

BHGS Board Meeting Minutes

Date: January 5, 2017, New Location: Round Table Pizza

Official Start Time: 7:00pm

Official Adjournment Time: 8:50pm

I. CALL TO ORDER

- Attendees: James Reddell, Kyle Jackson, Heidi Owens, Tony Bowden, Ben Scripoch, Butch Coyne, Erin Frazer, Steven Low, Erika Reddell, Christina Pike, Kristen Bowden, Floyd Killen, Dan Liddle
- Absent: Richard Popejoy, Ron Chun

II. REVIEW OF PREVIOUS MINUTES

- Butch motioned to approve the minutes from last meeting and Kyle seconded the motion. Motion approved.

III. Old Business

- Seasonal Board – James gave a status report on board recruiting. He is very pleased with everyone who has joined and that we have most positions filled. The only concern is getting a Yearbook Coordinator.
- LG Holiday Parade – Floyd gave a report on the parade. There was no damage to the boat and the giant teddy bear was a good decoration. Erika and Stacy helped keep kids entertained. Everyone had a blast and the even was a great success. Thank you Floyd, Erika, Stacy!
- Spring Recreational League Registration - Tony gave a report on current status.
 - As of 1/5/2017, current registered players:
 - 23 girls for 6U (3 teams)
 - 55 girls for 8U (5 teams)
 - 36 girls for 10U (3 teams)
 - 25 for 12U (2 teams)
 - 14U/Quakes – 6 BGHS girls
 - Outlook
 - Butch reporting a conversation with Leigh High School coaches and their concern for low registration numbers for softball rec leagues. Butch is concerned about getting 6U pipeline higher. The board discussed potential recruiting methods (RAFT vouchers for teachers, in-class info sessions, etc), but didn't decide to implement anything additional to current plans.
 - James and Ben provided comparisons to registration numbers at the same time in the past couple of years and registration is actually trending 25% higher than past seasons at this time.
 - Tony and Kristen have contacted all unpaid registrants and are working hard on getting each girl in correct division, paid, and setup. Thank you Tony and Kristen!
- Spring Season Marketing
 - Website
 - The board discussed the move from paper to Google Forms. All PDF "print and mail" type of forms (registration, play up request, scholarship request, coaches application, etc.) can be deleted from the website.
 - There are several PDF documents that need to be printed and included in coaches' binders. Those types of informational PDF's need to stay on the website (uniform sizing chart, etc).
 - **Action item:** Heidi to remove old forms from website.
 - Postcards
 - The second January "clean" mailing is on hold, pending the need for the postcards at the information booth. If we have enough postcards after information booth, he will mail them out to "clean list" of girls from past seasons who haven't yet registered. Thank you Butch!
 - **Action item:** Butch to do second "clean mailing"

- Information Booth at Safeway (Jan. 7th from 9am to 1pm)
 - The board discussed the logistics and details of the event, including staffing and signage. Thank you Tony for organizing this!
- Banners
 - Heidi reported that the Union Middle School would not allow a banner to be hung. Stratford declined a banner, but put postcards at their reception desk. St. Mary's declined the banner, but put postcards at the reception desk and offered to include information in their emailed newsletter. **Action item:** Heidi to get infographic to St. Mary's school secretary.
 - Kyle reported successfully hanging a banner at Noddin. **Action item:** Erin to hang a second banner at Noddin. Thank you Kyle and Erin!
- Budget/Projects
 - Field Resurfacing – The board had a lengthy discussion about the resurfacing project. Tony talked to Albany Construction who declined to bid the project. The bid from Jensen for \$12K is quite higher than the \$4K budgeted, but the recommended work is more extensive. Steven suggested that we would have to draw down on our prudent-reserve (currently at \$43K), but that the board does not have a hard line on the amount required in reserve. Heidi said we could petition the school or district to assist, but Butch said its in our agreement with the district that the league is specifically responsible for the coast of field maintenance. While the board would like to get a second bid before proceeding with Jensen, they are the only company we know to specialize in this type of work. Jensen recommends resurfacing the field every 3-4 years, and its been about 6. Butch noted that we need to put Pre-Emergent weed treatment down when we rake the field with the rascal, otherwise we effectively reseed the weeds across the field. James and Butch discussed the specific line items of the bid from Jensen. James would like to do everything on the Jensen bid, except the bullpens. The work will be done during President's Week while school is out. Tony made a motion proceed and not exceed \$11K, Heidi 2nd. Board voted unanimously to approve field maintenance costs not to exceed \$11K. **Action item:** Butch to work with Jensen to launch field maintenance project.
 - Snack shack electrical - Electrical circuit for the large freezer still tripping occasionally. **Action Item** – Floyd to get an "A" key for Tony so he can examine electrical for issues.
 - Dugout Covers - **Action item** - James to get new dugout covers for opening day.
 - Snack Shack Roof - **Action item** – Butch to evaluate condition of the snack shack roof.
 - Bullpen Backstops – Tony designed new bullpen backstop system, and he is working on implementing it. **Action item** – Tony to setup bullpen backstops.
- Picture Day
 - Butch set up picture day with the vendor. Thank you Butch! Heidi submitted Cafeteria reservation request for March 11, 8am to 11am.
 - **Action item** – Heidi to check on refund period for custodian fee.
- Coffee social – 6U and 8U.
 - Need a committee to organize the donut social and figure out how many volunteers are needed to run it. The objective of the event is to hand out team assignments, uniforms, meet and greet coaches, recruit for open coaching, assistant coaching, manager, and division leader roles. The girls pick their team names. The board had a discussion about evening versus Saturday for this event and the majority prefer Saturday mornings, even though Alta Vista is not available that day.
 - **Action item** - Heidi to book Oster cafeteria for February 4th - 8am to 12noon
 - Budget included for balloons to identify the teams, donuts.

IV. New Business

- Alta Vista Liaison – The board discussed the new construction at Alta Vista near the Kindergarten playground. The school is building a new Maker Area and the construction is expected to last all season long. This has had an impact on Snack Shack supply delivery and will also necessitate a new location for

the 8U clinics, which have always been on that grass area. The board also discussed the new fencing project the school is planning. They are putting in new fencing along the front and rear of the school so that all foot traffic will be routed through the office during school hours, and also to keep dogs off the fields in off-hours. James will attend the field reservation meetings and will make sure they know we need automobile access to snack shack (which he assumes will be the case anyhow).

- Uniforms
 - o Erin and Christina presented the new uniforms for the 2017 Spring Season.
 - 12U – New Razor back tanks
 - 8U and 10U – Tank uniform
 - 6U - Same tee shirt as last year
 - o The board discussed sizing charts and potential updates from 2015 (currently posted on website) and latest uniform. Kristen already has a list of chosen uniform sizes from current registrants, but she can do fancy pivot charts to change if need be. However, the board doesn't want to contact current registrants about changing uniform sizes. The board decided to leave sizing chart up from 2015 and update it after we get new info. There is still an open question as to whether the sizes are different or not.
 - o The uniforms can be ordered after James and Tony setup the teams, which will be shortly after registration closes on February 6.
 - o Thank you Christina and Erin for all your hard work on uniforms!
- Evaluations
 - o January 28 for BHGS. Action item – James to put together a schedule and plan and recruit necessary volunteers for that event.
 - o January 29 for Quakes James to put together plan for that and sending out information for that to the league.
- Family Field Cleanup Day – February 11
 - o Entire board needs to be there to help cleanup.
 - o Butch volunteered to chair the event, create a job list, recruit and staff a registration table, determine necessary supplies list, discussion of schedule yielded 9am to 1pm and the coaches clinic at 1pm.
 - o Board encouraged to send Butch a list of any proposed "jobs" including things that small kids can do. The board discussed painting the floor of the snack shack, painting but not replacing the backstops.
- Opening Day/Hit-a-thon – March 4
 - o Heidi volunteered to organize Opening Day ceremony.
 - o James noted we need to invite Jayme to come to the next meeting as she is assisting Steven in organizing the Hit-a-thon.
 - o The board discussed getting a DJ or band for the event and decided to invite a band. **Action item** – Heidi to confirm Instinct. Other details include bouncy house, raffle baskets. Ben said his wife may be available to assist with the raffle baskets in some capacity. Kyle mentioned the division reps need to coordinate, but coaches need to deliver baskets as there was wide variation in what the teams brought as auction baskets. There is no league budget devoted to auction baskets as that didn't work in the past.
 - o Rain was a problem for last year. We will put up EZ ups for opening day, hit-a-thon, evaluations, tryouts, tournaments. **Action item** - Erika will order 2 EZ-Ups, board wants to spend more and get the heavy duty ones. Weekender Elite were a suggested model.
- 2017 Rules / Goals for each level
 - o The board had a lengthy discussion about standardizing and communicating the rules of play for each division. We also discussed the need to clearly define for the coaches what the objectives are for each level to learn. We are using the ASA rulebook, but we haven't handed them out. We have exception sheets for each age division and they have been recently revised (except for 12U/14U). It's a good idea to put goals for skill development for each level and put it in the coaches registration book. Cutting edge runs the coaching clinics, so we can't task them with this. Last year, the division reps last year had coaches meeting to go over managers' handbook and

- rules. We also need to make sure we have a mentor for each of the lower level 6U and 8U first time coaches.
 - **Action item** – Butch volunteered to organize a first time coaches’ session on February 27th.
- Spring Break
 - The board discussed whether to hold games during Spring break and decided to have no games on the second Saturday of the break.
- Interleague Meeting Report
 - James attended Interleague planning day debriefed the board.
 - NorCal ASA had become USA Softball of Northern California, and the namechange is happening nationally. It will change branding on some of our marketing materials. We can add that logo to the hit-a-thon shirts.
 - Travel Classification Changes for 2017 – changing the way they do classifications
 - USA Softball Roadshow – January 29th a Sunday at Mountain View. It’s a meeting of softball league leadership from larger softball community on national level. Entire board is invited, James is attending.
- Rain Plan - The board discussed a rain plan for all the upcoming events.
 - Games - The board had a lengthy discussion about rained-out games. The board approved Thursday evenings as “Rain-out Makeup Day” for 10U and 12U (ONLY under the condition that both coaches agree to play). For 6U and 8U divisions, we will not have any rainout makeup games as there are no divisional standings and this is a recreational league.
 - Clinics are rain or shine and are indoors.
 - Opening Day – Check the rain line.
 - Family Cleanup Day – Check the rain line
 - Coaches Clinics – Richard can make a call about that. Leigh HS gym could be an alternative (Ron, Steve, Pam). – He can come up with plan.
- ASA Registration – **Action Item** – All Board Members need to do ASA registration \$20 for entire board to get background checked. ACE is easiest or Lifescan. Kyle offered to collect and confirm all background checks and ASA registrations.
- Coach Signup Status
 - Kyle gave a report for coach signups and division rep recruiting.
 - 2 coaches for 6U
 - 4 coaches for 8U
 - 3 coaches for 10U
 - 2 coaches for 12U
 - We have a bunch of assistant coaches and managers signed up. Kyle emailed 22 people who said they were interested in getting more involved to see if they will coach. January 20th is deadline to register for coaches.
- Division rep recruiting underway, Kyle contacting a few people who are great candidates.

VI. ADJOURNMENT

- Next meeting is February 2, 2017 at 7pm at Round Table Pizza. Heidi to request room 3B.
- Please include the following in the invitation: Jayme, Justin Oliver, Aaron Crumpton, and reach out to Ron Chun to attend.
- Tony motioned to adjourn, Ben seconded.
- Meeting adjourned @ 8:50pm