

# BYUNP, INC.

## Board Meeting – Meeting Minutes

May 13, 2014

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**Meeting was called to order by:** Rick Rohrbaugh, Vice-President

**Time:** 6:40 pm

**Location:** 140 Curds Way, Red Lion

**Attendance:** Stacy Burchett, Erin Aspito, Sheila Glad Daugherty, Debbie Houser, Rick Rohrbaugh, and Jen Dennison were in attendance.

**Meeting Minutes:** Rick Rohrbaugh welcomed everyone and thanked them for coming. The minutes from the April 10, 2014 meeting were distributed and reviewed. Debbie Houser made a motion to approve the minutes, and a second was made by Shelia Glad Daugherty.

**Treasurer's Report:**

- Sheila sent out individual emails to the team treasurers with copies of their respective financial statement.
- She will no longer be printing all the detail simply because it is getting too lengthy.
- Copies of the spreadsheets and their totals showing each team will still be brought to the meetings.
- Once again is requesting that the treasurers of each team check over the financials for their respective teams to make sure that the numbers and the balances are correct and agree with that of the organizational treasurer.
- 12U still has not given over any financial information. Sheila has reached out on many levels to try and gather this information. It is important to get this information so that it can become a part of our overall financial statements.

**Team Banners/Sponsorships:** Tarry Bratton will take over getting the team banners together. We need to make sure that all donors are listed where promised according to our sponsorship levels. Sheila sent out an email to the team treasurer's requesting them to get her a listing of all sponsors who contributed \$100 or more. We are aware that some teams have some personal donors and the team treasurer's need to make the determination whether or not these people want their names listed and how they should be listed on the banner. Once a confirmation is done then Tarry will work on getting the banners printed. Sheila is still waiting to hear back from 11U, 12U, and 14U.

**Contact Listing:** The listing still doesn't contain information for the 12U team. That will be updated and resent once it is received. Kileen will update the League Lineup website to show the team reps, GM's, team treasurers, etc.

**Budgets:** We are still in need of a 12U budget.

## **Fundraising:**

- “Flocking” –
  - Nothing new to report. The fundraiser is still ongoing.
  - Checks can be made payable to BYUNP, INC.
  
- Golf Outing
  - 45 Foursomes were present
  - Total Income from golf and other misc. items were:     \$16272.00
  - Total Expenses:                                                     \$8582.86
  - Total Profit                                                             \$7689.14
  
- Total profit divided evenly among all teams would net \$865.03 per team (This includes the deduction for the 10% of the administrative costs.
  
- A Copy of the detailed Profit and loss statement is attached.

## **Background Checks:**

- The executive board spoke and decided that there was a need to complete background checks by all of the following:
  - Coaches
  - Team General Managers
  - Team Parents
  - Team Treasurer
  - Board Members
  
- The board has decided to incur these costs realizing that the initial costs could be quite - extensive. Having the understanding that future years wouldn’t be as costly because it would not require these individuals to get rechecked every year, but rather have them sign off on a waiver stating that nothing had changed with re: to their status. This would transfer the liability from the organization to the person themselves.
  
- If any of the background checks come back with any finding then the executive board (Pres, Vice-Pres, Secretary, and Treasurer) will discuss the actions that need to take place. If they are unable to come to a decision then they have the option to involve the “base line reps”. However information will remain as confidential as possible and won’t involve any more people than necessary.
  
- Background packets were completed and made available by the board secretary. She will collect the packets and begin the checks asap. This will continue until fully complete.

## **Liability Issues:**

- An issue was brought to the attention of the board. There has been a situation in which younger Gamers have been practicing along with an older sibling’s team.

- The board discussed the issue and decided that situation should be left up to the coaches discretion.
- There are certain teams playing in the EYC League. It was mentioned that the EYC states that the liability during this time falls under the rec. league. Therefore, a portion of the dues they pay to the rec league is for insurance. A board member stated that as long as we provide the rec league with proof of our insurance (ie. a certificate of insurance stating we have our own coverage) then the liability would no longer fall under the rec league. This is not the current understanding of the rec league director. Tarry stated that he will contact the rec director to get further clarification.
- **Mike Zelger was contacted and he said that our current coverage should be fine, and that we may just need to provide a certificate of insurance proving our coverage.**

### Communications:

- Team Moms : It has been brought to the board's attention that the team moms are not getting the information out to their parents/players. suggested that we may want to hold an organizational meeting on a Sunday evening to discuss the roles of team parents, general managers, team treasurers, etc. A recommendation was made that Stacy send an email confirming the team rep and provide a listing of duties and see if they are still interested in continuing with their current duties.
- The suggestion was made to prepare a newsletter on a regular basis and send it to all the players/parents. This would hopefully help to build that communication back up. Dan Ness nominated Erin Aspito to prepare this regular newsletter. Kileen Bond was able to 2<sup>nd</sup> the motion. Vote was unanimous and the motion carries. Erin will begin working on this newsletter and will get something out to the board in a timely manner. It was suggested that we use Mail chimp or something of the sort for the ease of complexity. These issues will be researched by Erin. Erin sent a few suggestions out to the board, but in all honesty none of the board members had a chance to review and reply to Erin. It was decided that Erin will continue as she feels necessary to complete perhaps one newsletter for this year. This would take place at the end of the season.

League Line-up Website: Kileen Bond was able to get this set up initially although it is not entirely updated and correct. It was suggested that Stacy send an email requesting a copy of the password so that the organization would have a record of this. Hopefully this would enable someone else to log on to the site and update any necessary information.

Sponsorships: (No Change) Cory Goshorn was approached by a possible sponsorship re: the levels of sponsorship we are offering. There was some confusion and some concern about what other groups of a similar kind are putting out there. The board spoke about this issue and decided

that our goal is to make this organization successful and as a result would be very interested in the feedback from various community members. This issue was discussed at great length but nothing has been decided at this point. It was suggested that we changed nothing for this year but look towards next year to implement any changes. Rick suggested that we think “outside the box” for the levels (for example, patch, banner, footer on emails, etc) This issue will continue to be discussed at future meetings. **This issue was tabled until a future meeting.**

**Helmets:** (Issue was tabled; No Change) Dick’s Sporting Goods is going to possibly be providing the organization with some batting helmets. However the earliest that this may become a reality is May 1<sup>st</sup>.

**Gamers’ Decals/Window Stickers:** (No Change) Cory Goshorn is looking into the idea of purchasing window stickers and/or decals for the parents/players to purchase. He will do some research and report back at a future meeting. Cory was not present and will be tabled until a future meeting. Debbie Houser has done this for another organization and has stated that she will look into a vendor for this.

**Rules and Regulations:** The board would like to get suggestions from everyone to help things run more smoothly. It is important to remember that this is a learning process and hopefully we can all work together to make the organization a success.

**Organizational Meeting:** An organizational meeting was held at Backyard University on Sunday, April 27, 2014. A copy of the sign in register of those in attendance is attached. Overall there was a fairly descent turn out. The forum was as initially planned. Jason Aspito initially addressed the group followed by each of the board members. The meeting ended with a question and answer session. Many of the initial ideas of the board were addressed and reiterated. Since this was not a formal meeting for the non-profit; meeting minutes were not taken. It was simply to be an informative meeting and a chance for many of the people involved to ask the board questions that they felt relevant.

**Administrative %’s:** Rick Rohrbaugh make a motion to leave the administrative % deducted off of each deposit to remain at the 10% as initially decided by the board. This includes the gun raffle and the golf outing. The motion was second by Sheila Glad Daugherty. Rick followed the motion by saying that we can take a look at this amount later in the season. The board doesn’t want to create a deficit and have to in turn as parents for additional personal donations to help cover administrative costs of tax returns, etc.

**Suggestions For Next Year:**

- The board suggested that individual team meetings be held as opposed to a large initial group meeting. That way there will be more understanding by the parents/players. Questions will also be able to be tailored toward the specifics of that individual team. (Suggest board members to be present so that team reps, gm, mom/dad, etc can be chosen and understand their duties at hand.
- The board suggests having parents sign off on their duties should they choose to act in a function of a team rep, team treasurer, team parent, GM, Coach, etc. This again will force all involved to understand the operation of the nonprofit and the reason behind some of our legal requirements.
- Suggestion for the possibility of an additional item added as a level of sponsorship. Adding the newsletter as a perk to being a sponsor.

**Try-outs:** The board recommends tryouts to be held the first week in August. This would perhaps be the best solution to avoid other tryouts as well as the beginning of the fall sports season.

**8U Gold Team:** The treasurer of the above team asked if they could use some of their funding to attend a York Revolution Game. The board discussed the idea and approved this use of their funds.

**"G"s For Batting Helmets:** Jen Dennison has reached out and was able to get some stickers made of each of the players to put on their batting helmets.

**Adjournment:** Shelia Glad Daugherty made a motion to adjourn, 2<sup>nd</sup> made by Debbie Houser.

Meeting Adjourned 8:52pm

**Next Meeting:** The next meeting is scheduled for July 13, 2014 at 140 Curds Way Red Lion, PA.

Respectfully Submitted,

Stacy Burchett, Secretary