

LEBANON LITTLE LEAGUE BASEBALL, INC.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

Pursuant to Ind. Code § 23-17-15 and Article VI, Section 4 of the Little League International Constitution, a meeting of the Board of Directors of Lebanon Little League Baseball, Inc. ("LLL") was held immediately following the meeting of the General Membership on October 16, 2019, at the Lebanon Municipal Building, 401 South Lebanon Street, Lebanon, Indiana 46052.

Directors Present: Eric Blackburn, Melissa Garrard, Chip Hunter, Aaron Kaytar, Corey Kutz, Luke McQueen, Matt Reynolds, Matt Shepherd, Jason Smith, and Brian Tandy (arrived late).

Also Present: Amy Baldwin and Ryan Baldwin (both left early).

Matt Reynolds was requested to be the temporary Chairman of the meeting.

Melissa Garrard was requested to be the temporary Secretary of the meeting.

1. Following Election by the General Membership, the Directors proceeded to organize into offices and position designations. Matt Shepherd moved that Matt Reynolds serve as President. Chip Hunter seconded. Motion passed. Matt Shepherd moved that Corey Kutz serve as Treasurer. Aaron Kaytar seconded. Motion passed. Luke McQueen moved that Melissa Garrard serve as Secretary. Chip Hunter seconded. Motion passed. Jason Smith moved that Matt Shepherd serve as Umpire in Chief. Chip Hunter seconded. Motion passed. Matt Shepherd moved that Aaron Kaytar serve as Vice President, Softball. Jason Smith seconded. Motion passed. Chip Hunter moved that Will Kadel serve as Vice President, Baseball. Luke McQueen seconded. Motion passed. Corey Kutz moved that Luke McQueen serve as Safety Officer and Luke McQueen, Eric Blackburn and Kurt Keller service as co-Facilities/Buildings & Grounds managers. Aaron Kaytar seconded. Motion passed. Cory Kutz moved that Jason Smith serve as Coach/Player Development manager. Aaron Kaytar seconded. Motion passed. Aaron Kaytar moved that Brian Tandy serve as Player Agent. Matt Shepherd seconded. Motion passed. Aaron Kaytar moved that Chip Hunter manage the Farm League. Corey Kutz seconded. Motion passed. The Board also discussed that Brian Tandy would be spearheading the Fall League program although that is not an official office. The offices of IT/Information, Fundraising, and Sponsorship were not filled at this meeting. Thus, the officers of LLL are:

President-Matt Reynolds
VP Baseball-Will Kadel
VP Softball-Aaron Kaytar
Secretary-Melissa Garrard
Treasurer-Corey Kutz
Player Agent-Brian Tandy
Sponsorship/Fundraising-Open

IT/Information Officer-Open
Junior League-Chip Hunter
Safety Officer-Luke McQueen
Umpire-in-Chief-Matt Shepherd
Coach/Player Development-Jason Smith
Facilities-Eric Blackburn, Kurt Keller, Luke McQueen

2. Treasurer Corey Kutz presented the 2019 Season Budget for review and closure. A copy of this report is attached hereto as Exhibit A. Corey made a few observations. Witham Hospital is our large Capital Investment sponsor. The "Donations" line refers to unplanned, unsolicited gifts such as testamentary transfers. The "Donations/Sponsors" line refers to sponsorships sold by LLL. "Fundraising" includes the fundraising buyout. This item is 171.34% of budget mainly due to the donations solicited by the AAA All-Star team for their tournament in southern Indiana. This is an extraordinary income item and may not recur. The "Refunds/Allowances" item is due to some confusion about league ages for which refunds were issued. The negative income item for "Registration Fee-Fall Ball" is a carryover from 2018 where the Fall Ball program was canceled and refunds were issued. The "Total Registration Fees" is somewhat less than budget (73.52%) due to the anniversary promotion offered to reduce fees for early registration. Corey is going to work on dividing and allocating expenses to division for the 2019-2020 year. The "Accounting" expense includes the accountant and purchasing QuickBooks. The "Advertising" expense includes an end-of-season survey by SurveyMonkey. The "Banking Fees" item includes buying checks for the transition of LLL's accounts to Huntington National Bank. This item is not expected to recur next year. The "Baseball All-Star Uniforms" expense includes hotels for the AAA All-Star tournament in southern Indiana, but there were extraordinary fundraising income items to offset it. The "Concession Service Fee" includes one-half of the profit. Steve Schlesinger runs Concessions. LLL purchases the food, and then LLC and Schlesinger split the proceeds. A discussion was had regarding the terms of the Schlesinger contract and the prospect that he would want to increase his rate for the upcoming season. The "Utilities" expense includes an extraordinary expense relating to a toilet that was left on after the season. This is not expected to increase. We have income from the money market account with Huntington National Bank and the rewards credit card which was not budgeted. We have paid for an artificial mound for Field 1. We are replacing the scoreboards on Fields 1 and 2. This capital expense was approved during the 2018-2019 fiscal year but will be paid during the 2019-2020 fiscal year. The cost for these will be approximately \$11,000 and will reduce the net income bottom line on this report as this cost is not yet accounted for. The current cash balances of LLL are \$70,000 in money market account, \$3,000 at Huntington National Bank, \$300 at Key Bank (our credit card rewards go to this account). The \$11,000 expense for the scoreboards will reduce these cash balances.

3. Matt Reynolds presented a chart to show declining registration although this is a trend in all youth sports. In 2008, LLL had over 800 children participation. In 2019, there were

only about 300. A discussion was had regarding League residential eligibility and inter-district play. A discussion was had regarding registration fees. No final decision was made as to the registration fees for 2020.

4. Matt Reynolds led a discussion of opportunities to increase sponsorship fees, including having a corporate sponsors, dugout sponsors, scoreboard sponsors, and sponsors on social media. He noted that fundraising for LLL is easier than for some youth sports as it is a recognized entity. Usually, it is only a matter of when, not if, our fundraising goals will be met. Jason Smith made a motion to increase our sponsorship fees to \$250 for a banner, \$450 for a team, and \$550 for a banner and team combination. Bryan Tandy seconded. Motion passed. Matt Reynolds will be circulating a revised sponsorship letter by e-mail for comments and approval.

5. Matt Reynolds presented a list of important dates for 2020:

- February 1-Clinics 12 p.m.-5 p.m., LHS Aux Gym
- February 8-Clinics 12 p.m.-5 p.m., LHS Aux Gym
- February 15-Walk-in registration 9 a.m.-1 p.m., location is undetermined at present as there is a conflict at LHS on February 15. We either need to move to another location or move to another date.
- February 15 & 22-Competitive divisions evaluations 9 a.m-1 p.m., location is undetermined at present as there is a conflict at LHS on February 15. We either need to move to another location or move to another date.
- March 8-Coaches meeting 12 p.m.-4 p.m., LMS Seminar Room
- March 9-Draft 6-9 p.m., Location TBD
- March 11-Rosters to coaches and player contact. Practices can begin
- March ??-Dick's Sporting Goods League Appreciation Event-Trader's Point location
- March ??-Local umpire clinic
- April 11-Picture day (8 a.m.-2 p.m. LHS Aux Gym)/Opening Ceremonies/Games Begin

6. The Agenda Item regarding Board Apparel was skipped.

7. A discussion was had regarding capital projects. Matt Reynolds discussed the new scoreboards for Fields 1 and 2 which would be delivered soon. He also discussed the artificial mound/infield leveling for Field 1 which has already been procured. The Board discussed a Wish List of other capital improvement projects they would like to see as follows:

- a. Lights on Fields 3 and 4. We are testing new lights and getting quotes. In the past the estimates have been between \$30,000-\$40,000, and the numbers for participation in softball haven't really justified this large expense.
- b. Bathroom updates. Matt Reynolds is contacting 4 different contractors about renovations to the bathrooms, including epoxy floor painting, new dividers, and updating fixtures.
- c. Finish paving to Somerset. We would like to look at completing the paving between Fields 1 and 2 all the way to Somerset Drive, but Triangle Asphalt has not returned calls about getting estimates.
- d. Bleachers for Field 4. The existing bleachers are rusted and look terrible. The quote for new bleachers is \$1850 for a 5-row aluminum bleacher without backs and \$3900 for a 5-row aluminum bleacher with backs.
- e. Playground Equipment. A discussion was had regarding installing playground equipment between Fields 2 and 4 to entertain younger children, but this is expensive. The estimate has been around \$40,000.
- f. Batting cage (softball side)
- g. Shade canopies for spectators
- h. Add a second story to equipment garage
- i. 8U pitching machines

8. Matt Reynolds presented a discussion that we were the only youth sports organization in the City of Lebanon that doesn't get support from the City and the City would like to help us out. Parks Director John Messenger has offered to use Parks Department equipment to fertilize the fields. We would be responsible for the product. The City has also offered to donate ground up street millings for our parking lot.

9. In turn, LLL would like to support the City's Tiny Hitters program. This is in the fall so it does not compete with LLL programs. In addition, the City's program is for a younger age group than that served by LLL programs. LLL would provide some equipment (bats, gloves, etc.) for the City to use in the Tiny Hitters program. The equipment would be returned to LLL upon completion of the Tiny Hitters program.

10. A discussion was had regarding instituting an equipment recycling program for participants to donate outgrown equipment to younger participants. This has been discussed in the past, but storage space has always been a limiting factor.

11. Registration opens January 1, 2020.

12. Jason invited ideas to recruit new adult umpires.

13. A discussion was had regarding golf carts at the Fields. By consensus, it was agreed that golf carts should be restricted to outfield areas and should not be permitted in any areas adjacent to infields. LLL needs to explore signage regarding restrictions on golf carts.

There was no further business being no further business of Board of Directors, Jason made a motion to adjourn. Brian Tandy seconded. Motion passed and the meeting of Board of Directors adjourned.

Dated: November 7, 2019

Secretary: 
Signature

Melissa R. Garrard
Printed Name

	2017	2018	2018	2019	2019	2020
	Actual	Budget	Actual	Budget	Actual	Budget
Income						
Capital Investment Sponsors	\$20,500.00	\$13,500.00	\$13,500.00	\$10,000.00	\$10,000.00	\$10,000.00
Collection at Games	\$142.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Concession	\$35,777.26	\$30,000.00	\$31,174.49	\$30,000.00	\$24,705.20	\$30,000.00
Donations	\$0.00	\$0.00	\$1,730.00	\$0.00	\$1,221.82	\$0.00
Donations/Sponsors	\$0.00	\$0.00	\$28,192.58	\$30,900.00	\$26,672.55	\$27,800.00
All-Star Fundraising	-	-	-	-	-	\$0.00
Field Usage Fees	\$80.00	\$200.00	\$729.00	\$200.00	\$0.00	\$200.00
Fundraising	\$11,885.55	\$9,472.50	\$9,512.50	\$8,750.00	\$14,991.87	\$9,450.00
Refunds-Allowances	\$0.00	\$0.00	\$365.11	\$0.00	-\$315.00	\$0.00
Registration Fees	\$0.00	\$0.00	\$4,853.13	\$0.00	\$0.00	\$0.00
Registration Fees - 10U	\$2,335.00	\$3,600.00	\$3,332.50	\$2,880.00	\$1,893.48	\$2,550.00
Registration Fees - 12U	\$1,500.00	\$2,400.00	\$2,602.50	\$1,920.00	\$1,623.78	\$2,175.00
Registration Fees - 8U	\$4,300.00	\$4,800.00	\$4,597.50	\$3,840.00	\$2,237.36	\$1,650.00
Registration Fees - AA	\$8,300.00	\$9,000.00	\$8,770.00	\$7,200.00	\$4,423.52	\$5,700.00
Registration Fees - AAA	\$7,765.00	\$9,000.00	\$8,725.00	\$7,200.00	\$5,158.12	\$5,025.00
Registration Fees - Fall Ball	\$6,243.12	\$6,875.00	\$3,114.28	\$1,500.00	-\$134.03	\$0.00
Registration Fees - Lil Rookies	\$0.00	\$1,300.00	\$565.00	\$500.00	\$1,020.60	\$625.00
Registration Fees - Majors	\$6,400.00	\$4,800.00	\$5,717.50	\$3,840.00	\$3,976.52	\$5,100.00
Registration Fees - Tball Base	\$483.14	\$3,000.00	\$6,717.50	\$5,000.00	\$4,710.18	\$4,920.00
Registration Fees - Tball Soft	\$85.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Registration Fees	\$37,411.26	\$46,025.00	\$48,994.91	\$33,880.00	\$24,909.53	\$27,745.00
Sales	\$0.00	\$0.00	\$160.00	\$0.00	\$0.00	\$0.00
Sales of Product Income	\$775.22	\$0.00	-\$36.52	\$0.00	\$0.00	\$0.00
Scholarships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sponsor Fees	\$21,050.00	\$22,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Uncategorized income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$129,196.29	\$121,697.50	\$134,322.07	\$113,730.00	\$102,185.97	\$105,195.00
Gross Profit	\$129,196.29	\$121,697.50	\$134,322.07	\$113,730.00	\$102,185.97	\$105,195.00
Expenses						
Administrative						
Admin - Accounting	\$477.04	\$600.00	\$823.69	\$600.00	\$1,239.99	\$600.00
Admin - Advertising	\$400.00	\$900.00	\$399.10	\$900.00	\$223.84	\$500.00
Admin - Awards	\$1,497.20	\$2,000.00	\$1,822.10	\$2,000.00	\$1,274.00	\$1,800.00
Admin - Background Checks	\$0.00	\$50.00	\$0.00	\$50.00	\$45.60	\$50.00
Admin - Bank Charges	\$46.00	\$50.00	\$102.70	\$50.00	\$15.00	\$0.00
Admin - Banking Fees	\$0.00	\$50.00	\$89.72	\$50.00	\$150.76	\$100.00
Admin - Board Apparel	\$0.00	\$0.00	\$520.00	\$500.00	\$263.22	\$500.00
Admin - Charter	\$3,827.50	\$3,170.85	\$3,253.29	\$2,971.35	\$2,971.35	\$2,978.94
Admin - Merchant Fee	\$858.13	\$1,000.00	\$435.68	\$1,000.00	\$1,462.23	\$1,000.00
Admin - Other Expenses	\$0.00	\$0.00	\$259.35	\$0.00	\$502.54	\$0.00
Admin - Registration	\$346.62	\$350.00	\$0.00	\$350.00	\$0.00	\$200.00
Admin - Tournament Fees	\$1,907.03	\$2,500.00	\$1,311.01	\$2,500.00	\$1,029.08	\$2,000.00
Admin - Training	\$0.00	\$250.00	\$90.00	\$250.00	\$190.00	\$250.00
Total Administrative	\$9,359.52	\$10,920.85	\$9,106.64	\$11,221.35	\$9,367.61	\$9,978.94
BB/SB Equipment						
Baseball Equipment						
Baseball All Star Uniforms	\$2,560.39	\$2,340.00	\$3,297.90	\$2,340.00	\$5,405.75	\$2,730.00
Baseball Equip - Baseballs	\$2,977.81	\$1,915.00	\$2,193.90	\$1,500.00	\$1,015.95	\$1,500.00
Baseball Equip - Helmets&Gear	\$0.00	\$300.00	\$0.00	\$300.00	\$0.00	\$300.00
Baseball Equip - Uniforms	\$11,687.00	\$12,520.00	\$11,475.71	\$12,520.00	\$10,715.72	\$11,720.00
Baseball Equipment & Supplies	\$0.00	\$2,260.00	\$3,848.52	\$2,000.00	\$676.66	\$1,800.00
FALL BALL - UNIFORMS	\$2,688.00	\$3,750.00	\$0.00	\$750.00	\$0.00	\$2,500.00
Lil Rookies - Uniforms	\$0.00	\$600.00	\$0.00	\$450.00	\$972.10	\$975.00
Total Baseball Equipment	\$19,913.20	\$23,685.00	\$20,816.03	\$19,860.00	\$18,786.18	\$20,925.00
Softball Equipment						
Softball Equip - All-Star Uniforms	\$1,128.60	\$1,560.00	\$1,456.00	\$1,500.00	\$1,686.84	\$1,700.00
Softball Equip - Helmets&Gear	\$0.00	\$750.00	\$718.01	\$1,000.00	\$832.86	\$1,000.00
Softball Equip - Softballs	\$2,167.00	\$0.00	\$94.00	\$0.00	\$0.00	\$1,000.00
Softball Equip-Uniforms	\$3,901.00	\$4,320.00	\$3,955.51	\$4,320.00	\$3,331.03	\$3,400.00
Softball Equipment & Supplies	\$0.00	\$0.00	\$0.00	\$500.00	\$401.73	\$500.00
Total Softball Equipment	\$7,196.60	\$6,630.00	\$6,223.52	\$7,320.00	\$6,252.46	\$7,600.00

Exhibit A

Total BB/SB Equipment	\$27,109.80	\$30,315.00	\$27,039.55	\$27,180.00	\$25,038.64	\$28,525.00
Building and Grounds	\$12,954.10	\$0.00	\$0.00	\$0.00	\$254.00	
Building and Grounds - fields	\$55.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Building and Grounds - Mowing	\$4,950.00	\$7,000.00	\$6,475.00	\$7,000.00	\$6,350.00	\$7,000.00
Building Maintenance and Suppl	\$3,786.59	\$6,950.00	\$13,358.74	\$12,000.00	\$4,193.06	\$8,000.00
Total Building and Grounds	\$21,745.69	\$14,950.00	\$19,833.74	\$19,000.00	\$10,797.06	\$16,000.00
Concessions	\$4,033.15	\$4,425.00	\$3,389.35	\$2,000.00	\$301.63	\$500.00
Concession - Food & Beverages	\$11,980.35	\$11,000.00	\$10,983.89	\$11,000.00	\$7,906.93	\$10,000.00
Concession - Merchandise	-\$33.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Concession Service Fee	\$10,591.19	\$10,000.00	\$9,620.88	\$10,000.00	\$8,517.74	\$12,000.00
Total Concessions	\$26,570.73	\$25,425.00	\$23,994.12	\$23,000.00	\$16,726.30	\$22,500.00
Dues & Subscriptions	\$371.87	\$500.00	\$77.99	\$100.00	\$0.00	\$0.00
Fall Ball Refund		\$0.00	\$3,735.00	\$0.00	\$160.00	\$0.00
Field Equipment & Supplies	\$457.35	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00
Field Equip - Bases		\$0.00	\$0.00	\$250.00	\$191.81	\$0.00
Field Equip - League Banners	\$2,509.13	\$400.00	\$0.00	\$400.00	\$0.00	\$400.00
Field Equip - Materials	\$9,885.65	\$7,000.00	\$6,978.97	\$5,000.00	\$380.00	\$5,000.00
Field Equip - Scoreboards		\$0.00	\$382.92	\$0.00	\$8,999.61	\$0.00
Field Equip - Stands	\$3,167.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Field Equip - Tools	\$258.74	\$800.00	\$840.58	\$500.00	\$0.00	\$0.00
Total Field Equipment & Supplies	\$16,279.26	\$8,700.00	\$8,322.47	\$6,250.00	\$9,571.42	\$5,400.00
Field Maintenance and Repairs	\$0.00	\$0.00	\$0.00	\$0.00	\$393.75	\$0.00
Fundraising Fees	\$746.01	\$947.25	\$986.89	\$1,000.00	\$1,013.28	\$1,000.00
Fundraising Fees - Sponsor Banners	\$2,322.00	\$2,500.00	\$3,398.44	\$2,500.00	\$2,380.38	\$2,500.00
Total Fundraising Fees	\$3,068.01	\$3,447.25	\$4,385.33	\$3,500.00	\$3,393.66	\$3,500.00
Insurance	\$1,143.00	\$1,200.00	\$2,305.00	\$2,000.00	\$1,152.00	\$2,000.00
Legal & Professional Fees	\$975.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00
Meals and Entertainment	\$511.29	\$500.00	\$862.81	\$500.00	\$596.31	\$500.00
All Star Team Meals						\$0.00
Office Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$7.49	\$0.00
Office - Consumables	\$601.50	\$750.00	\$287.24	\$750.00	\$800.00	\$750.00
Office - PO Box Rent	\$0.00	\$90.00	\$208.00	\$200.00	\$0.00	\$106.00
Office - Postage	\$94.00	\$200.00	\$150.92	\$200.00	\$159.10	\$200.00
Total Office Expenses	\$695.50	\$1,040.00	\$646.16	\$1,150.00	\$966.59	\$4,556.00
Other General and Admin Expenses	\$285.99	\$0.00	-\$23.18	\$0.00	\$0.00	\$0.00
Promotional	\$112.49	\$750.00	\$964.69	\$750.00	\$240.98	\$500.00
Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Repair & Maintenance	\$357.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Stationery & Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subcontractors	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$625.91	\$300.00	\$0.00	\$300.00	\$330.15	\$300.00
Taxes	\$28.59	\$0.00	\$22.00	\$0.00	\$2.00	\$0.00
Travel	\$49.00	\$200.00	\$0.00	\$0.00	\$3,924.00	\$0.00
All Star Team Hotel						\$0.00
Umpire Fees	\$4,482.50	\$5,500.00	\$4,827.26	\$5,500.00	\$3,362.50	\$5,500.00
Total Other Expenses	\$6,142.04	\$6,750.00	\$5,790.77	\$6,550.00	\$7,859.63	\$6,300.00
Utilities						
Utilities - Electricity	\$4,274.71	\$4,500.00	\$4,782.80	\$4,800.00	\$3,929.22	\$4,200.00
Utilities - Water	\$846.21	\$1,000.00	\$330.39	\$1,000.00	\$1,355.10	\$1,000.00
Total Utilities	\$5,120.92	\$5,500.00	\$5,113.19	\$5,800.00	\$5,284.32	\$5,200.00
Total Expenses	\$119,092.63	\$109,748.10	\$111,212.77	\$107,151.35	\$90,335.19	\$101,959.94
Net Operating Income	\$10,103.66	\$11,949.40	\$23,109.30	\$6,578.65	\$11,850.78	\$3,235.06
Other Expenses						
Miscellaneous						
Penalties & Settlements	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Reconciliation Discrepancies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Expenses	\$0.00	\$6,750.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Net Other Income	\$1,575.00	\$0.00	\$248.00	\$0.00	\$1,039.03	\$500.00
Net Income	\$10,103.66	\$11,949.40	\$23,357.30	\$1,578.65	\$12,889.81	\$3,735.06