - Game night at nursing home (December)
  - Bingo volunteer for the elderly
- Ideas from the group:
  - Look to engage community services events to be related to the partners we partner with.
  - Plan events that are large fundraisers and partner with other organizations to donate the funds to.

---

**League Operations (7:18 - 7:26)** *Sloan, Kristen, Gaelen, Jared, Grant, Brian to add any updates here.*

- Dodgeball
  - Should No-Sting Rec become buddy draft/social every season, and only No-Sting Intermediate for premade teams (with 5 Adv player max per team) and possibly disproportionate skilled teams?
    - This would go into effect starting Winter 2026
    - Buddy draft for Rec sounds great
      - Allows a great way for players to meet new people
    - Intermediate would still have “guidelines” for how teams set up
      - Probably do buddy draft for Intermediate once a year
  - Rec Dodgeball Skills & Drills during Skills & Drills
    - Finding someone to lead it?
    - Eli and Sloan will ask players
  - Foam
    - Advanced - goal of 42
  - Trying to have everything set up before open-gym, so teams can play with their teams.

- Cloth Pop-Up - Dakota & Allie continuing to run
  - Doing another one during the last four weeks of Intermediate Foam (month of September)
  - ELT to send dates to Kirin & Justin to make graphic
  - Not advertising until after Foam registration ends and season has started
- Climbing
  - Summer is typically the smallest climbing leagues, but notably less than expected atm.
    - Interested in go-forward marketing plan (email recruiting cadence & texting frequency)
    - Brian, Eli, and Kirin to meet to discuss marketing
  - Interested in a new trophy; Golden Brush is hard to maintain and basically out of room now.
    - I still need to close out last season's winners, expected by Sunday. Folks still need to turn in scores (I need to bug them)
    - Want to have a new trophy, and budget for that - connect with Steph
- Making sure all invoices are paid before the season starts.
- Making sure we are aware of our registration costs and venues to make sure we are taking advantage of the space that we have reserved
- Using a Go-Pro to record one court a week and have it posted to Summit YouTube
  - Eli to coordinate with Jeff and Kirin to transfer access

---

**Marketing (7:26 - 7:34)** *Kirin to add any updates here*

- Monthly newsletter on the first of each month
- Building out a communication plan
- Justin continuing to make graphics for our social
- Instagram reels and highlights from each week are going over really well
- Creating a checklist for registration opening up plan to make things more efficient

---

**Fundraising (7:34 - 7:42)** *Andrew & Gaelen to add any updates here*

- Spring 2025 Sponsorship Totals
  - Sunday No-Sting - Tight End - \$964.30
  - Tuesday ABCD - 99ers Sports Bar - \$375
  - Wednesday Foam - Denver Sweet - \$482.25
  - Kirin, can you send a celebratory thank you post for Spring season!
- Summer 2025 Sponsorships
  - Sunday No-Sting - Tight End - Sponsorship strong and started
  - Tuesday ABCD - 99ers - Sponsorship strong and started
  - Wednesday Foam - working on finding a sponsor bar
- **New Action Items:**
  - *Finalize foam sponsorship*
  - *Deliver check to Treasurer*

---

**HR (7:42 - 7:50)** *Fiona to add any updates here*

- CPR/first aid training for our leagues

- Looking into partners of DPS for the training
  - American Red Cross - \$150/person for certification
  - South Metro Fire Classes -  
<https://www.southmetrofoundation.org/cpr-aed-first-aid-2/>
  - Look into liability on things - Steph and Eli to connect with insurance company
- Also look into an active-shooter training
- Incident reporting form
  - Google Form to track incidents that occur
  - Fiona to build out this form and process around filling it out
    - Bring to next meeting
    - Training on how to use the form
    - Put on the website
- Yellow card, red card rules
  - Fiona to connect with Sloan, Gaelen, Kristen, Jared, and Grant on their process
    - Sloan to share red/yellow card rules
    - Any League Manager to share anytime they've had to use it.
  - What happens *after* you get a red/yellow card? What does the follow up look like?
- Review our [Code of Conduct](#)
  - How to deal with a "Guest Star" and how they are acting in our space
- Look into creating a virtual suggestion box - what could this look like?
  - Potentially starting with an end-of-season survey. A standard quarterly(?) survey that we send out.
- Write Rules for the Town Hall
  - Start with update and questions submitted ahead of time

---

**Final Thoughts (7:50 - 8:00)** *Gaelen to add any updates here*

- Adding an option for Annual Membership for our players?
  - Begin brainstorming ideas for levels and any "extras"
  - Thinking about how people can "break the contract"
  - Looking into payment plans

---

**Misc Business/Tabled for future meetings (If Time Permits)**

- 

---

**ACTION ITEMS following the Meeting:**

- [Board Contact List](#) - please fill out by the end of July.
- Please update your email signature by end of July.
- Fiona to create a member feedback form

- Add any comments to the Bylaws by end of July
- Add any comments to [Pride SWOT](#) by the end of July
- Quinn and Andrew to collaborate on upcoming Beer Bust dates
- Quinn to start a camping thread in the #social Slack channel to gather feedback from everyone
- ELT to send dates to Kirin & Justin to make graphic and marketing plan behind it
- Brian, Eli, and Kirin to meet to discuss marketing
- Steph & Brian to connect
- Fiona to build out incident reporting form and process around filling it out - bring to the next BOD meeting
- Steph and Eli to connect with insurance company on any liability related to CPR/first aid training
- Sloan to share red/yellow card rules
- Fiona to build out “rules and guidelines” for the Town Hall
- Eli to coordinate with Jeff and Kirin to transfer access of YouTube
- Kirin to build out marketing plan to present at next BOD meeting
- Gaelen to build out open position form and share details with Kirin and Justin to begin marketing

---

#### **Next Meeting/Adjourn**

- E-Board Meeting
  - August 4, 2025
- Town Hall
  - August 11, 2025 6:00-8:00 Hooked on Colfax
- Quarterly ALL SSL Board Meeting - *Might need to change based on new members*
  - August 18, 2025