

# California District 35 Little League

## District Meeting Minutes

**Location:** SCOE 5340 Skylane Blvd., Santa Rosa, CA 95403

**Date:** October 16, 2018

**Meeting Called To Order:** 7:04 PM

**Staff in Attendance:** Rick Duarte (DA), John Dooley (ADA), Rod Lund (UIC), Dr. Jeff May (Safety Officer), Cindy Beth (Treasurer), Michelle Love (Secretary/Information Officer).

**Staff Absent:** Dan Hermsmeyer (ADA-Int/Jr/Sr), Mark Brown (Asst. UIC).

**Leagues in Attendance:** Northbay Challenger LL, El Molino LL, Healdsburg LL, Mark West LL, Petaluma American LL, Petaluma Valley LL, Rincon Valley LL, Santa Rosa American LL, Sebastopol LL, Ukiah LL, West Side LL and Willits-Redwood LL.

**Leagues Absent:** Cloverdale LL, Coast Youth LL, Fort Bragg LL, Petaluma National LL.

**Vendor(s) in Attendance:** none.

**Review/Approval of Minutes:** none.

**Financial Report:** District Treasurer (Cindy Beth) reported a balance in the new District bank account at Exchange Bank of \$5,211.02 (which transferred over from the previous administration). District 35 also has a credit with DPH Pins of \$1,610.15 toward future pin purchases and a credit with LL Baseball of \$111.89 toward future expenditures in the LL Data Center.

**Safety Report:** District Safety Officer (Dr. Jeff May) reported that it's a good time to walk your fields and make a list of needed repairs. Check your Automated External Defibrillators (AED) to make sure it hasn't expired and if a League needs one, please contact Dr. May. For the upcoming Safety Plan submissions, discuss your Concussion Protocols and apply for your Food Service permits now.

### Agenda Items:

- I. **2019 District Budget.** Proposed a budget of \$12,000 in expenditures for the 2019 fiscal year. The budget will be financed by a "per team chartered" assessment fee for each League of \$30/team (based on 2018 # of teams chartered). District 35 had 402 chartered teams in 2018. **(Budget unanimously approved.)**
- II. **League Finances/Taxes.** Leagues must file Federal and State taxes for 2018 by February 15, 2019. Leagues are required to send their 2018 Financial Report (profit/loss plus bank/cash balances) to the Western Region office by October 31, 2018. Please email to West Region with a copy to Rick for the District files. Each League should have an approved Budget by December 31, 2018.
- III. **Constitutions/Bylaws/Local Rules:** Each League's most current Constitution is on file with the West Region (the District and each League should also have copies). NOTE: only the General Membership can update a Constitution. Bylaws (Local Rules) are approved annually by District 35.
- IV. **Chartering/Insurance:** Chartering for the 2019 season is open on the LL Data Center. Estimate your # of teams and take advantage of the various insurances that LL provides. Pay special attention

to your “additional insureds” for practice and game fields as well as meeting facilities. Insurances take effect January 1, 2019 so make sure your charter is submitted (and paid!) by that date. Changes in # of teams chartered can be entered up until June 1, 2019.

- V. Background Checks:** Begin your background checks ASAP. LL’s preferred vendor is JDP. JDP has a “quick app” which makes the process easy for the Leagues (all you collect from a volunteer is their full name and an email address ... JDP does the rest). Each League receives 125 free checks from JDP. Background checks beyond the first 125 are \$0.95 each. All volunteers (board members, managers, coaches, umpires, and anyone who has contact with the kids) **MUST** have their background checked annually. Best practice is Safety Officer checks President; President checks everyone else. Get your Boards done first.
- VI. LL Data Center:** Rick did a demonstration of the LL Data Center. It has a wealth of information available to League Presidents (and other officers). Rick encouraged each League to update their entire Boards in the LL Data Center ASAP.
- VII. Website/Social Media:** Blue Sombrero (DICK’S Team Sports HQ) is the preferred website vendor of LL (websites are free as well as the Online Registration module). Another nice feature of using their online registration is the data uploads to LL automatically. Rick encouraged ALL Leagues to have “active” websites and Facebook pages. Its 2018 and most people get their information on LL from the internet and social media.
- VIII. District Calendar Discussion:** Rick reviewed his “vision” for future District Meetings. Avoiding weekend meetings (except for All-Star Manager/Coach meetings in June); avoiding Mondays (too many holidays fall on Mondays); avoiding Fridays (obvious reasons!); so meetings will likely fall on Tuesdays, Wednesdays or Thursdays. Meetings will “rotate” between sites within the District to keep travel under control. Weeknight meetings will start at 7:00 PM (would consider dinner at 6:00 PM if a restaurant’s back room was available for the meeting). Rick will present a proposed District Calendar at the next meeting.

**Open Discussion:** Can Leagues have wine/alcohol sponsors? [Rick will inquire with LL and report back at next meeting.] Possibility of Skype (or Zoom) for District Meetings [Rick/John to check into this.]

**Next Meeting:** El Molino LL to host. Thursday, November 15, 2018 at 7:00 PM. Forestville Youth Park, 7045 Mirabel Rd., Forestville, CA 95436

**Meeting Adjourned:** 8:46 PM