

# RP Cal Ripken Board Minutes

---

December 9th, 2024 | 6:00 pm | Mountain Mikes on Commerce

**Meeting called by** David Langdale- President

**Board Members in Attendance** David Langdale, Megan Langdale, Emily Howard, Trish Collins, Emma Schmid, Sammie Lawrence, Trey Wright, Vanessa Sandoval, Branden Scotto, Katrina Hogerton, Karlene Bialoblocki, Kay O'Brien, Rachel Simpson, Mike LeBoy, Tim Farris Sr., Christine Tournahu, Gina Hurley

**Board Members not in Attendance** Chris Schmid

**Members of the public** Kaci Sanchez, Jessica Macquesten

**Time Called to Order** 6:05 pm

## AGENDA TOPICS

**Prior Meeting Minutes:** November minutes approved with following correction: Treasurer report- add Treasurer and President to those who sign taxes.

**Public Open Time:** N/A

## Executive Board

### **President's Report:**

- Age cut off date per Babe Ruth Rules- update from last meeting. May 1st is the cut off date prior to turning 13 and cant be changed. However, we will allow players younger than 4 if the player's birthday is close enough- Case by case.
- Update on recent meeting with City Council regarding new field user agreement, waiting on final approval of agreement which has not yet been released by the City's Lawyer. City thought they owned everything inside of the snack shack. Building of A1 is a city building so we may have to clear out everything by end of season. City should be providing bathrooms, lots of little things in discussion. Tomorrow 12/10/24 field user agreement meeting, all that want to go should.
- Field and park improvement requirements per City of RP. Wouldn't have to pay any fees since we maintain fields. We can sign a waiver through the city and submit a request with what we want to improve at fields and then we can do whatever. They would just have a city worker stop by when the work is being done. More beneficial for us to maintain rather than the City since we do this anyway.
- Need to decide if and which State Tournament we want to apply for work around. Deadline to submit an application is January 1st. Will check the controller at the park to find out if everything checks out.
- Inventory request of everything we own- Director of Equipment asked to check this at fields we use.

**Vice President of Baseball Operations Report:** N/A

**Vice President of League Admin Report:**

- All permit applications have been submitted to the city for the season. Rancho HS denied permit to do assessments so waiting for S park. Opening day and special event permit applications have been submitted for the season as well.
- Raffles check submitted and application sent.
- Suggests secure permits for the whole entire year.
- **Constitution:**
  - Megan makes a motion, Emily 2nds- Board unanimously APPROVES.
- **ByLaws/ Board of Directors:** New and updated changes to roles- VOTES ARE AS FOLLOWS:
  - **VP of League Administration:**
    - Changes as follows: Taking off countersigned checks, Responsible for filing of field usage permits to cover anticipated needs for games & practices, reserves fields with City of RP, school district and City of Cotati, and any other entities as needed, oversees league website, manages team sideline admin.
      - Motion made by Emily to approve, Katrina 2nd-PASSES
  - **VP of Baseball Operations:**
    - Changes made: Holds debit card for field/equipment expenses & removing maintenance history file of each manager & coach.
      - Katrina motions, Megan 2nds- PASSES
  - **Secretary:**
    - Added maintain history file on each manager and coach, custodian of records and fingerprinting of board members.
      - Megan motions, Kay 2nds- PASSES
  - **Treasurer:**
    - Added in charge of payroll funds and signatures for all umpires.
      - Karlene makes motion, Emma 2nds- PASSES
  - **Director of Umpires:**
    - Removed the in charge of payroll funds and signatures for all umpires.
      - Karlene motions, Christine 2nds- PASSES
  - **Player Agent:**
    - Adding Responsible for registration and team assignment & Removing the Responsible for the preparation and filing of field usage permit.
      - Motion to approve, Emma 2nds- PASSES
  - **Director of Scheduling:**
    - Removing Responsible for filing of field usage permits to cover anticipated needs for games & practices, reserves fields with city of RP, school district and city of Cotati- Emily makes motion, Karlene 2nd- PASSES
  - **Director of Equipment:**
    - Added Assist Field & Facilities with any necessary field upkeep throughout season and off season.
      - Motion Emma, Emily 2nds- PASSES
  - **Director of Concessions (2):**
    - Made a 2 person position-
      - Kay motions, Christine 2nds- PASSES
  - **Director of Social Media & Marketing:**
    - Updating position title to Director of Social Media & Marketing from Marketing & Sponsorships , removing all sponsorship duties, added place all ads in newspaper per board approval, maintains and updates the boards social media-post pictures & event info, post all league updates, coordinates & places all banners around RP, creates flyers and peachjar adds, arranges digital banner coordination through City of RP
    - Removing visits, games, takes pictures, and submits to local and social media.
      - Megan makes motions, Emma 2nds- PASSES
  - **Director of Fields & Facilities:**
    - Added works directly with and oversees the division managers.
    - Megan made motion, Emma 2nds- PASSES
  - **Team Parent Coordinator**

- Removed- responsible for the ordering of 1st & 2nd place trophies for spring, fall and any league hosted tournament, orders sportsmanship & league awards.
  - Kay motions, Sammie 2nds- PASSES
- **Uniforms:**
  - Updated- responsible for organizing & purchasing uniforms for the season. Create and promote apparel with board approval.
  - Removed coordinates, orders and distributes team uniform for regular season and all stars, and responsible for league t-shirts & sweatshirt ordering with board approval.
  - Vanessa Motions, Sammie 2nds- PASSES
- **Director of Sponsorships:**
  - Updated- responsible for solicitation and recognition of league sponsors, member of fundraising committee, keeps accurate account of all funds paid out in the performance of fundraising, coordinates with the treasurer to deposit funds of all fundraising, responsible for coordinating year end sponsor recognition, responsible for ordering sponsor banners signs and standing boards, assists team parent coordinator with league pictures, responsible for league media guide- including soliciting ads, art preparation, printing and distributing.
    - Karlene motions, Katrina 2nds- PASSES
- **Event Coordinator:**
  - NEW added position-Coordinates all events, oversees and delegates to committee members, head of all event committees including tournaments, responsible for the ordering of 1st & 2nd place trophies for spring, fall and any league hosted tournament, orders league sportsmanship awards.
    - Emily motions, Megan 2nds motion- PASSES
- **Division Managers:** NEW added positions and there will be 5 division managers with Majors & Minors combined.
  - Duties include: Work with director of operations for coaches and player clinics, is liaison between their division and the board, and works in coordination with the Director of Scheduling, field upkeep & communication important info to their division

#### **Article V: All Star Selection Committee**

- **Remove E-** Helps player agent prepare and distribute All Star Commitment letters and Medical Release Forms to Managers or selected players &
- **Remove F-** Responsible for preparing Tournament Books for each All Star Team.
- motion made, 2nd- PASSES

#### **Article VI: Manager Selection and Responsibility**

- Section H: Remove "a score scorekeeper and a"- motion made, 2nd- PASSES

#### **Article VII: Background checks**

- Remove VP and add Secretary- Only President & Secretary
- allowed access to prospective members that have been disqualified. Emma motions, Megan 2nds- PASSES

#### **XVI: Financial Audit**

1. **Updated policy for audit requirements:** the league shall conduct a financial audit under the following circumstances:
  - a. if the league annual gross revenue exceeds \$2 million, an independent audit shall be conducted by a CPA in accordance with the requirements of the California nonprofit integrity act
  - b. if the league receives federal funds totaling \$750,000 or more in fiscal year as a single audit shall be conducted as required by federal law.
  - c. the board of directors may authorize a financial edit at any time regardless of revenue if deemed necessary to insure transparency and financial accountability to financial review.

#### **2. Financial Review:**

- a. In years when a full audit is not required, a board may opt to have a financial review or compilation performed by an independent CPA to assess the leagues financial practices and controls.

### **3. Filing and Reporting**

- a. if an audit is conducted, the audit report shall be submitted to the CA Attorney General's Registry of Charitable Trust as required, along with the leagues annual form RRF-1
- b. The treasurer shall insure that all required financial filings, including IRS form 990, are completed accurately and submitted in a timely manner.

### **4. Access to Financial Records**

- a. The leagues financial records, including audit reports and financial reviews shall be made available to members of the board of directors upon request and to the general membership during the annual meeting.
  - Emma motions, Emily 2nds- Motion passes
  - Trish Collins would like it to be noted that she voted opposed.
- Section 2 of VP of Admin- Removing countersigned checks- motion made, 2nd made and vote passes, although Trish Collins opposes.
- Per David, scorekeepers will no longer be required to be fingerprinted because they will no longer be allowed in the dugouts.
- Updated Bylaws and Rules Will be posted by January 1st.

#### **Treasurer's Report:**

- Updated financials
- Trish- Registration income has a \$595 discrepancy; there is cash Megan has and she will be depositing next time she visits the bank. Megan also has a check for the other amount to equal the discrepancy. There is also \$6000 in bank statements

#### **Update on Budget from David**

- \$1000 Brandon Champion donation received
- Clover still charging for monthly fee
- Facilitron fees.
- Ask David about updated total amount of budget
- Motion to open a NEW All star checking account, Sammie 2nds- passes
  - Initial \$10,000 to be made in this account.

#### **Secretary's Report:**

- Emily now has access to the DOJ as COR.
- Still waiting on 1 board member to get fingerprinted.

### **Member Reports**

#### **Director of Umpires: N/A**

#### **Player Agent:**

- Updated # of registrations- to date 283, 270 in November, 13 so far for December.
  - Compared to last year we were a little under at the end of November was about 7, which could make a difference. Hoping for an additional Minors team.
- Distribution of players so far looks like the same amount of teams as last year
- 5-6 scholarships given away.

#### **Director of Scheduling:**

- Application to use Rancho MU has been requested but no response as of now.

#### **Director of Equipment:**

- Plan on 41 teams when purchasing the baseballs, and line up cards.
- Would like to get pitching machine balls so that we dont ruin our baseballs for coaches.

- Recycled several dozen baseballs last season.

#### Directors of Concessions:

- Square devices ordered today.

Director of Social Media/Marketing: N/A

Director of Fields & Facilities: N/A

Team Parent Coordinator: N/A

#### Director of Uniforms:

- Get ideas for Board swag and present to boards.

#### Event Coordinator:

- Summary of the Holiday Lights Event this past Saturday. We had a lot of traffic and interactions at our booth. Question about age cut off, kid will be 13 on March 27th- Emily has information.
- Opening Day vendor: 4 food trucks
  - Coffee/breakfast cart- would like to do that, will need own generator
  - Espressiosos as well?

#### Director of Sponsorships:

- Every sponsor gets plaque from MVP SportsPix
- Espressioso's would like their banner back
- 40 interested sponsors
- No guarantee for what team to sponsor, could we honor if someone pays a higher price.
- Deadline by January 31st.

#### Members at Large:

- Trey got dug out covers donated by his company and once they come in he will install them. Stain coloring for concrete because he has a bunch with shelf life and he would be happy to stain but per David we would need to get approval from the City.

#### Old Business:

- Friday Night Lights- Revisit as it gets closer, but basically just needs to be simplified, get vendors, schedule 1 minor game and 1 majors game?
- Coaches discount for signing up to volunteer- Managers only will get a \$25 refund for those managers to get all of their training & background in time.
- AA pitching machine on stand by- Continuing development by allowing players to still try and keep the kids moving. Kids are still able to throw a couple pitches before trying the pitching machine. Hopefully this will help to keep kids coming back to baseball and allow them to have more fun. Per Trey, kids would get 5 pitches then they get 3 off the machine. David will bring to the next meeting options and we can vote.
- Additional meetings to review and follow up on open topics that need to be decided on. Can add more extra meetings during peak of the season- We don't need this at the time being.
- New umpire resources- little league has some good videos and we are losing umpires to softball. Maybe a follow up meeting after the initial umpire meeting prior to season start. Umpires can start at 12 years old.
- David Reviewed what was voted on last meeting- see meeting minutes for voted information from 11/11/24.

#### New Business:

- Drive in Movie Night with vendors to kick off of the 2025 Baseball Season. Family night on January 11th. Roxy theatre can provide popcorn. RSVP type of event just to get an estimated amount of people. Sammie & Gina working on this.
- Manager meeting- bringing back as an event
- City of RP not allowing generators at the park.

**Meeting Adjourned:** 8:40 pm

**Next Meeting:** January 13th @ Bside Restaurant at casino and its not open on Mondays. There may be a food minimum, but the room will be entirely ours.