

# Exton Little League – Board Minutes – 3/24/14

**Date/Place:** March 24 – Knights of Columbus, Exton

**Meeting started:** 07:00 PM by Bob Herman

## Attendance

### Members Present:

Bob Herman—President

Terry Campbell-- Vice President

Dave Stevenson-- Vice President of Baseball

Mike Scalea-- Asst VP of Softball

Tim Fredricks-- Asst VP of Baseball

Mike Dowger—Field Manager Baseball

Carolyn Dowger-- Secretary

Marcia Wileczek-- Director of Community Outreach

Tom Pitt- Vice President of Community Relations/Communications

Jeff Bennett-- Director of Player Development

Andy Brown Treasurer

Jim McMonagle-- Field Manager Baseball

Greg Pfeifer-- Webmaster

Eric Longenecker-- Vice President of Field Operations

Mark Ronayne-- Field Manager Softball

Greg Espenshade-- Field Manager Softball

### Members Absent:

Mike Macri-- Director of Umpires

Russ Hartz-- Vice President of Softball

## Approval of minutes

\*The Board Present approved meeting minutes for 2/19 unanimously.

Members voting : Bob H, Terry C, Dave S, Tom P, Andy B.

## Agenda items

### Discussion on Minutes

- Executive Board minutes are not posted on site – Tom will post Exec Board minutes within the next week.

- Bob proposed that minutes be passed to Board members within 4 days. Attending member have 3 days to respond with updates. Approval will be given via email. Meeting minutes should available on the website in about a week. Carolyn and Tom agreed to this plan.

### **New Treasure Assignment**

Bob announced that Treasurer Vince Burke resigned 3/5. Andy Brown was appointed 3/23. The Board approved this appointment at an Executive Board meeting.

### **Budget review for 2014 -**

The budget was reviewed by Terry and Bob - it is attached at the bottom of these minutes.

- ELL 2013 - 2014 Budget - Attachment 1 below
- Exton Little League operations budget - Attachment 2 below

### **Notable items:**

- **Fundraiser** - Tim Fredricks proposed a Joe Corbi fundraiser to the Exec Board and they are considering it.
- **Snack Bar** - The Snack bar operation will record income and expenses separately. Employees will no longer be paid in cash. The employee hours will be tracked and expectations set to hold them accountable for the operation.  
- Marcia noted she is now working for a food service company and suggested she may be able to help with snack bar supplies.
- **Volunteer opportunity** The Board is looking for a volunteer to solicit internal sponsors - this position would include preparing a flyer or email (info is on website) and distribute to the membership.
- **Fields** - ELL has the authority to rent Manor. There is a contract with Millennium for field use at Manor. Eric L is the contact for field use at Manor.
- **Bank** - Bob switched the league's bank at the beginning of the year to a league sponsor.
- **Taxes** - Terry Campbell will be getting a 1099 going forward.

**Update on Governance and recommendations from Jan meeting** - Tom Pitt noted that Carolyn D prepared an update to the By-Laws to include some the recommendations from the January meeting. Russ Hartz reviewed these updates and had some changes. Russ is out of town but when he comes back a meeting with Russ, Tom and Carolyn will be held to discuss next steps.

### **Special activities – Marcia**

- Opening day – 4/5
  - No big name for first pitch
  - T-Ball – 8:45
  - Minor B Softball & Schmidt – 10:15
  - Moonbounces booked
  - No face painter
  - Plans are to use Sign up genius
  - Plans to sell T-Shirts
- Marcia noted there is a company for spirit wear – she will follow up with the company to get more details.

### **Field update –Terry**

- Most fields are ready –
- Terry notes some small changes that are still needed
- Dugout's are closed on Shipl due to damage. There is not money in the budget to get them fixed this year. "Park and rec" from the township condemned the dugouts. Eric will find out more in the next few days how/if repairs will be handled.

### **Baseball update – Dave**

- Boot road opens week of April 1 . This field will be used for rescheduled practices.
- Most of equipment and uniforms have been handed out.
- Exton Station - Generator donated for Schmidt
- Opening day 4/5
- Field clean up Sat 3/29 -8:00 – 12:00

### **Softball update – Mike Skalea**

- All rosters set – practices have started
- Field day 3/30
- Clinics are being planned

### **Picture day – Sunday 4/6**

**Meeting Adjourned:** 9:00 PM by Bob Herman

**Minutes prepared by :** Carolyn Dowger

### **Attachments:**

- Attachment 1 - ELL 2013 - 2014 Budget
- Attachment 2 - Exton Little League operations budget

# Attachment 1 : ELL 2013 - 2014 Budget

## ELL 2013 - 2014 Budget

### Expenses

**Total Facilities Operations Budget** \$ 61,489.00

### Administrative Expenses

Bank	\$	225.00
Banquets	\$	7,500.00
Coach Meeting	\$	100.00
District Fees	\$	5,500.00
Opening Day	\$	650.00
Post Office	\$	150.00
Williamsport (LL fee)	\$	4,200.00
Miscellaneous	\$	500.00
Awards/Trophies	\$	2,500.00
Tryouts	\$	1,100.00
Website	\$	675.00
District Banquet	\$	750.00
<b>Total</b>	\$	<b>23,850.00</b>

### Equipment/Uniform Expenses

#### Equipment:

Playing Equipment/Balls	\$	12,000.00
Umpire Equipment	\$	850.00
Field equipment in the past has been budgeted here, but now in Field/Ops Budget		
<b>Total</b>	\$	<b>12,850.00</b>

#### Uniforms:

Spring	\$	23,000.00
Fall	\$	8,000.00
Banquet Apparel	\$	3,000.00
Coaches Shirts	\$	1,200.00
<b>Total</b>	\$	<b>35,200.00</b>

#### Fundraiser Expenses

<b>Total</b>	\$	<b>6,800.00</b>
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#### Reading Phillies

<b>Total</b>	\$	<b>4,550.00</b>
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#### Registration

<b>Total</b>	\$	<b>5,600.00</b>
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#### Snackbar

<b>Total</b>	\$	<b>12,200.00</b>
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#### Sponsorship

<b>Total</b>	\$	<b>11,300.00</b>
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#### Umpires

<b>Total</b>	\$	<b>15,000.00</b>
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#### Expense Total

	\$	<b>188,839.00</b>
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**Total Revenues**

<b>Banquet</b>	\$	7,000.00
<b>Fundraiser</b>	\$	11,500.00
<b>Reading Phillies</b>	\$	7,000.00
<b>Registration</b>	\$	86,000.00
<b>Snack Bar</b>	\$	21,000.00
<b>Sponsorship</b>	\$	30,000.00
<b>United Way</b>	\$	375.00
<b>Field Rentals</b>	\$	1,500.00
<b>Revenue Total</b>	\$	164,375.00
<b>Net</b>	\$	(24,464.00)

## Attachment 2 : Little League Facilities Operations Budget for 2013/2014

<b>Exton Little League Facilities Operations Budget For 2013/2014</b>	<u>Projected</u>	<u>Actual to date</u>
Operation and Maintenance Of Ship Park, Meadow Brook Manor Park and Exton Station		
<b>Grass Cutting</b> This is based on 40 cuts per season. All fields 2 cuts per week for 14 weeks (28 cuts) and all fields 1 cut per week for 12 weeks. (12 cuts). Ship Park cuts are \$39.75 per cut per field and Exton Station and Manor Park fields are \$34.00 per cut per field	\$7,260.00	
<b>Fertilizer and Pesticide Applications</b> Based on 5 fields (Tee Ball Is Free) all having 6 applications.	\$4,770.00	
<b>Grub Control</b> Grub Control application is in addition to our 6 step fertilizer program.	\$945.00	
<b>Aeration and Over Seeding</b> Aeration and Over Seeding will be a necessary step this year in order to enhance the overall quality and integrity of our fields. This would NOT be done to Exton Station.	\$2,200.00	
<b>Infield Conversion (Exton Station) and Lip Repair (Ship)</b> Skin ES infield turf, Adjust turf edge height Ship 1 & 2, Prep all fields for top-dress	\$5,500.00	\$5,320.00
<b>Field Mix Material and Delivery</b> For top-dress of Ship 1 & 2 and skinned conversion and improvements at Exton Station. Top dress of Tee-Ball field and stock material for Ship and Manor parks Based on 144 tons of Premium Infield Mix delivered from Martins Quarry.	\$4,500.00	\$3,068.03
<b>Labor to install Field Mix</b> This is for the labor to spread and grade infield mix at Ship Park and Exton Station. Based on a manpower estimate at a rate of \$25/hr plus equipment rental.	\$4,500.00	
<b>Field Dry</b> This is based on 80 bags of Rapid Dry shared across all facilities.	\$1,150.00	
<b>Guide Line Marker</b> This is based on 4 pallets of material shared across the facilities.	\$1,300.00	
<b>Miscellaneous Equipment Maintenance and Repair</b> This is for maintenance and repair of ELL equipment. Fuel, oil, tires, seasonal maintenance, etc.	\$2,500.00	
<b>Field Usage and Set-up Supplies</b> This is for bases, pitching rubbers, rakes, drag mats, string line, wire ties, etc.	\$1,500.00	
<b>Irrigation</b> This is for Start-up service and repairs and adjustments throughout the season. This is for repairs needed as a result of damage from downed PECO transmission line	\$1,200.00 \$6,800.00	
<b>Safety Netting In Batting Cages At Ship Park</b> Supplies to repair existing overhead netting and install new side nets.	\$500.00	
<b>Porta-Potty Service</b> 4 units @ \$78/month for 7 months	\$2,184.00	
<b>Trash and Recycle Service</b> 2 - 2yd dumpsters @ \$75/month each, 2 recycle totes @ \$30/month each - \$210/month	\$1,680.00	
<b>Utilities</b> Water, Sewer, Electric, etc.	\$8,500.00	
<b>Repairs to Facilities</b> Buildings, sheds, appliances, fixtures, etc.	\$1,000.00	

**Exton Little League Facilities Operations Budget For 2013/2014**

Operation and Maintenance Of Ship Park, Meadow Brook Manor Park and Exton Station

**Items Not Covered Or Quoted In This Budget**

Electric to batting cages.....**estimated at \$2500**

Repairs to Ship dugouts.....**estimated at \$12,000**

Field Rentals

WCASD

West Whiteland Township

**Total Facilities Operations Budget**

Projected

Actual to date



2,000

1500

\$ 61,489.00