

# Northern California Chapter Sports Turf Managers Association

## MEETING REPORT

**DATE:** April 8, 2008  
**FACILITATOR:** Mark Lucas  
**RECORDER:** Scott Warr  
**TIMEKEEPER:** Ed Dempsey  
**SUBJECT:** To discuss committee updates  
**ATTENDEES:** Mark Lucas, UC Davis  
Mike Smith, Toro  
Ryan Suarez, Mondo  
Ed Dempsey, Jensen Landscape Serv.  
Scott Warr, Rain Bird  
Don Scholl, City of Tracy  
Ron Edwards, Beals Alliance  
Gina Ratto, Delta Sod  
Dan Rogers, Reed Equipment

**MEETING TYPE:** NCC STMA  
**TIME ALLOTMENT:** 11:30 am – 1:15pm  
**MEETING LOCATION:** Beals Alliance

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**MEETING CONTEXT:** NCC/STMA Chapter governance  
**MEETING PURPOSE:** To inform and discuss various matters regarding the chapter  
**INTENDED RESULTS:** 1. To receive reports from Board of Directors and Committee Members  
2. To discuss future events and committee items

- I. Approval of minutes dated March 5, 2008 **Approved Unanimously**
- II. Report from the President – Mark Lucas
- III. Board of Directors Report
  - a. Past President – Jay Beals (absent)
  - b. Bay Area Vice President – Ed Dempsey – July 22 & 23 can not happen @ 49ers. **June 25<sup>th</sup> does work.** We can also see if we can get into Santa Clara Soccer field next door.
  - c. Sacramento Vice President – David Vander Hayden
  - d. Secretary – Scott Warr
  - e. Treasurer – Mike Smith – Mark will talk to Sierra Pacific Sod to get sponsorship at a future event and we will credit their balance toward event.

**General:**

- Credit Card Payments not available through National STMA – must set up on own
- Sierra Pacific Sod check for summer event (\$500.00) was received by National STMA. As it couldn't be assigned to any account on their books, check was returned 8/27/07.
- 2008 National STMA Chapter Affiliation Fee of \$400.00 paid.
- Wells Fargo statements will be sent electronically to Treasurer's e-mail– no more paper reports (Should save the \$4.50 monthly check/report fee)
- Federal Tax Reporting: Attempted to file federal tax form 990N and found that our Federal Tax ID number was "Inactive" on the IRS rolls. Submitted information to IRS on March 20 to reinstate the NCC-STMA as a 501-(c)6 Tax-exempt Business League. Process will take 30 – 60 days and IRS will automatically submit form 990N for the chapter stating that our 2007 receipts were under \$20,000.00 (Actual was \$17,349.37) Federal Tax ID number (Employer Identification Number) will not change.
- State Tax Reporting: State of California only requires submission of Form SI-100 to office of Secretary of State. Form filed in January.
- Spring Forward Event:

- Attendance Income	\$ 3,925.00
- Event Sponsorship Income (to date)	\$ 1,800.00
- <u>Event Expenses (to date)</u>	<u>-\$ 1,940.99</u>
- Net proceeds (to date)	\$ 3,784.01

### Financial Report

Previous:\$ 3,823.68 (January Report)

Income: \$ 7,920.00 Spring Forward event, sponsorships and dues

Debits: - \$2,941.27 Monthly Check Fees & misc. checks

**Balance:\$8,802.41**

Outstanding:\$500.00 Committed Vender Support/Summer Event  
 - \$827.98 Misc. checks – (included in “Debits” above)

### CD Account

**Balance:\$7,652.94** Motion to roll CD balance over for another 4 months. Approved

### New Business

- Recommend to board that refunds for pre-paid registration to NCC-STMA events not be given unless cancellation is received prior to 7 days before event. Justification for recommendation is that expenses may be incurred by chapter based on pre-registration attendance numbers that will not be able to be recovered if there are significant no-shows. (example – food, pre-paid or pre-committed transportation, pre-purchased tickets, etc.). \$195.00 in refunds have been paid for non-attendance to the Spring Forward event. **Motion for pre-paid registration to NCC-STMA events not given unless cancellation is received prior to 7 days before event. Attendance can be transferable to another attendee for that event. Approved.**
- Invoice to CPRS for Spring Forward breakfast cost (\$427.29)? **Jay needs to follow up on how to get a check from CPRS.**
- Profit sharing with CPRS from Spring Forward event?

### IV. Committee Report

- Webmaster/Communications – Heather Mazzanti (absent) **Ron will talk to Heather to make sure sponsors are on web site. Everyone to look at web site and forward Heather items that are missing.**
- Design/Specifiers – Bill Fee (absent)
- Commercial Contractor – Ed Ott (absent)
- Industry Associations / Scholarships – Don Scholl
  - Don created a scholarship application for CLCA’s PSMMS @ Lake Arrowhead
- Education – Ron Edwards
  - CSADA Show April 10-13 in Fremont. Both Beals and Mondo will have a booth and will hand out STMA brochures. **Mike to get brochures to Ron**
  - **Ron will put together an article for then next newsletter on recent Agency budgets and planning.**
- Vendors – Don Franklin (absent)
  - **Christiana to get Don a vendor list from CPRS & get vendors invited to Woodland**
- Membership – Ryan Suarez / Gina Ratto–
  - Ryan is working on list (Christiana gave him) of possible members. He has had one vendor interested in attending.
  - Need to change membership fee brochures to read, “Annual Membership is \$20/ person / calendar year. Membership entitles member to a \$10 discount for all subsequent NCC STMA event during that calendar year”
  - Need to change Address on brochure to Beal’s Address.

- Need to add to brochure under benefits, “network with over 200 professional Sports Turf Managers”
  - **Ryan to get brochure blasted to our membership database.**
  - **Ron to have Christiana develop a “save the date” flyer for field day to hand out at event.**
- h. Sports Turf Manager – Nick Cole (absent)
- i. Events – Gina Ratto
- V. Event Planning
- a. Summer Field Day: June 25. (49ers, Santa Clara Soccer Park, Bronco Stadium). Ed to Chair this event.
- Start at University – **Mark to get Ed and Gina the turf manager’s name.**
  - **Ed to talk to Ewing about BBQ**
  - **Ed and Gina to check out parking**
- b. Spring Event Options (April to June)
- Field Day (Raley Field) – **David to check best time to host event (Mid September or October)**
  - Gilroy – Take off agenda until next spring. **Ed Chris Or @ City of Gilroy and see if they could do a later date..**
  - Rivercats – October? – try and do a Rivercats game with event.
  - Community Project Opportunities - **Tabled until next meeting. Mark and Ron to set up a visit before next Board Meeting.**
    - a. Little League
    - b. Sac Sheriff Training Center –Heather and Ron to lead this, Heather will post a request on our web page
    - c. Other Options
      - a. AT&T
- VI. **Motion to budget up to a maximum of \$500/ month (33 1/3 hours @ \$15/ hr) for services rendered to NCC STMA in 2008. APPROVED**

Next meeting: on Tuesday, May 20: 11:30-1:00

## End of Meeting Report