**Draft Notes**

**TSWAA Board of Directors Meeting**

**Annual Meeting, April 19, 2017, 7:30 pm**

**A. Call to order/roll call**

 The meeting was held by conference call and was called to order by Ralph Armento at 7:35 pm

Present: Ralph Armento, Debbie Armento, Ken Brucato, Jim Cuevas, Pat Redden, Trisha Yurochko, Joan Wheeler, Caitlin Goerlich, Phil Galli, Carolynne Bethka, Dan Martin

Absent and excused: John Guimaraes, Bill Wilkie

**Tri-State joining Disabled Sports USA as a chapter**

**Phil Galli:** Greg Baumgartner said DSUSA was looking for a chapter in NJ, Phil then spoke to Kirk Bauer of DSUSA about the opportunity. Phil explained the existing chapter of SDSUSA in New Jersey was no longer a DSUSA approached Tri-State. We were chosen because of our history and the work we do to promote adaptive sports in the Tri-State Region.

Becoming a DSUSA chapter is not unusual for a ASUSA chapter. GlASA in Chicago and DASA in St.Louis hae this arrangement for years.

The advantage for TRISTATE would be:

* DSUSA have a very close relationship with veterans,
* DSUSA would share their names list to send info about our events
* Money are available from DSUSA to give grants to vets to come to Events. (transportation, lodging); This has always been an issue for tri-State to get Veterans to travel to our events.
* DSUSA would share some donors in area
* DSUSA sends a majority of their raised money to chapter Activities,
* DSUSA sponsors in the area have Volunteers at companies that can donate hours and company will donate to organization. We are always in need for Volunteers
* DSUSA may have funds for TriState this year. but may be Nielson or VA funds and can’t double-dip, we will need to work wit DSUSA to understand the funds available. We are in need of new equipment and this could help replace equipment which should be retired and past to our clubs for practice.
* Clubs could join independently but board represents all clubs, The board is made up of club representatives so this will help all the clubs in NJ, NY, nd Conn.
* They also offer educational training programs, we could run one where they provide speakers and we host for our clubs. Topics include sports, club management, fund raising, etc.
Phil did a program for DSUSA in Birmingham on T&F, The program not only offers the training but in some cases funding is available for Tri-State members T&L expense dollar grants to come.

**Discussion:**

* Cost to us would be about same as ASUSA, ~ $225 per year;
* Have to send in minutes of meeting where we accept proposal;
* Need insurance and we buy insurance only when we run events.
We need to find out what their requirements for insurance are.
* DS&O insurance we have been looking at for years but could not afford. We will have a good reason now to cover our volunteer board.
* We will have to file financials with DSUSA yearly, copy of tax form we file with IRS, accounting of our books, etc.
* Trisha can print out Order of Incorporation and EIN number;
* Phil has By-Laws.
* Ken asked if we can carry over money to next calendar year, Phil wasn’t sure.
* No one could see a downside at this time, and we can opt out if problems develop.
* Phil will check dates for membership (Jan-Dec, July-June, based on date joined?).
* Carolynne asked if we have a minimum membership requirement - Phil says $ is based on number of events run, not membership.

Debbie moved we join as a chapter of DSUSA, seconded by Jim – unanimous AYE!

Phil and Trisha will work together to submit paperwork and Phil will send in.

**Director & Officers Insurance**

Often talked about this but haven’t done it. Would be good. Our insurance through ASUSA is with Philadelphia National carrier, bases premium on assets. Would cost between $500 and $800 a year. Jim has less expensive option insurance with another carrier provided by USATriathlon about $250/yr for $2 million (?). DSUSA may also offer insurance. Ralph suggested shopping around for best price, get as soon as possible. Ken moved we pursue obtaining insurance, Carolynne seconded - unanimous.

Ideal if we can have by Tristate meet, so report back quickly. Ralph will check with broker for Philadelphia National and discuss with Trisha, Jim with his carrier, Phil with DSUSA

**Inventory and purchase of equipment**

Trisha sent out inventory listing what we have, what is left over from NJDC and other games, what can be donated, what needs to be purchased.

* Now need 3 official’s individual flags (red, yellow, white) 9 to 12 sets
* Steel tape,
* Stopwatches,
* Javelins,
* Discus,
* Shots,
* Lap counter,
* Possible starter box for swimming,
* Hip numbers 300 of each 2-7, 100 of each 1 & 8
* Bib numbers 3 sets of 100 trough 300,
* A few Weights and Measure guides which we do not have. Phil will price

Ralph asked for estimate on total cost.

Ken raised question of a storage facility/pod - consideration for the future.

Trisha will work the budget number and Ralph will use phone or email vote when we have cost.

**Tri-State Credit Card**

At the 3/18 meeting the board voted to get a plastic card for events (Jimmy needs for Tri-State. Some venders need to be paid quickly and take plastic.

Trisha: by-laws say treasurer is responsible for all money, so credit card would have to be in her name which would not work well if a board or committee were charged with organizing an event and had the authority through the board to spend budgeted moneys

Jim and Phil suggested loading a special card with an agreed-on amount for needed purchases, reload as necessary by Trisha. This would protect the Treasurer and the organization .

- can’t be overspent because she controls money on card

- Trisha will check with TD Bank to set up one card for Jim for Tristate/other events and one for her for other purchases.

 **Election of officers**.

Tri-State elects its Executive board from its Board Members at Large. The MAL vote for their executive board positions. A Member at large must have served at least 1 year on the board before being eligible for an executive board position. The executive Board terms are for 2 years. The President and Secretary are elected on the even years and the Tresurer and Vice-Chair in the odd years.

-Treasurer and Vice-chair are up for election and the task was tabled at March meeting

- Trisha and Dan are willing to run again

- Ralph asked if anyone wished to run for these positions and Carolynne expressed interested in vice-chair

-Since Trisha had no opposition the board elected unanimously by acclamation for another 2 year term as Treasurer.

- Ralph announced he is resigning from board and as chair, effective May 1, so also have to name a chair to serve out the remainder of his term.

- Ralph he asked that if anyone was interested in chair to e-mail him within a week

- Ralph will create an on-line ballot for Chair and for Vice Chair.

- If no one volunteers as chair, vice-chair will assume the post until a new chair is named.

**Other business:**

Phil wants minutes from February and this meeting - he will write draft for this meeting.

**Adjournment:**

Adjourned at 8:50 pm