

# **RCSL TOURNAMENT SUB-COMMITTEE MEETING**

*Thursday June 4, 2009*

**Attendance:** Christion Battey (GRIND), Kristen Lancaster (GIRLSPOT), Lori Chandronnet (Town Hall Lanes), Tom LaBrosse (Gallery), Jonathan Ricci (RCSL Commissioner/Gallery), Mary Walker (Town Hall Lanes), Kristen Lavery (Misfits), Marba Samoorran (Misfits), Mike Leitao (Grind/Bandits), Jennifer Wall (RCSL Secretary/GIRLSPOT) .

**Meeting Called To Order:** 7:25 p.m.

## **TOURNAMENT DISCUSSION**

### **Tournament Logistics**

- Ocean State Cup Classic
- Saturday October 10<sup>th</sup>- Sunday October 11<sup>th</sup>, 2009
- Agawam Fields
- 7:00am- 7:00pm- have permit
- Open Co-Ed Tournament
- Push for a "D" Division teams this year
- Have to be a member of NAGAAA to participate.

### **Recap of Last Year's Tournament**

- 6 teams competed last year
- All "C" Division Teams
- Our tournament was mentioned/promoted at NAGAAA this year
- Our materials need to be ready so they can be handed out at the NAGAAA summer meeting

### **Artwork Design of Tournament Marketing Materials**

- Arlie Rose from Misfits and AS220 is a graphic designer who has volunteered to work on graphics for our tournament.
- Volunteer needed to call Arlie- *Kristen Lavery*.
- Upon contacting her, talking points include:
  - Discuss logo design and get quote
  - Discuss designing entertainment guide and artwork for it and get a quote for a 10 page in color, binded book.
  - Discuss designing a brochure for our tournament and get a quote.
  - Discuss designing flyer/poster design (will be given out to cities to promote event) for the tournament and get a quote.

## Lodging

- Hotel deposits will be due by September 15<sup>th</sup>. Fee will be upped on October 1<sup>st</sup>.
- Current hotels which have been contacted- Radisson Hotel- 40 rooms, rate of \$79 quoted. *Mike Leitao made contact.*
- Any hotel in Providence, Warwick, Seekonk or surrounding area can be contacted for a quote.
- Need one volunteer to contact hotels- *Mike Leitao.*
- Ask for Sales Marketing Director.
- When contacting hotels, here are some talking points:
  - State name.
  - Ask to speak with Sales Marketing Director (write down person's first & last name).
  - Calling from the Renaissance City Softball League- 501C3 non-profit state-wide softball organization who is a part of the American Softball Association (ASA) and North American Gay Amateur Athletic Alliance (NAGAAA).
  - October 10<sup>th</sup>-11<sup>th</sup>, 2009, holding 2<sup>nd</sup> annual Ocean State Cup Classic softball tournament in East Providence RI.
  - Teams from all over U.S. will be competing; this tournament is expected to grow every year and bring in a lot of revenue.
  - Looking for a host hotel to promote to all participants who are in need of lodging.
  - Get quote per night for double occupancy, two double beds (4 people in a room) for 15 rooms, 25 rooms and 35 rooms.
  - Committee will be meeting shortly to discuss and compare quotes. Someone will be in touch shortly if your business is selected.
  - Thank you and have a nice day.

## Entertainment Guide

- Book will include a gay friendly guide and directions to fields.
- Any business who is contacted, mention that we are a 501C3 non-profit organization, tax write off.
- Businesses which need to be contacted- restaurants and entertainment venues (not RCSL sponsor bars/clubs).
- Need 2 volunteers to call or visit places- *Christian Battey & Kristen Lancaster*
- Volunteer to mail out letter to all restaurants in East Providence via work database, notifying them of tournament and asking for sponsorship- *Jennifer Wall.*
- When contacting or visiting establishments, here are some talking points:
  - State name.
  - Ask to speak with Manager (write down or take note of person's first & last name).
  - Renaissance City Softball League- 501C3 non-profit state-wide softball organization who is a part of the American Softball Association (ASA) and North American Gay Amateur Athletic Alliance (NAGAAA).
  - October 10<sup>th</sup>-11<sup>th</sup>, 2009, holding 2<sup>nd</sup> annual Ocean State Cup Classic softball tournament in East Providence RI.
  - Teams from all over U.S. will be competing; this tournament is expected to grow every year and bring in a lot of revenue to neighboring cities/towns.

- Putting together entertainment guide for all participants.
- Are you interested in being a sponsor?
- Costs \_\_\_\_\_ dollars to have your establishment's name and contact info as well as link to your website if you have one, included in our book.
- If you have any give-a-way items that you would like us to include in a welcome packet, we'd be happy to do so.
- If they are interested, take down contact info and arrange payment. Tax exempt information will be sent to them with a thank-you after the tournament is over. Provide your contact info to them.
- If they aren't interested, thank them and provide your contact info if they change their mind.

### **Collateral**

- Contact different establishments, sponsors, non-profits, etc about donating items which will be given away to each participant at registration.
- Examples of places to call and items which could be donated include but aren't limited to: novelties packet/condoms (AIDS Care Ocean State), bags, bracelets (each participant will receive one and will gain access nightly access to sponsoring bars/clubs, etc), key chains, energy drinks (Red Bull), trinkets, etc.
- Additionally, can mention purchasing ad space in entertainment book (see talking points above).
- Need 2 volunteers to contact sponsors/establishments/non-profits- *Jonathan Ricci & Mike Leitao*.

### **Tournament Agenda & Sponsor Bars**

- Friday, October 9<sup>th</sup>- Registration party; 6-10pm; MirraBar; no cover
- Saturday, October 10<sup>th</sup>- Tournament Play; after party at Club Gallery/GIRLSPOT
- Sunday, October 11<sup>th</sup>- Tournament Play; awards ceremony.
- Discussion about whether or not to hold awards ceremony and cook-out at Agawam Field immediately following games or to do an after-party/awards celebration.
- Based on prior experience, a motion was made to hold awards ceremony and cook-out at Agawam Field immediately following games on Sunday and to talk to Alley Cat about doing a post party, separate from the awards ceremony. Most participants end up leaving early to get home after a long weekend and before the holiday. All in favor, no one opposed. Motion passed.
- Volunteers needed to contact bars about parties and supplying food.
- Volunteer to Contact Mirrabar- *Mike Leitao*.
- Volunteer to contact Gallery/GirlSpot- *Kristen Lancaster*.
- Volunteer to contact Alley Cat- *Jonathan Ricci*.

### **Awards**

- Need volunteer to contact business and coordinate awards- *Dave Johnson & RCSL Board Members*

### **Creation of Registration Materials**

- Need to create registration forms for teams to fill out and individual members.
- Team member ratings need to be listed in addition to question on sexuality.
- Two volunteers are needed to create these forms- *Marba Samoorran & Christian Battey*
- *Jonathan Ricci* agreed to forward templates from past tournaments to volunteers to start from.

### **Field Logistics**

- Need volunteer to contact City of East Providence's Parks/Rec. Department- *Jennifer Wall*
- When contacting Parks/Rec. Dept., here are some talking points:
  - Need for more Port-A-Potties and cleanliness of them.
  - Would like to have a grille on Sunday. Can we do so?

### **Concession Stand**

- Need to get volunteers to staff concession stand each day.
- More discussion at later time.

### **Umpires/Officials**

- Need umpires for all games.
- Additionally, need 2 officials at each game who know all the rules and answer any questions.
- Coaches and umpires will report to officials at end of games with final scores. Official will note final scores. Of the two officials at least one must be a board member at all times.
- Volunteer needed to coordinate/book umpires & officials for tournament- *Jonathan Ricci*
- *Manny Rebello* will be consulted and encouraged to attend next tournament committee meeting due to past experience in attending and running tournaments.

### **Tournament Schedule & Scorekeeping Display**

- Volunteer needed to create white board to display tournament scores- *Marba Samoorran*
- Volunteer needed to update white board with final scores throughout the tournament- *Marba Samoorran*
- Three volunteers needed to create tournament schedule- *Robbie (GRIND), Manny Rebello & Marba Samoorran*

## Call To Action Summary

<b>WHO</b> (responsible for completing task)	<b>WHAT</b> (what needs to get done)	<b>WHEN</b> (timeframe)	✓ (check when completed)
Kristen Lavery	Contact graphic designer about logo design, entertainment guide and artwork design, brochures, flyers and posters. Get quotes. <i>See talking points in artwork design section.</i>	ASAP	
Mike Leitao	Contact hotels in Providence, Warwick, Seekonk and surrounding areas about being host. Get quotes. <i>See talking points in lodging section.</i>		
Christion Battey & Kristen Lancaster	Call or visit restaurants and entertainment venues about sponsoring an ad in the entertainment guide. Ask about trinkets/collateral. <i>See talking points in Entertainment Guide section.</i>	Hold off until Ad Space Pricing Is Determined	
Jennifer Wall	Mailing to East Providence restaurants & entertainment venues with alcohol licenses via work database.		
Jonathan Ricci & Mike Leitao	Contact RCSL sponsors and other establishments/non-profits about donating collateral and trinkets as well as purchasing ad space in entertainment guide to be included in welcome registration packet to all participants.		
Mike Leitao	Contact Mirrabar about being venue for registration party on October 9 <sup>th</sup> from 6-10pm; providing food and possibly trinkets/collateral; no cover for softball players.		
Kristen Lancaster	Contact GIRLSPOT/Gallery about being sponsor bar for Saturday night, October 10 <sup>th</sup> after-party; providing food and possibly trinkets/collateral; no cover for softball players.		
Jonathan Ricci	Contact Alley Cat about being sponsor bar for Sunday night, October 11 <sup>th</sup> after block party; providing food and possibly trinkets/collateral; no cover for softball players.		
Dave Johnson & RCSL Board Members	Coordinate awards		
Marba Samoorran & Christion Battey	Create registration team and individual forms from template.		

Jonathan Ricci	Provide forms from past tournaments to Marba & Christian.		
Jennifer Wall	Contact City of East Providence's Parks/Rec. Department about additional toilets, cleanliness and grilles. <i>See Field Logistics talking points.</i>		
Jonathan Ricci	Coordinate umpires and officials for tournament		
Jonathan Ricci	Invite Manny Rebello to next tournament committee meeting for assistance with planning	Prior to June 25 <sup>th</sup>	
Marba Samoорran	Create white board to display tournament scores		
Marba Samoорran	Official scorekeeper during tournament- update and post scores on white board	October 10 <sup>th</sup> -11 <sup>th</sup>	
Marba Samoорran, Manny Rebello & Robbie	Create tournament schedule		
Jennifer Wall	Type up notes from sub-committee meeting & distribute to all RCSL Board& committee members	Prior to June 25 <sup>th</sup> but ASAP	
Jennifer Wall	E-mail notes from tournament sub-committee meeting to Manny to post on web-site	Prior to June 25 <sup>th</sup> but ASAP	

**Meeting Adjourned: 8:30pm.**