

Clairemont Girls Fast Pitch Softball League

Board Meeting

February 20, 2007

Rocky Cole, League President, called the meeting to order at 6:35pm at Clairemont Covenant Church.

Meeting Attended by: Rocky Cole, Pattie Estrada, Cati Gaboian, Dana Swallows, Carol Lathrop, Harold Colson, Garth Klem, Bob Wood, Lori Whitley, Aaron Solomon, Kathy Fears and Debbie Duncan

Harold motioned to approve the minutes from the January 16, 2007 board meeting as printed.

Motion Carried.

Garth motioned to approve the minutes from the February 6, 2007 board meeting as corrected.

Motion Carried.

President's report – Rocky Cole

- There is a mandatory Presidents Meeting on February 24th. Rocky will be out of town. Pattie will attend this meeting.
- The snack bar is our biggest fundraiser. We need volunteers to work the snack bar.
 - We need to get the message out that we want people to work the 4 hours volunteer time – not pay the \$40.00.
 - Without enough volunteers we need to pay people to work the snack bar. This money comes from the \$40.00 volunteer fee and is paid at \$10.00/hour.
 - There should be two volunteers in snack bar #2 each shift. This snack bar will be busier now with the large hot dog maker. The smaller hot dog maker will go in snack bar #4.
 - If a volunteer cannot work their scheduled time they are to find a replacement or “hire” one of the teenagers (from a pre-approved list).
 - If one of the teenagers is hired they are to be paid directly from the person hiring them. That person will then be entitled to their \$40.00 reimbursement as soon as their 4 hours has been worked.
- The church volunteers will work the grill every Saturday in March from 10:00am – 2:00pm. There will also need to be league volunteers working the grill during this time period.
- The 100 Inning Game will go later than 2:00pm – we need to be prepared to have the grill staffed after the church volunteers leave.
- We will try to have the snack bar volunteer board up by Friday so people can sign up when they come to pick up their uniforms.
- Kathy Fears will be our Volunteer Coordinator. Division Representatives, Managers, and Team Parents all need to coordinate with Kathy so that all players get all necessary information.
 - There should be a person from each team that will be responsible for passing information onto the rest of that team.

- We are trying to make most communication via email. However, managers still need to check their mailboxes.
- Snack bar communication will go through the Team Parent.

Vice President's report – Pattie Estrada. No report.

Secretary's report – Debbie Duncan

Uniforms –

- The board approved the striped socks. However, when ordering we found a 5-week delivery time and the fact that we would have to order a minimum of 3-dozen socks in each color and size. Because of this we ordered plain socks to match the jersey colors.
- We will sell extra inventory (including striped socks left over from last year).
- The uniforms are due to be delivered on Wednesday. We will sort them and have them ready for distribution on Friday afternoon.

Treasurer's report – Lori Whitley

- We need to create a line item for the gifts for outgoing board members.

\$250.00	move from line item "refunds" as this is not needed.
+ \$250.00	
\$500.00	for outgoing board member gifts.

- There is \$100.00 per outgoing board member available.
- Rocky will choose gift certificates for the following outgoing board members:
 - Kim
 - Matt
 - Rick
 - Cina
 - Amber Lee
- There is no line item for regular season trophies. We will allow \$2500.00 for this and adjust down as needed.
- Lori doesn't have the key for the drop safe. We will ask Steve Barrett to come out and re-key the drop box. Until then do not drop money in the safe.
- \$75.00 in bills will be kept for change in each snack bar. Don't worry about the coins. Do not mix the money from each snack bar.

-Financial Spreadsheet -

CGFP Income & Expense Report

Feb 6th - Feb 20th, 2007

	YTD Actual	Budgeted 2007	Variance
Income			
Clothing Sales	946.00	2,250.00	<1,304.00>
CNC Carshow Income	0.00	3,000.00	<3,000.00>
Fundraising - 100th Inning	2,110.00	11,000.00	<8,890.00>
Fundraising - Pizza Parties	0.00	400.00	<400.00>
Ma & Pa Tournament Income	0.00	1,200.00	<1,200.00>
Registration - CGFP 2007	15,430.00	15,300.00	130.00
Registration - Memorial Tour	0.00	9,500.00	<9,500.00>
Rip City Income Share/Donation	410.00	550.00	<140.00>
Snack Bar - Dist Tour Income	0.00	4,500.00	<4,500.00>
Snack Bar - MDS Tour Income	0.00	3,000.00	<3,000.00>
Snack Bar - Memorial Tour Inc	0.00	4,000.00	<4,000.00>
Snack Bar - Reg Season Inc	341.00	19,500.00	<19,159.00>
Sponsorship Donations	2,200.00	3,800.00	<1,600.00>
Total Income	21,437.00	78,000.00	<56,563.00>
Liabilities			
Scholarship Fund	480.00		
Due from Members - Casey	130.00	Future Income	
Volunteer Funds	5,280.00	Potential Income	
Expenses			
Bank Fees	0.00	50.00	50.00
Clinics - Coaches	391.17	200.00	<191.17>
Clinics - Players	490.00	3,500.00	3,010.00
Equipment - Field	0.00	2,000.00	2,000.00
Equipment - Misc.	362.71	750.00	387.29
Equipment - Player	1,201.97	2,300.00	1,098.03
Equipment - Repair	203.57	0.00	<203.57>
Facility -Batting Cage Improve	0.00	500.00	500.00
Facility - Fencing Improve	0.00	500.00	500.00
Facility - Snack Bar Improve	0.00	500.00	500.00
Field Upkeep	200.00	800.00	600.00
Fundraising - Clothing Expense	0.00	1,000.00	1,000.00
Fundraising - Misc	354.02	300.00	<54.02>
Fundraising - Permit Fees	0.00	300.00	300.00
Gifts - 100th Inning	0.00	300.00	300.00
Gifts - Charitable Donations	0.00	300.00	300.00
Gifts - Outgoing Board Members	0.00	500.00	500.00
Insurance - League Medical	0.00	1,600.00	1,600.00
Meals/Entertainment	0.00	225.00	225.00
Membership Fees - Online CC	1,028.77	0.00	<1,028.77>
Membership Fees - Sams Club	107.92	0.00	<107.92>
Photos - Regular Season	0.00	1,300.00	1,300.00

Professional Fees	0.00	1,500.00	1,500.00	CPA - 2005 & 2006 taxes, 501(c)(3)
Registration - ASA Reg	0.00	1,750.00	1,750.00	
Registration - Banners	0.00	400.00	400.00	
Registration - Flyer Copies	0.00	165.00	165.00	
Registration - All Star Tours	0.00	5,900.00	5,900.00	
Registration - Scholarship	350.00	625.00	275.00	
Snack Bar-District Tour Inven	0.00	900.00	900.00	
Snack Bar - Labor Cost	0.00	1,000.00	1,000.00	
Snack Bar - MDS Tour Inventory	0.00	800.00	800.00	
Snack Bar - Memorial Day Inven	0.00	2,500.00	2,500.00	
Snack Bar-Reg Season Inventory	2,255.37	10,050.00	7,794.63	
Supplies - Administration	545.40	400.00	<145.40>	
Supplies - Misc. Copies	0.00	250.00	250.00	
Supplies - Snack Bar	360.45	265.00	<95.45>	
Taxes - 2007	0.00	0.00	0.00	
Taxes - Non Filing Penalty	0.00	50.00	50.00	
Tour District - Supplies	0.00	150.00	150.00	
Tour MDS - Equipment	0.00	100.00	100.00	
Tour MDS - Supplies	0.00	100.00	100.00	
Tour Memorial Day - Equipment	0.00	600.00	600.00	
Tour Memorial Day - Pins	0.00	538.00	538.00	
Tour Memorial Day - Supplies	81.68	366.00	284.32	
Tour Memorial Day - Trophies	0.00	1,900.00	1,900.00	
Tour Memorial Day -Umpire Fees	250.00	4,000.00	3,750.00	
Trophies - Regular Season	0.00	2,500.00	2,500.00	
Umpire Fees - Regular Season	3,142.50	5,000.00	1,857.50	
Uniforms - All-Star	0.00	6,000.00	6,000.00	
Uniforms - Embroidery	0.00	3,700.00	3,700.00	
Uniforms - Regular Season	4,141.52	7,000.00	2,858.48	
Utilities - AT&T	97.94	240.00	142.06	
Utilities - Mailbox Rental	0.00	100.00	100.00	
Utilities - SDG&E	127.68	1,800.00	1,672.32	
Tournament Expenses 2006	613.55	0.00	<613.55>	
Taxes - 2005	0.00	0.00	0.00	
Taxes - 2006	0.00	0.00	0.00	
Misc. Expense	0.00	0.00	0.00	
Total Expenses	16,306.22	77,574.00	61,267.78	

Total YTD Income - Expenses	5,130.78
Checking Account Bal Carried forward	11,174.62
Volunteer Funds Collected	6,320.00
Volunteer Funds Reimbursed	(1,040.00)
Actual YTD Bank Balance	21,585.40

Estimated Expenses		
Outstanding Umpire Fee Estimate	(3,000.00)	1/2 Outstanding Balance
Outstanding Insurance Fee	(1,600.00)	Budgeted
Outstanding Approved Promo Inventory	(800.00)	Need to Categorize where it falls in the budget
Outstanding Uniforms/Hats/Visors	(4,000.00)	1/2 Outstanding Balance
Debbie Duncan - printer supplies	(\$16.79)	ACTUAL

Total Estimated Expense	(9,416.79)

Estimated Income

TL 100th Inning - (202 - 34 siblings) X \$50	6,290.00	(Minus \$2110 already collected)
Potential Volunteer Fee	5,280.00	
Outstanding Potential Volunteer Fees	240.00	
Outstanding Registrations	510.00	

Total Estimated Income	12,320.00

Estimated Account Balance	24,488.61
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2/20/07 Meeting

Approved Changes to the Budget	Old Budget	New Budget	
Registration - Scholarship	\$500.00	\$600.00	Raised Budget to Accommodate Potential New Player
Trophies - Regular Season	\$0.00	\$2,500.00	New Expense
Gifts - Outgoing Board	\$0.00	\$500.00	New Expense
Registration - Fee Refund	\$250.00	\$0.00	Eliminated this Expense, Refunds Reflected in Registration Income
Supplies - Snack Bar	\$0.00	\$265.00	Hot Dog Machine, 3 Microwaves

Submitted to the Board by **Lori Whitley - Treasurer**

Certificates for sponsors –

- We will order a new banner for the Barrett's.
- Maybe a “thank you” banner on field #2 for Lenny and all his hard work as Webmaster?
 - Lenny doesn't want a new banner to promote his business as they are scaling back.
 - Maybe dedicate field #2 to Lenny?
 - Have a plaque made for Lenny. Check with Jack Laux – he has a friend who made the CGFP signs.
- Lori is looking for the receipt from Closet World. Not all of the shelving was installed and the door was crooked. Lori will ask them for a partial refund for unfinished and shoddy work.

Player Agent – Carol Lathrop

There is a problem with the 12U Managers getting information. The 12U Representative no longer has a player in that division so perhaps she would rather not be the player rep for that division? Rocky will ask her. If she would like to step down Carol will find a new 12U Rep.

Harold mentioned that it would be ideal for a representative to be at the field regularly and available on email.

When do registrations close?

- ASA regulations say to give until the 1st day. This is open to interpretation – is that the first day of practice or the first games? We don't want to turn girls away.
- Effort will be made to honor specific requests made prior to skills assessments. After that time requests will not be honored.
- We will take late registrations – the board will decide how the girls are to be placed on teams.
- There is a new girl interested in 12U. We are at budget on Scholarship money. This can be amended to accommodate a new player.
 - The league will not provide equipment.
 - The \$40.00 volunteer fee is still required.
 - The \$50.00 fundraiser fee is still required.

Pattie motioned to amend the Scholarship Budget by increasing it \$125.00 for a new player. Bob seconded the motion.

Motion Carried.

Umpire in Chief – Garth Klem

The schedule is out. Hopefully there won't be too many changes.

All of the 6U managers are new. Can people be available to help them get going for their first games?

Garth will help with the 8:00am game on Saturday.

- There is a players clinic on Sunday, 2/25 at 10:00am for 6U and 8U players.
- There is a 10U Catchers clinic on Sunday, 2/25 from 9:00am – 10:00am.
- There is a 10U Pitchers clinic on Sunday, 2/25 from 10:00am – 11:00am.

Games were scheduled beyond the end of the season – the schedule will be revised.

Division Representatives:

6U Division – No report.

8U Division – Aaron Solomon

- The receptor is bent at 3rd base on field #1 so the base will not go in all the way. Dana will try to fix it. If he cannot fix it, it must be replaced.
- Rule amendment –
Currently – there is no lead off for the first 1/3 of the season and no stealing bases for the first 1/2 of the season.
Suggested – allow girls to lead off the first 1/3 of the season without stealing. They can't leave the base until the ball leaves the pitcher's hand.

Board approved.

- “No Dogs Allowed” signs need to be purchased and reinstalled on fields.

Debbie motioned to allocate \$100.00 for the purchase of “No Dogs Allowed” signs for the fields. Lori seconded the motion.

Motion Carried

10U Division – No report.

12U Division – No report.

Equipment Manager's report – Mike Reichert.

Mike was absent. Rocky gave the following report.

- The Rip City balls are marked with black. Some are missing. It is all right to use these – just make sure to return them.
- LeeAnn will order new balls. The goal is 2 buckets per pitching machine.
- We need the line up cards – Pattie will get them.

Snack Bar report – Cati Gaboian

- Kathy Fears will make up the snack bar schedule.
- Cati will go to Sam's Club to stock up on snack bar items before the games on Saturday, 2/24.
- The refrigerator was left open with food in it in snack bar #2.
- Cati has a friend that will do the work on the handicap door for snack bar #2 for free if we get going on it.
 - The quote received from K-Co was \$2800.00 for the door and \$2400.00 for the window.
- Cati will get a price for a Slurpee Maker. We can purchase it after the proceeds come in from the 100 Inning Game.

Volunteer Coordinator – Kathy Fears

Kathy will do the Opening Day programs, as Rocky will be out of town.

Old Business –

- Pattie – Field #2 is the only field left to be cleaned up.
- Pattie will purchase the small hot dog maker for snack bar #4 as previously approved by the board.
- 100th Inning Game:
 - Sandy Candy Fundraiser
 - Rules to all managers
 - Help is needed with the pitching machines
 - Financial end of this is taken care of
 - Lori will write letters to companies asking for prize donations
- The eye black has been ordered and received in all three styles picked at the last board meeting.

The next scheduled board meeting will be Tuesday, March 6, 2007 at 6:30pm at the Clairemont Covenant Church. Debbie Duncan will confirm the room number.

Meeting adjourned at 9:00pm.

Debbie Duncan
CGFP Secretary 2007