

BOARD MEETING MINUTES
OF
NORTHWEST JUNIOR BASEBALL SOFTBALL LEAGUE, INC.

Date: May 4, 2025

Time: 6:00 PM

Location: NJBSL Complex

Board Members:

Present: Tina Hinssen, Luke Martin, Josh Root, Josh Milbrodt, Chad Vaught (arrived late), Justin Barnhart

Absent: James Rudo, Brittany Shaffer

Quorum Present? Yes

Others Present:

None

Proceedings:

- Meeting called to order at 6:05 PM by Martin
- May 2025 meeting minutes were approved

Old Business:

- The tournament with Neil's 965 Midwest Challenge Tournaments was cancelled entirely due to excessive rain and poor field conditions
 - Initially, just Saturday was cancelled with hopes for a late start Sunday
 - However, Sunday had to be cancelled as well because too much rain fell to get fields prepped and playable in time
 - NJBSL lost money due to extra portapots delivered for tournament
 - However, this could not be prevented because the portapots had to be delivered by Friday before cancellation decisions were made
 - Vaught was able to get the extra portapot clean outs cancelled though to avoid that additional charge
 - In future, we will make request that portapots be delivered the morning of the tournament starting, but this raises potential issue if they cannot guarantee on-time delivery
 - Neil's security deposit check remained undeposited in safe, Martin sent video text to Neil showing the check being shredded
 - No makeup dates were available with enough board members to work and Neil did not indicate interest in rescheduling
- Discussed issue that arose with Neil regarding insurance requirements in contract
 - Prior guidance from our insurance company was for our rental contract to include the same insurance policies we maintain (\$1,000,000/\$2,000,000 general liability and \$25,000 accident insurance policies with NJBSL named as additional insured).
 - Neil had the general liability policy (with NJBSL named as additional insured) but did not agree to obtaining accident insurance policy, saying no one else they rent from requires this type of policy.

- After discussion with our insurance agent, they agreed promoters (like Neil's company) do not need to have an accident policy (but should still have the general liability policy and have NJBSL named as additional insured).
 - If a league rents from us, then we should still consider requiring both the general liability and accident policy.
 - Insurance agent also said we can request a waiver of subrogation from renters, which provides an extra layer of protection and litigation avoidance, but this does not have to be a requirement.
 - Board agrees to eliminate the \$25,000 accident insurance policy requirement from future contracts unless a league is renting from us.
- Milbrodt reported that he completed plumbing repairs including two water supply valves, a sink sprayer nozzle, an outdoor water shut off at concession, three breaks in a copper supply line, and outdoor spigots at Fields #5-8 and t-ball
 - Additional testing is needed for tball water spigot, including connecting a pressure gauge to check for pressure drop to verify no underground leaks are present
 - More care is needed for winterization in the future because it appears several shark bite connections and copper pipe failures may have been due to blow outs
 - Root replaced spigot structures to make them sturdier and with proper materials
- Portapots
 - For remainder of spring season, the plan is to keep eight total portapots (five regular and three handicap) at the complex
 - 1 & 1 at tball
 - 2 & 1 at fields 1-4
 - 2 & 1 at fields 5-8
 - Vaught will handle contacting portapot company to arrange pickup of remaining extra units
- Coach Katie Mason's restaurant, 91 Restaurant Group, donated a new stainless steel prep table for concession stand
 - Table was delivered this week and Milbrodt assembled
- Note: Vaught arrived at meeting
- The right field fence on field #2 was repaired this week by Phillips Landscaping and Installation, LLC
 - Total cost was \$850
 - \$425 deposit was already paid
 - Vaught will pay remaining \$425
- Milbrodt found evidence of mice in concession stand so he placed mouse traps
 - Entry points will need to be located and repaired
- Root and Martin installed additional Hollywood base brackets for tournament and setup new trash cans throughout complex
- Shed painting
 - Doug Swartz is willing to do labor of painting
 - Board members have paint sprayers they are willing to allow use of for this project
 - Board needs to decide on a color (agree to gray for entire shed, trim can be painted a different color in future if there is time) and purchase outdoor paint & primer for sheds to be painted
- Meat Raffle Update

- Coaches should be collecting money/raffle ticket stubs/unsold raffle tickets and turning them into the Board
 - Coaches can set the deadline they want team to turn into them, as all tickets & money are due to board by 5/24/25 (Barnhart will setup final collection)
 - Next weekend (5/9 – 5/11) commissioners should send out message to coaches reminding them about meat raffle and collecting tickets/money
 - Include request that any parents who do not plan to sell their remaining tickets should turn them in early in case additional tickets are requested
- Concession stand change
 - Excess change that was placed in concession for tournament needs to be deposited back into bank account
 - However, Board agrees that some \$30 change starter envelopes should be left in safes for regular concession sales
 - Each envelope will contain 1x \$10 bill, 2x \$5 bills, and 10x \$1 bills
 - First board member that is able to open concession on any given night will get envelope from safe to place in concession drawer
- Reimbursements
 - Chad motions to reimburse Milbrodt:
 - \$387.73 for plumbing parts
 - \$81.48 for gas can refill
 - Martin second
 - Vote: all in favor
- Parking lot project
 - Still waiting on Justin Smith to say he can start project
 - Martin will contact him to ask if he thinks #1 and #2 stone should be purchased as base below parking top coat
- Scotch Doubles Fundraiser logistics for 5/17/25
 - We can get into bowling alley as early as 5:00 for setup, event starts at 7:00
 - 11 couples have signed up so far, with several more indicating intent to sign up
 - Bowling alley must be provided confirmation of number attending by 5/12/25
 - NJBSL will do more social media marketing to try increasing attendance
 - Milbrodt is willing to work the event all night without bowling
 - He will handle the 50/50 raffle and collecting cash for raffle baskets
 - There are raffle tickets in NJBSL storage that we can use as well as mason jars for collecting raffle tickets
 - Milbrodt will pick up salads and rolls from Texas Road House and bring them to bowling alley
 - Shaffer is ordering pizza from Gionino's
 - Will need to determine who is picking that up
 - Martin will purchase cookies and paper plates from Sam's Club and bring
 - Martin will collect and bring raffle baskets
 - Raffle baskets are due to him by 5/13/25
 - Hinssen reports there are enough utensil packs and napkins in concession to bring

New Business:

- Air conditioner for concession stand needs replaced
 - Barnhart reported initial price research shows about \$800-\$900 to purchase a 15,000 BTU in-wall air conditioner of similar size
 - Similar size is desired to avoid needing to replace wall/siding
 - Milbrodt has a contact person in appliance sales and will talk to him to see if a better deal can be obtained
- Playground
 - Martin reported the playground is falling apart
 - Slide was previously broken and now the swinging bar has broken
 - It is just not holding up to the frequency of use
 - Vaught motion: remove the playground for safety reasons
 - Martin second
 - Vote: all in favor
 - Root will handle getting rid of it
 - Barnhart will obtain quotes on getting swing set hardware and lumber
 - Board will look into additional playground options in future
- Treasurer position
 - Rudo has been seeking a replacement for his position throughout the year
 - Barnhart is willing to take over this position
 - Rudo sent Board a group text message indicating he would be willing to step down as treasurer for Barnhart to replace him
 - Martin motion to accept Rudo's resignation and appoint Barnhart to Treasurer for remainder of current Treasurer term (2023-2025)
 - Vaught second
 - Vote: all in favor (Barnhart abstains)
 - Barnhart will continue handling Secretary duties until a replacement can be appointed or one is elected at this summer's election
 - Barnhart will work with Rudo and Vaught to get bank account information and financial documents transitioned
 - Vaught will notify Rudo of this change
- Summer Election
 - Positions up for election include President, Treasurer, Secretary, Tournament Commissioner, Concession Coordinator, Sponsorship/Fundraising/Volunteer Coordinator, Project Coordinator, and Webmaster/Communications Coordinator
 - Social media posts will be made by Board after weekend of Scotch Doubles fundraiser in anticipation of summer election
 - Election date TBD
- Next Meeting:
 - June 1, 2025 at 6:00 PM
 - Location: NJBSL Complex
- Meeting adjourned at 7:30 PM

Minutes by: Secretary, Justin Barnhart