Culpeper Little League Board Meeting Agenda
Date: September 18th, 2025
Time: Immediately Following General Membership Meeting
Location: Culpeper Sports Complex – Concession Stand

1. **Call to Order**
   a. Sign-in sheet completed
2. **Acceptance of Election Results**
   a. Motion to accept and ratify the results of the General Membership election of the Board of Directors.
      i. **Motion by James Rose, Seconded by Roger Burke**
      ii. **All in favor**
3. **Determination of Officer Positions**
      i. **See attached**
4. **Election of Officers**
      i. **See attached**
5. **Approval of the Board Meeting Schedule for the Year**
   a. Regular meeting dates (monthly, bimonthly, etc.)
      i. **Bi-weekly through the end of fall**
      ii. **November, December and January will be 1x/month**
      iii. **Bi-weekly February through End of Fall season**
         - **Will increase if necessary**
   b. Location(s) and times
      i. **Meetings will be held at 7:00pm**
6. **Review of League's Governing Documents**
   a. Review of the Little League Official Regulations, Playing Rules, Operating Policies, local bylaws, and constitution
      i. **All members should review the current bylaws**
      ii. **Will discuss in 10/2 meeting and update for 2026**
   b. Each Board member acknowledges an understanding of their role, responsibilities, and compliance requirements (e.g., safety, background checks, etc.)
      i. **Expectations will be in the bylaws and communicated appropriately**
7. **Set Up Standing Committees**
      i. **Committees will be established over the coming weeks**
8. **Financial and Budget Matters**
   a. **Need to establish a 2026 budget for review and approval**
   b. **Review of banking signatories (who will be authorized to sign checks etc.) will be determined at 10/2 meeting.**
9. **Communications / Notifications**
   a. **Election results will be published publicly and required external bodies by beginning of next week**
10. **Approval of Local Rules & Ground Rules**
   a. **Will be a part of the Governing Documents Review on 10/2**

11. **Safety Plan Review**
    a. **Will be a part of the Governing Documents Review on 10/2**
12. **Field, Equipment, and Facilities Status**
    a. **No immediate actions to complete**
    b. **Need to establish any upgrades in the 2026 budget**
13. **Upcoming**
    a. Spring registration
        i. **All things Spring 2026 will be determined 10/2**
14. **Other New Business**
    a. Any additional items board members want to raise.
        i. **N/A**
15. **Set Date, Time & Location of Next Meeting**
    a. **Next meeting is 10/2 @ 7pm: Culpeper Sports Complex**
16. **Motion to adjourn the meeting**

Immediate Actions to Solve for:

1. Umpire program lacks a defined coverage model, governance, and cost path, threatening game-day reliability and budget.
    a. Set responsibilities among Josh, Rob, and Steve
    b. Escalation protocols for no-shows are undefined
    c. Build framework for using paid associations
    d. Publish a responsibility matrix (scheduling, day-of escalation, cross-sport coverage, response times)
    e. Define backup pools
2. Concessions
    a. Establish a weekly rotation for opening and closing
    b. Inventory checklist and ordering cadence
3. Equipment
    a. Build an end-of-season check-in process with a clear inventory of what's on hand
        i. Need date and time given to Alyssa to communicate drop off
            1. Need to ensure ALL equipment is returned and not kept until next season