

RGAA - October 2025 Board Meeting Minutes:
10/16/24 - 7:45 PM - North Sewickley Township Building (Basement)

Attendees:

- Becky Gilliland
- Ashley Battaglia
- Halee Hogue
- Stephanie Kelosky
- Chloe Huber
- Dave Huber
- Jeff Lang
- Ben Lantz
- Ashley Reed
- Dawn Kohler
- Mandy Blumberg

Nominations:

- Treasurer Position is opening
- Ashley Battaglia's term is ending
 - We sincerely thank Ashley for all of the hard work and time that she put into the role! We really appreciate it!
- Dave Huber nominated Becky Gilliland for the role. Halee Hogue seconds it. No other nominations were presented. Becky accepts the position as the new RGAA Treasurer.
 - Congratulations to Becky and welcome to the board!

Financial Overview:

- Current Balance
 - **General Checking:** \$17,355.07
 - **Concession Stand Checking:** \$2,409.43
 - Historic View: Sept 2023 balances:
 - **General Checking:** \$30,337
 - **Concession Stand Checking:** \$5,234
- Recent Expenses
 - Tractor Fix Expense \$135
 - Tax filing - \$50
 - Pitching Clinic \$120
- Recurring Expenses:
 - Electric Bill - ~\$200 per month
 - Toilets - \$250 per month
 - Lawncare / Dragging fields - \$1,000 per month
 - Insurance \$25 per girl (per year) - \$923 paid for fall
 - We will need to register any new girls in the Spring
 - Shirts \$15 per girl (per season)
 - Garbage - \$130ish a month - supposed to dump weekly - Aiken
 - May be able to switch to bi-weekly for savings, possibly a sponsorship with Valley
- Volunteer fees will be coming out soon
- Equipment: Field liner, conditioner/field dry
 - May need more conditioner/field dry (We have a \$100 credit with Venezie's at the moment)

Fundraising Updates

- N/A

Team Updates

- 6u / 8u / 10u / 12u slow pitch
 - All teams are finished with the fall season
 - All teams had a good experience, no issues with other teams, everything seemed to go well
 - Ellwood City slow pitch - relationship improved greatly - significant improvement from last year

Facilities & Equipment Update

- Tractor 1 = repaired - M&M good to work with
 - This is the older tractor - 60" Dixie Chopper
- Tractor 2 = broken
 - This is the newer tractor - also a 60" Dixie Chopper
- Quad = broken, not worth repairing - should try to sell/scrap
 - Transmission issue, it hasn't run for over a year. Yamaha Timberwolf
 - Suggestion was to look for a used golf cart for dragging fields (Hartman's closing)
- Rotten door - Ben is willing to fix

New Business / Open Discussion / Ideas, suggestions, concerns

- Suggest / request to have more volunteer positions. The following people agreed to take each position:
 - **Clearance Coordinator** → Chloe Huber
 - **Social Media Coordinator** → Chloe Huber
 - **Snack Shack Coordinator** → Ashley Reed
 - **Snack Shack Co-Coordinator** → Dawn Kohler
 - An idea for volunteers: Could reach out to the high school softball girls to see if there would be any interest - There are no fryers so it shouldn't be an issue - Thinking 13 and older
 - **Field Maintenance Coordinator** → Jeff Lang
 - **Sponsorship Coordinator** → Katie Spurdute
 - Plan is to also bring back the spring Golf outing.
 - **Equipment Coordinator** → Ben Lantz
 - **Fundraising Coordinator** → not filled, please reach out to the board if interested
 - Per the discussion, this hasn't gone well over the last couple of years.

A HUGE thank you to the people who signed up for these positions. This will have a big impact. I'm very grateful!

- Volunteering in general - Feedback is that communication could be improved.
 - Emails aren't always read.
 - We could tie in volunteer opportunities with social media
 - We could share with people when needs pop up & keep a better list of what's outstanding
 - Some options for communications: Game Changer or Team reach - email isn't very efficient

Completed actions Items from the last meeting:

- Repair the tractor
- Get electricity turned back on & switched over to auto-pay
- File necessary tax papers to keep non-profit status
- Ensure insurance is set up for fall season (still needs paid though)
- Raffle bat during October meeting - Congrats to our winner Jordan Hogue!

Moving forward, to-do list:

- Create financial summary overview sheet for 2025
 - There was a budget for 2025, but we should check to see the financial results of the year, for when we go to create our 2026 budget
 - We should also consider how to develop and implement a monthly:
 - **Statement of Activities:** to track our income and expenses over a period (similar to a P&L for a for-profit company), This will help us to understand where money is coming from and where it's going.
- Pay outstanding balance for insurance and any other vendors that are due.
 - Dunk tank
 - Volunteer check and toilet rental
- Fall / Winter Field Clean up night → 10/29 at 5:30PM
 - This does count as volunteering (for volunteer fee reimbursement purposes)
 - Taking down banners & storing them, clean out snack shacks, turn off water, unplug and open fridge
 - Take Inventory of the equipment
 - General Clean up for snack shacks/sheds
 - Field conditioning / Field Dry to spread on the field over winter?
 - Shut off water
 - Gather food to take to church or a food shelter
 - After this, call for dumpster & porta-potty (turn off for winter)
- Get a certificate of insurance and pass it along to the township for building usage
- Process and send out volunteer checks
- Finalize and send out communication for winter workouts
 - 9 practices (1 per week) at Elite Athletix (3716 W Second Ave, Beaver Falls, PA 15010)
 - Cost to rent the Big Bay is \$75 per hour and can hold up to 40 girls
 - 3 practices in Dec → (Dec 7, 14, 21)
 - 3 practices in Jan → (Jan 11, 18, 25)
 - 3 practices in Feb → (Feb 1, 8, 22)
 - So, for 9 practices (2 hrs each), the total cost to rent is \$1,350
 - A lot of coaches are needed for this
 - Ben, Chris, Jeff, Becky, Dave, and Stephanie all shared a willingness to assist with coaching
 - High school students could possibly assist with these, too
 - Need to determine how to split timing/space between older & younger girls.
 - Thought is that it should be \$5 per girl per practice
 - (this is what New Brighton charges)
 - We would need 30 girls to come to all 9 practices to break even
 - New Brighton has used this to improve skills and grow their local interest in softball
 - We also need to understand our insurance coverage for this, especially for drop-in girls (maybe have them sign a waiver, similar to how Elite will make them sign a waiver)

- Pursue quote(s) for either fixing one of the fields and/or batting cages
 - We will need this when we go to pursue the pirate grant
- Consolidate board Gmail shared drives into one location with the latest/greatest information. Archive older info.
- Review and update by-laws
- Change bank account names over to current/new board members
 - Meeting minutes are needed from Halee on when Josh left the board, and also a copy of these meeting minutes
- Pursue 1 P-Card (debit card) with a transparent process for showing everything that is purchased on the card
- Meet with Stan Giles / RBF board for field tips / other suggestions
- Call Rick Hare to discuss payments - with the tractor being down, when/what did he mow?
- Contact the paint company to see if they will finish the job (paint remaining spots in the fence)
- Next meeting 11/4 - 7:45pm = North Sewickley Township Building - Basement
 - Future meetings - Moving forward, upcoming meetings will be held at the North Sewickley Township building just down the hill from RGAA. They will be the FIRST Tuesday of each month at 7:45 pm. We will keep emailing you to remind you! (so the following meeting in Dec will be 12/2/25)
- Find a free Call-in option for people who can't make it to the meeting and want to call in (Zoom?)

Board Roles:

President (Dave)

- Provides overall leadership and direction for the organization; presides over meetings and ensures alignment with mission and policies.
- Serves as the primary point of contact for league partners, governing bodies, and community stakeholders.
- Oversees all operations and supports coordinators in fulfilling their roles effectively.
- Helps identify and implement new initiatives or process improvements.
- Attends Beaver County League Meetings and relays information to RGAA Membership

Vice President (Jordan)

- Assists the President and assumes leadership duties in their absence.
- Ensures safety plans, emergency procedures, and first-aid kits/AEDs are up to date.
- Oversees coordinator positions to ensure actions/commitments stay on schedule
- Attends Beaver County League Meetings and relays information to RGAA Membership

Treasurer (Becky)

- Manages all financial transactions, recordkeeping, and reporting for the organization.
- Prepares and presents financial statements and annual budgets to the board.
- Oversees payment collection (fees, sponsorships) and monitors spending across departments.
- Assists with coach and player sign-ups within Blue Sombrero

Secretary (Halee)

- Records and maintains meeting minutes, official documents, and organizational correspondence.
- Manages the calendar of meetings and key deadlines (registrations, filings, renewals).
- Supports communication to members and assists with document organization. (sends email correspondence to membership)

Coordinator Roles

Clearance Coordinator (Chloe)

- Ensures all coaches and board members complete required background checks.
- Maintains accurate and confidential clearance records.
- Communicates with the league or governing body to verify compliance.

Social Media Coordinator (Chloe)

- Manages social media accounts and creates engaging content to promote the organization.
- Shares updates, periodic game results, and community highlights to increase visibility and engagement.
- Works with other coordinators to publicize events and fundraising initiatives.

Snack Shack Coordinators (Ashley / Dawn)

- Creates and manages the volunteer schedule for snack shack coverage.
- Communicates shifts and expectations clearly to parents and volunteers.
- Tracks volunteer participation and helps resolve scheduling issues.
- Orders and maintains inventory of snack shack items and related supplies.
- Coordinates with the Treasurer for budget and expense approvals.
- Ensures cleanliness, organization, and safety compliance in the snack shack area.

Field Maintenance Coordinator (Jeff)

- Oversees upkeep and preparation of fields before and after games.
- Coordinates volunteer workdays and liaises with facilities or grounds staff.
- Maintains an inventory of maintenance tools, materials, and supplies.

Fundraising Coordinator (Still open)

- Plans and organizes fundraising events and creative initiatives to support the league.
- Works with the Treasurer to align with the budget, track proceeds, and ensure transparent reporting.
- Engages families and the community to encourage participation and build ongoing support.

Sponsorship Coordinator (Katie)

- Focuses specifically on recruiting and managing local business sponsors.
- Ensures sponsor recognition on uniforms, banners, and online.
- Maintains relationships for recurring support each season.
 - Possibly - Annual Golf Outing Coordinator

Equipment Coordinator (Ben)

- Manages team and league equipment (bats, balls, catcher's gear, uniforms, etc.).
- Handles equipment distribution to teams and collection at season's end.
- Tracks inventory and recommends replacements or new purchases.