

# Kennewick American Youth Baseball Meeting Minutes February 2, 2023



**Attendees:** George Rapp, Logan Peters, Alex Nelson, Glenn Stewart, Britnie Clark, Dan Nickolaus, Jewell Young, Joe Horn, Jolene Carlson, Stephanie Doherty, Lindsay Herling, Andy Wade, Tim Doherty

**Meeting called to order:**

## **Secretary Report - Steph Doherty**

- Presentation of January Meeting Minutes  
G. Rapp motioned to approve the minutes from January's meeting, L. Peters seconded, all in favor, motion carried
- Discount cards update - Businesses were confirmed and a few more will be reaching out to a few more before we finalize the card.

**Review Action Item List:** [Action Items Document](#)

## **NEW BUSINESS:**

### **Treasurer Report: B. Clark**

Intuit needs to be turned off at the end of each season so we don't get charged for payroll fees when we are not operational.

Looked at items that need to be resolved for categorizing financials

The Sports Engine link is working and we are getting revenue from registration.

Paying last year's taxes to catch up from last year. We just paid last year's taxes.

Deposits of \$5700 - \$3000 Miss Tamalis and \$2700 sponsorships

### **President Report: A. Nelson**

**League is chartered** – I don't know when rule books are showing up.

**Clubhouse-** I'd like to clean the clubhouse. What is considered a record? What is our record retention policy?

- keep any tax documents & payroll records for 10 years
- Alex will go through all documents and purge/shred what is not needed for prior drafts or birth certificate

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**Background checks** – Greg, there is a way in SE to do it. We need to ensure each coach is doing it cause it isn't doing it now.

- background checks need to be run through a sports engine, we need to make sure that this is in place before the season starts.
  
- **G. Rapp makes a motion to require all minors and majors coaches, 1 assistant and head coach, to go through Sports engine background and abuse training before being selected to coach for the season. All Rookies and T-ball coaches can go through Sports Engine or go to WSP and provide the documentation before the season begins. J. Carlson seconded motion. Motion Carries 10- yes and 2 - no 1- abstained**
  
- Meeting is set for Monday the 6<sup>th</sup> with the Major 70s coaches
- New website is being created to handle our KA Fan gear. It will integrate nicely into SE
- Registration update 163 as of right now - 32 coaches
- Email notification update
- Increased advertising....
- Dicks sporting goods gift cards and credit (thank you stephanie)
- Reimbursement process going forward - Submit your receipts the Thursday one week prior to the next board meeting to Brittne and she will cut checks for those needing reimbursement.

## **Prior to team mom meeting we need**

- Discount cards finalized
- Hit a thon packets and details

**Field Days** – League reps please make sure you have a punch list ready, I find that if we do some personalized invites that is a good way to get people to show up.

## **What does anyone need from me?**

### **Vice President Report - J. Horn**

- Contract for Miss Tamali has been signed and Alex will scan it in for our records
- Tim will get the concession rekeyed for our new tenets

### **Sponsorship: E. Anderson**

- Sponsorship money is coming in and everything is going smoothly
- Erik is working with Lindsay Herling on sponsorship
- Affordable Sealcoating and Striping will seal the concrete for \$800 and sponsorship. Erik will take care of logistics

### **C**

- **Nothing to report**

### **Umpire in Chief: G. Stewart**

- **Umpire training is going very well and we have great numbers for this season**

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- **Next clinic TBD**

### **Communications Rep - S. Hansen**

- Protocol for getting items pushed out on Facebook/Instagram/website

### **League Rep. - D. Nickolaus**

- Is needing help will guidance in the roll Alex will work with Dan to help him use the new Sports Engine
- Deadline for Minors and Majors will be Feb. 15th
- Interviews need to be scheduled starting Feb. 18th
- Push Rookie and T-Ball coaching needs weekly

### **Uniform Coordinator - L. Herling**

Items are in and starting to be embroidered and screen printed just working with Jolene on dates of parent meetings so we have concrete deadlines

Sent Shayna pictures and information on 1/31 for social media post about Mueller's receiving a recognition plaque

### **Parent\Team Mom Coordinator - J. Carlson**

March 14, 15th for Majors and Minors starting at 6:00 pm and 7:00 pm

March 28th and 29th Rookies and T-Ball starting at 6:00 pm and

**Next board meeting will be Tuesday, February 28th @ 7:00 pm**

**J. Horn motioned to adjourn the meeting, L. Peters seconded it, all in favor, Meeting Adjourned @ 9:25 pm**