

Salem NH Softball BOD Meeting Minutes

9-12-2017 7:15pm

Attendees:

- ✓ President: Brett Grande
- ✓ VP of Support: Ryan McNamara
- ✓ VP of Operations: Carolyn Kennedy
- ✓ Treasurer: Steve Twombly
- ✓ Director at Large: Rick Solt
- ✓ Director at Large: Matt Campbell
- ✓ Director at Large: Jason Dailey
- ✓ Director at Large: Bob Schneider
- ✓ Director at Large: Bill Beeley
- Director at Large: Chris Rigazio
- ✓ Director at Large: Jon Forman
- ✓ Director at Large: Lysette Labrecque

Agenda:

- Choose Positions and divide responsibilities

| <u>Role</u> | <u>Responsibility</u> | <u>New Person(s)</u> |
|------------------------------|--|--------------------------|
| Scheduler | Talk to surrounding towns, get consensus on schedules, enter into our sites | Steve |
| Tourney Director | Registers travel teams, sign up for tourneys, make sure documents are in a binder, player cards, insurance forms, LOE, etc | Steve |
| Uniform Coordinator | Order/pick up. Make sure all players picked the right size (email parents), keep track of spares, order gear for travel teams, jackets | Ryan-Rec; Steve-AS |
| Web Site CIO | Add notices, add teams, add schedules, move players around, add sponsors and logos, etc | Jason |
| Player Agent | Create draft rules/process, See where new players should be assigned, field inquiries about changing teams/divisions | Jason |
| 8u director | Create rules, settle disputes, etc | Jason |
| 10u director | Create rules, settle disputes, etc | Bill |
| 12u director | Create rules, settle disputes, etc | Chris |
| 14-18u director | Create rules, settle disputes, etc | Carolyn |
| Umpire scheduler | Works with the UIC to make sure all games have umpires, check schedules to make sure in sync, and work with them on payments | Steve |
| Field equipment/maintenance | Orders supplies, drags the field extra if necessary, makes sure we have bases and mounds everywhere, plan clean up, etc | Rick/Bob |
| Check fields before events | On days with rain, this person(s) is in Salem and can let the scheduler know to cancel or not bases on forecast and field conditions | Bob/Rick |
| Parade Committee | Helps with choosing a theme, designs, recruits supplies/people, etc | Rick/Matt/Bob/Brett/Ryan |
| Umpire in Charge | Responsible for taking our schedule and turning into assigned umpires | Carmine |
| Equipment Managers | Make sure every team has a bag of equipment, balls, etc. Order supplies thru the treasurer before/during the seasons | Ryan/Matt |
| Gym Coordinator/scheduler | Works with the school booking site to make sure we have winter indoor facilities | Brett |
| Scheduling with Schools/Town | Books fields in the online system and with the town | Brett |
| Safety Officer | Makes sure we have kits, answers questions at Gen Assembly, helps with presentation for Gen Assembly | Keri |
| Facilities/Block House | Orders keys, hands out and keeps track/collects them. Coordinates water turn off/on. Change locks | Ryan |
| Gen Assembly PPT Maker | Updates slides with new items, new teams/players, etc | Steve |
| Fundraising Coordinator | Works with businesses to get sponsorship | Bob/Matt |
| Secretary | Gathers/Sends agenda, takes minutes, circulates minutes and uploads to the web site | Lysette |
| Bathroom Clean Up | Regularly checks the bathrooms for toilet paper, hand soap, working lights, and cleans up | Jon/Ryan/Jason |

- 2018 pricing: \$70 (tball), \$100 (8u), \$120 (10u+)
- Early Bird Discount: \$15
- Late Fee: \$30
- BOD Discount: \$35
- Dates for 2017-18 events
 - Ryan to circulate spreadsheet that he brought to the meeting
- Babe Ruth vs USA Softball at certain divisions in 2018 (pros/cons)
 - 14u can play in USA of BR, whichever they choose
- Action Items:
 - **Ryan** to circulate spreadsheet of dates
 - **Matt** to check with Rich Wilson of Soccer to see if they will trade off their porta-potty spending towards a bathroom cleaning service and we share the bathrooms with them
 - **Lysette** to get a quote on fencing where the Convenient MD Sign resides
 - **Steve** to clarify that coaches are to remain at the field until all kids are picked up
 - **Brett** to send communications on Coach's game on Sunday Oct 22, including description of wearing costumes, costume contest, whether or not there are kid events, etc. Lysette may have more notes on this to add.