

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 November 7, 2019, at the Lebanon Municipal Building, 401 South Lebanon Street, Lebanon, Indiana 46052.

Directors Present: Eric Blackburn, Melissa Garrard, Aaron Kaytar, Corey Kutz, Luke McQueen, Matt Reynolds, Matt Shepherd, Jason Smith, and Brian Tandy.

Also Present: Michelle Jenkins, Little League District Administrator, Indiana District 3.

1. Michelle Jenkins introduced herself. She is the new District Administrator for District 3. She started in May and went to DA training in Williamsport. She reported on the status of our District. District 3 has added a league in Covington. The Covington league has been around since 1952. They have good retention and only lost 3 kids to travel programs last year. With the addition of Covington, District 3 now includes, Lebanon, Western Boone, West Lafayette, North Montgomery, South Montgomery, and Covington. Crawfordsville is not currently chartered at all, but they are exploring softball. Frankfort has recently lost their charter. Covington will have a AAA division. Western Boone is interested in inter-league play and is trying to grow a AAA division. She also reported on various insurance recommendations from LL Williamsport but stated that Lebanon is always fully insured and currently has both errors & omissions insurance as well as crime/fraud insurance. She recommended that Lebanon LL obtain driver’s licenses from all volunteers to ensure that the people are who they say they are (and the correct persons for whom we are running background checks). She suggested that this might be accomplished through a “Meet the Manager” night. She also reminded the Board Members that we are mandatory reporters for child abuse/neglect. She reported that 15-16 year old volunteers must now get background checks. She recommended concussion training at the coaches meeting. She encouraged the Safety Officer to submit the ASAP Plan (a safety awareness plan) before April 3 so District 3 can get a bonus. Michelle reported that the Rules Book will now be offered as an official app available for a one-time fee of 99 cents. It will be searchable. She reported that the Little League International Board would be meeting on November 8, 2019 to determine LLWS dates, and she will receive the local tournament dates by December. She reported on the new Regional headquarters to be located in Whitestown. Ground has already been broken, and District 3 will get first dibs for a game in these facilities in 2021. One of her new initiatives will be the creation of a Challenge Program for differently abled adults and children.

2. A discussion was had regarding registration fees for the 2020 season. In 2019, Lebanon offered a significant discount in honor of the anniversary of our league. The registration fee for 2019 was \$70 for early registration and \$110 for regular registration. The Board discussed increasing the fees somewhat over time so that large increases would not be needed in the future. Jason Smith made a motion to set the early bird registration fee at \$75 and the regular registration fee at \$110 for the 2020 season. Matt Shepherd seconded this motion. Motion carried unanimously. It was determined to leave T-ball registration fees unchanged (\$60) for the 2020 season.

3. An extensive discussion was had regarding the anticipated budget for the 2020 season. A copy of the budget discussed by the Board is attached hereto as Exhibit A. Matt noted that an increase in registration fees should increase overall income. If Exhibit A is adjusted to account for the fees approved at this meeting, the "Total Registration Fees" income number will go to \$27,745, and the "Total Income" number will go to \$105,195. If registration numbers increase, concessions income will also increase. Donations fluctuate from year to year. Accounting expenses for 2020 reflect the purchase of new Quickbooks software. The "Merchant Fee" expense should be less than \$1,000, but if concession increase, this number will also increase. The "Baseball All-Star Uniforms" expense for 2020 is projected to be \$2,730. This is significantly less than 2019, because the expense number for 2019 included the sale of spiritwear for the AAA All-Star State Tournament. The cost for "Fall Ball Uniforms" is projected to be \$2,500. The "Mowing" expense for 2020 may increase as the fields got double fertilized due to a miscommunication. The grading on Field 1 did not happen so this will need to be done between the spring and the fall. The increased number for "Building Maintenance and Supplies" reflects the updates to the bathroom facilities and umpires' room. "Fundraising Fees" includes raffle prizes. We are going to evaluate the expense items for "All-Star Team Meals" and "All-Star Team Hotels" in connection with a general reconsideration of the All-Star policies at a later meeting. The pitching mounds on Fields 3 and 4 need to be replaced. The estimate for the replacement bleachers on Field 4 is \$4073, including freight. We are not budgeting for this; we will look for a sponsor instead. We have taken out the contingency we have carried for several years for taxes which may have been payable as a result of the entity dissolution a few years ago (which has now been reinstated). To be conservative, we have included anticipated expenses, but not revenue, from a Fall Ball program in this budget. Corey Kutz reported that we may need to re-evaluate our policy on returned checks. He further advised that we currently have \$1,700 in our checking account and \$55,000 in our money market account. Melissa Garrard moved for approval of the budget. Aaron Kaytar seconded. Motion passed unanimously.

4. Melissa Garrard presented the minutes of both the General Membership Meeting of October 16, 2019, and the Board of Directors Meeting on October 16, 2019. It was noted that Jared Turner is shown as present, when he was not, in fact, present. Subject to the correction of

this item, Corey Kutz moved to approve both sets of Minutes of October 16, 2019. Aaron Kaytar seconded. Motion passed unanimously.

5. Matt Reynolds asked for assistance in assembling fundraiser mailings. Melissa Garrard volunteered to assume that task.

6. The Board reviewed the status of closing the fields for the winter, which Luke McQueen has been working on. The batting cage net still needs to come down. The Board will have a work day at the fields on Saturday, October 19, 2019, at 9:00 a.m.

7. Aaron Kaytar reported that the Gator had been repaired (a belt was replaced and a flat tire replaced). The LT Rich is in the process of being repaired, but the repairs have not yet been completed. It has a hydraulic leak and needs to be tuned up.

8. A committee was established to plan for the new anticipated Winter Clinics. Jason Smith, Brian Tandy, Eric Blackburn, and Melissa Garrard offered to serve on this committee.

9. Equipment bag inventories are still in process.

10. Matt Reynolds reported that Mayor Gentry has offered to install crossing signs between the Little League fields and the LHS parking lots, but the Board of Trustees of the Lebanon Community School Corporation needs to approve this first.

11. The golf cart prohibition signage will cost \$40 per sign.

12. Eric Blackburn made a motion to refuse and not accept a volunteer application from Jason Reynolds. Matt Shepherd seconded this motion. The motion passed with Corey Kutz and Brian Tandy abstaining. Although this motion by its terms does not bind future boards, it was indicated that a recommendation to future boards should be noted in these Minutes that future volunteer applications from Jason Reynolds be similarly refused.

There was no further business being no further business of Board of Directors, Melissa Garrard made a motion to adjourn. Corey Kutz seconded. Motion passed and the meeting of Board of Directors adjourned.

Dated: December 15, 2020

Secretary: Melissa R. Garrard
Signature

Melissa R. Garrard
Printed Name

Lebanon Little League

BUDGET VS. ACTUALS: 2019 BUDGET - FY19 P&L

October 1, 2018 - October 30, 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Capital Investment Sponsors	10,000.00	10,000.00	0.00	100.00 %
Concession	24,705.20	30,000.00	-5,294.80	82.35 %
Donations	1,221.82		1,221.82	
Donations/Sponsors	26,672.55	30,900.00	-4,227.45	86.32 %
Field Usage Fees		200.00	-200.00	
Fundraising	14,991.87	8,750.00	6,241.87	171.34 %
Refunds-Allowances	-315.00		-315.00	
Registration Fees	0.00		0.00	
Registration Fees - 10U	1,893.48	2,880.00	-986.52	65.75 %
Registration Fees - 12U	1,623.78	1,920.00	-296.22	84.57 %
Registration Fees - 8U	2,237.36	3,840.00	-1,602.64	58.26 %
Registration Fees - AA	4,423.52	7,200.00	-2,776.48	61.44 %
Registration Fees - AAA	5,158.12	7,200.00	-2,041.88	71.64 %
Registration Fees - Fall Ball	-134.03	1,500.00	-1,634.03	-8.94 %
Registration Fees - Lil Rookies	1,020.60	500.00	520.60	204.12 %
Registration Fees - Majors	3,976.52	3,840.00	136.52	103.56 %
Registration Fees - Tball Base	4,710.18	5,000.00	-289.82	94.20 %
Total Registration Fees	24,909.53	33,880.00	-8,970.47	73.52 %
Total Income	\$102,185.97	\$113,730.00	\$ -11,544.03	89.85 %
GROSS PROFIT	\$102,185.97	\$113,730.00	\$ -11,544.03	89.85 %
Expenses				
Administrative				
Admin - Accounting	1,239.99	600.00	639.99	206.67 %
Admin - Advertising	223.84	900.00	-676.16	24.87 %
Admin - Awards	1,274.00	2,000.00	-726.00	63.70 %
Admin - Background Checks	45.60	50.00	-4.40	91.20 %
Admin - Bank Charges	15.00	50.00	-35.00	30.00 %
Admin - Banking Fees	150.76	50.00	100.76	301.52 %
Admin - Board Apparel	263.22	500.00	-236.78	52.64 %
Admin - Charter	2,971.35	2,971.35	0.00	100.00 %
Admin - Merchant Fee	1,502.23	1,000.00	502.23	150.22 %
Admin - Other Expenses	502.54		502.54	
Admin - Registration		350.00	-350.00	
Admin - Tournament Fees	1,029.08	2,500.00	-1,470.92	41.16 %
Admin - Training	190.00	250.00	-60.00	76.00 %
Total Administrative	9,407.61	11,221.35	-1,813.74	83.84 %
BB/SB Equipment				
Baseball Equipment				
Baseball All Star Uniforms	6,377.85	2,340.00	4,037.85	272.56 %
Baseball Equip - Baseballs	1,015.95	1,500.00	-484.05	67.73 %
Baseball Equip - Helmets&Gear		300.00	-300.00	

Exhibit A

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Baseball Equip - Uniforms	10,715.72	12,970.00	-2,254.28	82.62 %
Baseball Equipment & Supplies	676.66	2,000.00	-1,323.34	33.83 %
FALL BALL - UNIFORMS		750.00	-750.00	
Total Baseball Equipment	18,786.18	19,860.00	-1,073.82	94.59 %
Softball Equipment				
Softball Equip - All-Star Uniforms	1,686.84	1,500.00	186.84	112.46 %
Softball Equip - Helmets&Gear	832.86	1,000.00	-167.14	83.29 %
Softball Equip- Uniforms	3,331.03	4,320.00	-988.97	77.11 %
Softball Equipment & Supplies	401.73	500.00	-98.27	80.35 %
Total Softball Equipment	6,252.46	7,320.00	-1,067.54	85.42 %
Total BB/SB Equipment	25,038.64	27,180.00	-2,141.36	92.12 %
Building and Grounds	254.00		254.00	
Building and Grounds - Mowing	6,350.00	7,000.00	-650.00	90.71 %
Building Maintenance and Suppl	4,193.06	12,000.00	-7,806.94	34.94 %
Total Building and Grounds	10,797.06	19,000.00	-8,202.94	56.83 %
Concessions	301.63	2,000.00	-1,698.37	15.08 %
Concession - Food & Beverages	7,906.93	11,000.00	-3,093.07	71.88 %
Concession Service Fee	8,517.74	10,000.00	-1,482.26	85.18 %
Total Concessions	16,726.30	23,000.00	-6,273.70	72.72 %
Dues & Subscriptions		100.00	-100.00	
Fall Ball refund	160.00		160.00	
Field Equipment & Supplies				
Field Equip - Bases	191.81	250.00	-58.19	76.72 %
Field Equip - League Banners		400.00	-400.00	
Field Equip - Materials	380.00	5,000.00	-4,620.00	7.60 %
Field Equip - Scoreboards	8,999.61		8,999.61	
Field Equip - Tools		500.00	-500.00	
Total Field Equipment & Supplies	9,571.42	6,150.00	3,421.42	155.63 %
Field Maintenance and Repairs	393.75		393.75	
Fundraising Fees	1,013.28	1,000.00	13.28	101.33 %
Fundraising Fees - Sponsor Banners	2,380.38	2,500.00	-119.62	95.22 %
Total Fundraising Fees	3,393.66	3,500.00	-106.34	96.96 %
Insurance	3,481.00	2,000.00	1,481.00	174.05 %
Legal & Professional Fees		1,000.00	-1,000.00	
Meals and Entertainment	596.31	500.00	96.31	119.26 %
Office Expenses	7.49		7.49	
Office - Consumables	800.00	750.00	50.00	106.67 %
Office - PO Box Rent		200.00	-200.00	
Office - Postage	159.10	200.00	-40.90	79.55 %
Total Office Expenses	966.59	1,150.00	-183.41	84.05 %
Promotional	240.98	750.00	-509.02	32.13 %
Supplies	330.15	300.00	30.15	110.05 %
Taxes & Licenses	2.00		2.00	
Travel	3,924.00		3,924.00	
Umpire Fees	3,362.50	5,500.00	-2,137.50	61.14 %
Utilities				
Utilities - Electricity	3,929.22	4,800.00	-870.78	81.86 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Utilities - Water	1,355.10	1,000.00	355.10	135.51 %
Total Utilities	5,284.32	5,800.00	-515.68	91.11 %
Total Expenses	\$93,676.29	\$107,151.35	\$ -13,475.06	87.42 %
NET OPERATING INCOME	\$8,509.68	\$6,578.65	\$1,931.03	129.35 %
Other Income				
Interest Earned	421.23		421.23	
Other Income	617.80		617.80	
Total Other Income	\$1,039.03	\$0.00	\$1,039.03	0.00%
Other Expenses				
Penalties & Settlements		5,000.00	-5,000.00	
Total Other Expenses	\$0.00	\$5,000.00	\$ -5,000.00	0.00%
NET OTHER INCOME	\$1,039.03	\$ -5,000.00	\$6,039.03	-20.78 %
NET INCOME	\$9,548.71	\$1,578.65	\$7,970.06	604.87 %