

PADA Board of Directors Meeting Agenda:



Nov 5th 2017 Meeting Minutes... Village Inn 11am Scribe Jim Nichols

Attendance: **Amanda Baasch, Deidra Brown, Heather Anderson, Jim Nichols, Sara Lampert, Shawn Larson, Terry Bonney**

These are my notes from the meeting. If they are incorrect or misrepresentative of the events, please let me know and we will make any needed corrections

General Business...

- **Next BOD meeting is 11am Dec Red Robin**

Treasury - Association Coffers...

- Current Checking Balance. = \$2219...
- Status of Dues, Team fees and Sponsors fees? All team fees are paid with the exception of Trippen Bulls
- Sponsor invoices... all have been sent out.
- 2017 Q2 / Q3 Balance sheet review. AR... Still working it. Don't have one since end 2016.
- Godady was paid for the year. \$131
- \$330 to ADO for National Qualifiers
- Working on Get Well with ODOJ/IRS
 - o Oregon Business Registration - **Completed**. \$30 reregistration fee.
 - o IRS 501C(4) status.
 - IRS form 1024 and 8718... (\$850 - **Pending**)
 - IRS forms 990 for 2011 through 2016.
 - Update all financial records for PADA to a standard Ledger & Balance Sheet format.
 - Explanation letter why we failed to files and actions to prevent in the future - **Completed**
 - o Standard operating procedures needing to be written for PADA Treasure, President, VP and documented in bylaw – **Pending**
 1. PADA Ledger transfers to the PADA Balance Sheet for BoD quarterly review
 2. How and when to File with the IRS (Form 990ez)
 3. How and when to File with the Oregon Secretary of the State (Form CT-12)
 4. Yearend review with the PADA BoD and Package for Archival... (rolling 15 years archive)
- **AR Jim** needs to complete audit of the PADA Bank Account ASAP. **Pending**
 - o Have access Problem is records go to 2011 but \$6 per statement after 24 months... Jim and Amanda have access to Banks Account. Only have access to rolling 24 months. May need to order months missing from records.
- Concerns / Issues / Opportunities
 - o *Jim had a conversation with Pres of PeeWee League. Same fix we are in. He offered some suggestions. "We just need to keep going after it aggressively. They want to see progress being made quickly"*

PADA Travel League... (Spring, Summer and Fall)

- Status (e.g. Signup, Setup, Management, Post Season, Awards)
 - o Issues with Trippen Bulls. Forfeited match to Shafter – Complete No Show. Still have not paid team fees? Punitive action required. 2 players will be sanctioned, 2 others will need to make good on their team fees before being allowed to return. And Chris Olds is was only on the team as a dedicated sub so there is not requirement for him (Details of actions will be in the players data base)
 - o Communication --- had some discussions regarding Subs. But they seem to have worked out
- Issues / Opportunities
 - o Terry would like to add trophy's for Hi-lights to the awards. Will float with the membership see if there is interest? **AR Dee**.
 - o Need to order pins for Fall season. **AR Terry**

PADA In-House Pub Leagues / Youth League...

- Summer Singles... Status... Most have not been paid yet. .



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- BoD members have the envelopes for those players near them. Will use the as a receipt. Have the player sign to show they received it. Return to Amanda once signed.
- 242 Status (e.g. Signup, Setup, Management, Post Season...)
 - **AR BoD member**: Ask player their opinions about new leagues... (Vacations delayed BoD getting feedback.) One suggestion was a premier league for the Master and Advances shooters. Use similar format as soft tip. 2-3 player teams. **AR Jim** to come up with a set of guidelines for the members to review. Target Spring 2018 if possible.
- Youth League Status
 - Progress Update: no work done here. No actions planned
- Communication
 - ...
- Issues / Opportunities
 - ...

Monthly Shoots...

- How was Halloween Shoot turnout 14 showed.. good event.
- Awards Shoot... Suggested that we only have one signup session and aligning it with the Awards shoot. If people miss signups, they will miss season and will be taught better for the next season. Problem is we can't afford to lose players. We are in competition with other activities. We don't want to lose out to Soft-tip, Blowing, Cards, etc... This is why we have to solicit participation and accommodate players or PADA will lose market share. However, there is merit in promoting an awards/signup shoot. More discussion required.
- Status of the next three events. (Review Schedule for the next four events, Proposed locations, and their status)

Shoot	Location	Date	Who Will Run	Notes
Holiday Shoot	BC's 8 boards	12/02/2017	Heather	Dee talked Heather to follow up.
Awards Shoot...	TBD	Jan ???	TBD	
Sweet	TBD	Feb ???	TBD	
? BIG6 ?		March ???		BIG?

- **AR Heather...** Get locations secured for next 3 shoots. Review PADA letter of understanding with venues. **AR Jim** to send Link for Letter of understanding to BoD. **Done**
- Concerns / Issues / Opportunities
 - Promoting the monthly. Live feeds from the monthly's... get people into it. Also need to leverage monthly News Letter...

Major Events...

- PO7. review
 - Status of Boards needed for the event... PADA has 6, Jim has 7, Shawn has 5, Dee has 3...
 - We need to get back from Youth League sponsors.
 - Status of Sponsors –
 - Eric has contact at A to Z, they are a much better candidate long term partner.
 - Setup the Thursday before. Who will help. **AR Jim** to coordinate layout --- 16 Boards Min. **Done**
 - **AR Heather** Lock in Widmer. 2 kegs Cups and Napkins part of our contact.
 - Medallion advertise... did not happen, contact was sick

- For Next Year
 - BoD would like to expand to 3 days. Do blind draws both Friday and Saturday nights



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- Still need to find a sponsor(s) for the invitational
- Look at getting another major association connected to PO... (e.g. PDO, BDO, PDC, etc...)
- Need to start planning for OO49 this October.
 - Initial planning meeting 11am on Oct 28th @ Katie's Backyard
 - **AR Dee** to follow up on call for OO Artwork ideas from membership. Need to close end of October. *See Communication Opportunities Section for details*
 - **AR Sara** will own the Artwork approval process by the Membership & BoD. Bring Dec BoD
 - **AR Jim** to prep conversation with Nancy. Start working the deal.

Rolling Schedule for the next 12 months.

Major	Venue	Format / Prize	Advertising	Services / Sponsors
Portland Open #7	Ramada in is secured	\$2100 +	Heather	
BiG #6	KATZ	\$?		Need to confirm
Oregon Open 49	Portland Meadows?	\$12K ???		Need to publish dates

- **AR Heather/Jim**... Need to lock in BiG #6 in.
 - Letter of Understanding with Katz. (Best way to reach Tonya La Mar is by Messenger)
- **AR Heather/Jim**... Have 49th OO conversation with Nancy to lock in Portland Meadows.
 - **AR Jim** will reach out to Nancy and Portland Meadows to start the process.
 - BOD needs to settle on what and where we do the events. (Fish Bowl or Cave)

ADO Qualifiers...

- Local Qualifiers. Need dates, Schedule to align with ADO.
 - Would like to have a page where we can share hi-level schedule
- Need schedule matches for the next LQs... (501 All Start Singles) ... Need to feeds PO#7

Date	Venue	Bar kikir	Coverage	Turnout
10/11/17	Katz	\$5	Dee	6
10/22/17	D's	\$5	Dee	6
10/29/17	Katie's	\$5	Dee	6

- Took in \$345 so we had \$15 in surplus for future ADO LQ events.
- Venues Confirmed, Funding, Advertising, Coverage -Primary/Ancillary?
- Concerns / Issues / Opportunities...
 - **AR Dee**...Need to get an event scheduled for Sunday so Jeff Meinke can play.

Communications... Jim covered some items 1on 1 with Dee

- **AR All BoD...** PADA 2018 schedule validated? Only feedback I have is from Dee!
- PADA's Google Calendar is up to date!
- No Newsletter for November
- PADA website status update: preproduction site up and running.
- Qualifiers – what is published and where? Need to advertised on PADA website. Coms TBD?
- Concerns / Issues / Opportunities - NA

Marketing

- PO#7 Update ... hit the social media channels one last time.
- Plans / Strategies to increase PADA membership
 - Advertising channels
 - Events / membership drives.
 - New Growth Opportunities.
 - Etc...
- Concerns / Issues / Opportunities
 - Need to grow the sport... what can we do?
 - Looking to establish some long-term partnerships with Local suppliers still TBD