

**Prince William Lassie League
Board of Directors Meeting
Final Draft Minutes
18 November 2019**

Call to order: The meeting was convened by Patrick Ware, President, at 7.32 pm on November 18, 2019.

Board members in attendance included Weela Arevalo, Natalie Brunner, Loren Deel, Pete Demeter, Brandy Hall, Mike Holmes, Lauren Newton, Tyler Newton, Bill Rutherford, Dave Tyler, Patrick Ware, Shannon Williams and Wil Yow.

Minutes: The minutes of the October 14, 2019 Board meeting were approved unanimously by the Directors present.

Officer Reports: The following officer reports were given by, in the order of presentation (“no report” indicates the so noted reports were not simply skipped):

- President: Patrick
- Equipment: Dave
 - Patrick advised that the county wants the field boxes off the fields no later than November 30.
 - Dave will contact our former concessions provider to see if they want the left-over grill. If they don't we will donate or otherwise dispose of it.
- Umpires: Wil
 - End of season and tournament went smoothly.
 - Pete will be returning to umpire duty in the spring.
 - The umpire that had texted his resignation to Patrick during last month's meeting stayed on after further discussion.
- Instructional Division: Lauren
- Pigtail Division: Patrick
- Junior Division: No report
- Senior Division: No report
- Treasurer: Weela
- Secretary: No report
- Publicity: No report
- Ways and Means: Shannon

Unfinished Business:

Chalk: Dave and Tyler reported on current chalk usage. Dave volunteered to acquire a pallet chalk before the spring season when the prices drop.

Articles of Incorporation revision update: Bill provided a status report on progress in revising the PWLL Articles of Incorporation including cost data on responding lawyers. He has one more lawyer (Shannon's referral) to speak to and once that conversation takes place, will report to the Board, hopefully within the week.

USA Softball Insurance Cards: Weela reported on status of cards. Patrick confirmed that in new season cards would be distributed to coaches for distribution to parents.

Role of our umpires: This was further discussed. The discussion will be continued outside the meeting.

Position Descriptions: Patrick polled the Board members to confirm who had written their position descriptions (PDs) and offered guidance on where to find existing PDs to help in writing them. Bill will incorporate PDs into appendix 2 of the operations manual as they are provided.

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New Business:

Election Dates: [discussed during Officer Reports] Patrick revisited potential election date changes and terms of offices (e.g. Pigtail Division Director serving for a full year and not one season). This will be further discussed.

Annual Meeting: [discussed during Officer Reports] The Board discussed the importance of the annual meeting including but not limited to its role as a communications tool for the Board.

Social Media Policy: Bill raised issues with the current PWLL social media policy and the need to revise it to make it more useful. Patrick tasked Loren, Pete and Callie to examine it on this basis and to report to the Board at its December 2019 meeting.

PWLL and Blue Sombrero: Bill reported on changes to Stack Sports' (formerly Blue Sombrero's) services pricing structure, providing data for seven vendors including Stack Sports, describing, at a high level, the options available to the PWLL and the costs related to each. He recommended to the Board that the PWLL remain with Stack Sports at least for the spring 2020 season to give the Board more time to better determine its long-term course of action.

Patrick made and Wil seconded the following motion:

"I move that we stay with Blue sombrero pending the results of Tyler's comparison of comparable web services and at least through the 2020 spring season."

Patrick tasked Tyler to examine the various vendors to examine ease of use, simplicity of data migration, etc., and will report on it no later than 29 November 2019. Pursuant to that, Bill will provide Tyler admin access to the current site.

Uniform Vendor: Patrick briefly discussed league uniforms and asked Lauren, Mike and Natalie to survey other vendors for future discussion.

Adjournment:

Patrick made and Tyler seconded a motion to adjourn which passed unanimously by the Directors present at 9:10pm.

v/r



William O. Rutherford
Secretary, PWLL