

INGRAM LITTLE LEAGUE

Regular Board Meeting
September 8, 2019 2:00 PM
Open Arms Ministry

Call to Order

- Approval of Previous Minutes
- Review Nominations Meeting schedule and procedures; communication to League for Board application.

Suggested dates:

9/29 - Nominations meeting (names accepted for Board position nominations)

10/6 - Board Elections meeting, Election of Board Officers & regular business

REPORTS

Fund Raising - OPEN

VP Reports - Baseball - Scott Lewis, Softball - OPEN

Treasurer's Report: Sara Craft

Concessions Manager's Report - (All Stars - Elizabeth Olson)

Coaching Coordinator's Report - Scott Lewis

Information / Sponsorships Manager's Report - James Craft/Elizabeth Olson

Umpire Coordinator Report - None to Report

Equipment Manager Report - Paul Simone

Facilities & Maintenance Manager's Report - Josh Craft

General Discussion: (old or new business)

- New Positions Suggestions
- OST
- Pitching Machines Return status

Adjournment

Ingram Little League
Regular Board Meeting
Sunday June 30, 2019 at 2:00pm
Open Arms Ministry Church

The meeting was called to order at 1:54pm by James Craft, President.

Board Members in attendance: Ray Aitkin, James Craft, Elizabeth Olson, Scott Lewis, Daniel Gonzalez, Josh Craft, Brian Hensley, Sara Craft and Lyndsie Smith

Approval of Minutes: A motion was made by Elizabeth to approve the previous meetings minutes. Ray seconded that motion. The motion carried unanimously.

Financial Report: A copy of the report was passed around. Ray had not had time to review it. A motion was made Josh to approve the financial report. Lyndsie seconded that motion. The motion was approved unanimously except for a “no” vote by Ray.

REPORTS

1. **Chocolate Fundraiser Report:** The current spreadsheet was reviewed of those paid and missing. Elizabeth discussed that all families except 4 had responded that they had all paid or turned back in chocolate. There was one missing check. 3 families had turned in money to concession during the past week. Lyndsie agreed that was all accurate except for one which we would contact. That still left around \$3400 that was missing. Lyndsie said she would go to her house and look through everything for the missing money and contact James that evening. Elizabeth encouraged her to just let us know if the money was lost. She said she would.
2. **VP of Baseball Report:** Scott discussed off season training for this fall. This usually takes place from September- November on Sundays. Scott mentioned moving to Oct- Dec. James highlighted that this was designed for those players VERY interested in baseball and playing in high school. There was a miscommunication last year on the purpose of this training. We want kids to be pushed and develop new skills. James noted that we will broadcast a clear picture of what this is for. Elizabeth brought up the idea for next season to look at reorganizing the scheduling of games and begin with our league first to better schedule concessions and home games. Scott will note this for next season.
3. **VP of Softball:** Open/ NA
4. **Treasurers Report:** Financial was discussed above. A Concession report and fundraiser spreadsheet report were also distributed.
5. **Marketing and PR:** Daniel apologized and said he had not been there to take pictures of the All Stars games.
6. **Sponsorships/ Fundraising:** Elizabeth reported the 6 sponsors she had gotten for the ALL Stars tournament. She wanted clarity on if all the checks had come in. James was going to

check and get back to her. She also noted that a new highway sign sponsor had come in. She will begin working on others after Sectionals.

7. **Concessions Report:** Elizabeth noted the profits made from District All Stars and will continue to manage through Sectionals.
8. **Umpire Coordinator:** Will be looked at during discussion about Sectionals
9. **Safety Officer:** Brian will go to field and clean up trash and scrapes with his dump truck. He will coordinate with Josh on anything questionable.
10. **Players Agent:** Ray reports that everyone is happy at this time
11. **Facilities & Maintenance:** Josh reported that the last storm blew the fuses in the scoreboard and it was a \$619.00 fix. The main module for the sprinkler system will also need to be replaced. That will be approximately \$75. Brian noted that Eric was willing to handle fixing/ swapping out the pressure tanks to get pressure back to the water. This was about a \$1000 donation and very helpful.

Sectional Tournaments and Planning

A coordination list of the games, times, concessions/scorer/ scoreboard openings were handed out. Elizabeth is handling the concessions organization. Others on the board offered to take spots to help. Josh, Brian, Daniel and Scott will be handling the grooming in between games. Josh will be at the Little League Field and the others will handle the High School. James will be working the scoreboard and overseeing the Softball while Ray will be overseeing the Baseball.

General Discussions

Scott let us know that their summer team was invited by Boerne to play in their Fall League. He questioned wanting to use the fields for practice and potentially a game/ week in the fall. James asked for clarification if it was Boerne LL or a select ball team. Scott believes it is within the Boerne LL. James noted if this is the case, the kids would need waivers to play under the Boerne area league. James will talk to the Boerne league and clarify.

Sara made a motion to adjourn the meeting. Brian seconded that motion. The motion carried unanimously.

The meeting was adjourned at 2:58pm

Elizabeth Olson
Secretary

09/02/19

Ingram Little League ID 03432617
Statement Of Cash Flows
October 1, 2018 through September 2, 2019

	Oct 1, '18 - Sep 2, '19
OPERATING ACTIVITIES	
Net Income	219.28
Net cash provided by Operating Activities	219.28
Net cash increase for period	219.28
Cash at beginning of period	4,593.23
Cash at end of period	4,812.51

09/02/19

Ingram Little League ID 03432617
Profit and Loss Budget vs. Actual
 October 1, 2018 through September 2, 2019

	Oct 1, '18 - Sep 2, '19	Budget	\$ Over Budget	% of Budget
Income				
Allstars Income				
Sponsors	1,250.00	800.00	450.00	156.3%
Concessions	3,967.35	500.00	3,467.35	793.5%
Total Allstars Income	5,217.35	1,300.00	3,917.35	401.3%
TRFR from CIM Fund	57,931.92			
Little League Event Income	0.00	500.00	-500.00	0.0%
Advertising	2,535.00	4,648.00	-2,113.00	54.5%
Concessions Revenue	763.57	1,200.00	-436.43	63.6%
Fundraising Income				
World's Finest Chocolate	3,129.31	4,000.00	-870.69	78.2%
Fundraising Income - Other	210.00	0.00	210.00	100.0%
Total Fundraising Income	3,339.31	4,000.00	-660.69	83.5%
Gifts & Donations	0.00	500.00	-500.00	0.0%
Other	385.00			
Registration Fees	5,716.06	4,000.00	1,716.06	142.9%
Sponsor Fees	4,250.00	2,250.00	2,000.00	188.9%
Total Income	80,138.21	18,398.00	61,740.21	435.6%
Expense				
Grant Expense				
2019 Peterson Foundation	55,909.10			
Total Grant Expense	55,909.10			
Allstars Expenses				
Signs	288.00			
Field Maintenance/Repairs	182.50	500.00	-317.50	36.5%
Equipment	498.27	100.00	398.27	498.3%
Concessions	1,732.92	300.00	1,432.92	577.6%
Maintenance	24.04			
Uniforms	83.70	500.00	-416.30	16.7%
Umpire Fees	0.00	200.00	-200.00	0.0%
Total Allstars Expenses	2,809.43	1,600.00	1,209.43	175.6%
CIM Fund	949.00			
Little League Event Expense	72.75	200.00	-127.25	36.4%
Fundraising Expenses				
World's Finest Chocolate	3,695.00	2,000.00	1,695.00	184.8%
Fundraising Expenses - Other	0.00	0.00	0.00	0.0%
Total Fundraising Expenses	3,695.00	2,000.00	1,695.00	184.8%
Ad Expense				
Fence Signs	88.00	500.00	-412.00	17.6%
Ad Expense - Other	243.00			
Total Ad Expense	331.00	500.00	-169.00	66.2%
Bank Charge	99.33			
Concessions Expenses				
Other Supplies	415.02			
Concessions Expenses - Other	0.00	500.00	-500.00	0.0%
Total Concessions Expenses	415.02	500.00	-84.98	83.0%

09/02/19

Ingram Little League ID 03432617
Profit and Loss Budget vs. Actual
 October 1, 2018 through September 2, 2019

	Oct 1, '18 - Sep 2, '19	Budget	\$ Over Budget	% of Budget
Equipment				
Field	721.72	480.00	241.72	150.4%
Other	47.37			
Total Equipment	769.09	480.00	289.09	160.2%
Insurance				
LL Intl Insurance	732.00			
Insurance - Other	0.00	1,000.00	-1,000.00	0.0%
Total Insurance	732.00	1,000.00	-268.00	73.2%
League Fees				
Charter Fee	589.00	210.00	379.00	280.5%
District Fee	180.00	200.00	-20.00	90.0%
Tournament Fees	0.00	300.00	-300.00	0.0%
League Fees - Other	-137.50			
Total League Fees	631.50	710.00	-78.50	88.9%
Maintenance & Repairs				
Texas Multi-Chem	3,235.10	4,500.00	-1,264.90	71.9%
Supplies	109.69	100.00	9.69	109.7%
Buildings	493.30			
Fields	2,232.82	300.00	1,932.82	744.3%
Gasoline	217.48			
Yard Equipment	412.36	100.00	312.36	412.4%
Maintenance & Repairs - Other	100.00			
Total Maintenance & Repairs	6,800.75	5,000.00	1,800.75	136.0%
Miscellaneous	190.00			
Trophies	353.80	400.00	-46.20	88.5%
Player Equipment				
Baseball	0.00	440.00	-440.00	0.0%
Softball	0.00	400.00	-400.00	0.0%
Player Equipment - Other	882.81			
Total Player Equipment	882.81	840.00	42.81	105.1%
Rentals				
Equipment	0.00	175.00	-175.00	0.0%
Other	60.00			
Total Rentals	60.00	175.00	-115.00	34.3%
Supplies				
Line Chalk	0.00	125.00	-125.00	0.0%
Total Supplies	0.00	125.00	-125.00	0.0%
Uniforms				
Allstars	0.64			
Baseball	0.00	3,000.00	-3,000.00	0.0%
Softball	0.00	1,000.00	-1,000.00	0.0%
Uniforms - Other	3,949.12			
Total Uniforms	3,949.76	4,000.00	-50.24	98.7%
Utilities				
KPUB	1,268.59	1,100.00	168.59	115.3%

09/02/19

Ingram Little League ID 03432617
Profit and Loss Budget vs. Actual
October 1, 2018 through September 2, 2019

	Oct 1, '18 - Sep 2, '19	Budget	\$ Over Budget	% of Budget
Total Utilities	1,268.59	1,100.00	168.59	115.3%
Total Expense	79,918.93	18,630.00	61,288.93	429.0%
Net Income	219.28	-232.00	451.28	-94.5%

09/02/19

Ingram Little League CIM
Profit and Loss Budget vs. Actual
October 1, 2018 through September 2, 2019

	<u>Oct 1, '18 - Sep 2, '19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Grants				
2019 Peterson Grant	56,315.00			
Total Grants	56,315.00			
Interest	2.11			
Transfer from General Fund	949.00			
Total Income	57,266.11			
Expense				
Transfer to General Fund	57,931.92			
Total Expense	57,931.92			
Net Income	-665.81			

09/02/19

Ingram Little League CIM
Statement Of Cash Flows
October 1, 2018 through September 2, 2019

	Oct 1, '18 - Sep 2, '19
OPERATING ACTIVITIES	
Net Income	-665.81
Net cash provided by Operating Activities	-665.81
Net cash increase for period	-665.81
Cash at beginning of period	2,791.63
Cash at end of period	<u><u>2,125.82</u></u>

INGRAM LITTLE LEAGUE

Commissioners

Baseball / Softball

DRAFT

Over the years that I have been president of Ingram Little League (ILL), the position of Vice President had very few responsibilities as defined in our constitution, but was expected to a lot more than their job description indicated. I am thinking we need to rectify that and one way to do so is to create positions in our League that are appointed by the Board of Directors whose sole responsibility is to oversee our Baseball and Softball Leagues (and perhaps our T-Ball/AA Minors Divisions). And, after looking at other League's structure, including Kerrville, I see positions of "Commissioners". These persons are given the responsibility of overseeing all functions for either the Baseball or Softball Leagues and report to the Board of Directors. And so, here is what I propose as job descriptions for those "Commissioners".

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Ingram Little League Commissioner
Baseball / Softball / AA Minor & T-Ball

The Commissioner(s) shall be appointed annually by the ILL Executive Board of Directors.

The Commissioner shall:

1. Ensure the smooth conduct of and compliance with all Local and Little League International rules by their respective League(s).
2. For the term of his/her appointment, liaise and/or negotiate with third parties (eg:- Councils, the media etc) as the representative of ILL regarding Little League competitions.
3. Be the final point of arbitration for any disputes among competition participants SUBJECT TO the jurisdiction of the ILL Executive Board of Directors.
4. Collate any injury reports, and submit them to the responsible authority for insurance purposes.
5. Generally have the power to make any decisions on issues not addressed within the ILL Constitution, By-Laws and Little League International Rules & Regulations.
6. Discharge the duties of the Player Agent as defined in those rules
7. Maintain the details of all registered players on the ILL online records.
8. Review and verify Scorebook information from each Little League game, in order to ensure that:
 - No over-pitching offense has occurred,
 - No illegal player has played (ie: unregistered or suspended players),
 - No breach of any ILL restriction has occurred.
 - No breach of any ILL Code of Conduct has been reported.
 - Any such reports or offenses are reported promptly to the ILL Vice President.
9. Ensure that the teams have adequate equipment, including a scorebook, prior to the commencement of the season. The intention is that the clubs involved will provide support for the program by providing a playing kit, but any additional equipment can be requisitioned from ILL's Equipment Manager. Also, replace balls during the season should it become necessary (it shouldn't).
10. To liaise with parents on administrative issues to do with the program.
11. To liaise with and support the Umpire Co-Ordinator in ensuring that at least one umpire is available for each game. Should there be problems in this area, to seek the support of the ILL Vice President in resolving them.
12. To liaise with the Webmaster to ensure that the website is current and functional.

13. Other duties as may be required and assigned by the ILL Board of Directors.

Should the Commissioner be unable to discharge his/her responsibilities during the season by reason of illness or other unavailability, the ILL Executive Board of Directors shall appoint another person to act as Commissioner during the period of that illness or unavailability.

Pool Players

The Commissioner will assign pool players according to ILL By-Laws and Little League International Rules and Regulations.

Pool Players cannot be allocated from the opposing team or assigned by the affected Team Manager(s).

Judiciary & Code of Conduct Matters

Both the ILL By-Laws and the Little International Rules and Regulations make reference to disciplinary and judiciary matters that go beyond simple game-day protests or administrative offenses, and concern the behavior of participants in the game, both adults and children. These matters should be investigated at first instance, and resolved by the Commissioner, and can, if necessary, be referred to the ILL Executive Board of Directors to be dealt with by way of a Hearing, or as otherwise dictated by our policies. The ILL Executive Board of Directors must be kept informed and current with all issues in these matters.

Such matters specifically include, but are not limited to:-

- o Any matter than involves an alleged breach of any Code of Conduct.
- o Any ejection by an umpire.
- o Any report by an umpire that involves inappropriate behavior (including by spectators).
- o Any incident related to the competition that resulted in a report to police.
- o Any complaint by a participant that the Commissioner in unable or unwilling to resolve.
- o Any matter that would ordinarily be dealt with by the Commissioner, but which the Commission declines to address because of a possible or actual conflict of interest.

Duties of the Chair of the Board

The Chair of the Board shall preside at all meetings of the Ingram Little League Board of Directors and the Executive Officers, act as a liaison between the Board and the President to help ensure the Board's directives and resolutions are carried out, and exercise and perform such other powers and duties as may be from time to time prescribed by the Board. More specifically, the Chair of the Board shall be responsible for:

- Presiding over meetings of the Board and Executive Officers
- Setting priorities and creating agendas for meetings of the Board and Executive Officers
- Leading the Board and Executive Officers to carry out its governance functions
- Ensuring the Board has approved policies to help ensure sound and compliant governance and management of the organization
- Assessing the performance of the Board and its committees
- Assuring ongoing recruitment, development, and contributions of Board members
- Partnering with the President to help ensure the Board's directives, policies, and resolutions are carried out
- Working with the President in cultivating and soliciting major foundation grants and individual gifts
- Serving as an ambassador of the organization and advocating its mission to internal and external stakeholders