

**Executive Board Meeting
Legion Baseball League
November 2, 2016**

7:05 p.m. Meeting called to order

No additions to agenda

Committee Business

- Mark Johnson made a motion for Jim Ullman to move to Executive Committee Chairman. Paul seconded. **Vote passed 5-0.**
- Mark Johnson made a motion for Paul McGray to hold the position of Treasurer. Jim seconded. **Vote passed 5-0.**
- Mark Johnson made a motion for Chris Tarabochia to hold the position of Secretary. Jason seconded. **Vote passed 5-0.**
- Mark Johnson made a motion for Robin Hubley to take over as bookkeeper for the executive committee. This is a non-voting position. Jim seconded. **Vote passed 5-0.**
- Mark Johnson made a motion for Dawn Tarabochia to act as recorder for executive committee meetings. This is a non-voting position. Jim seconded. **Vote passed 5-0.**
- Mark Johnson made a motion for Jim, Paul, and Robin to have check signing rights to the Bozeman Legion Baseball bank account. Jason seconded. **Vote passed 5-0.**

Budget

- Currently the budget is in the red. This proposed budget was structured from last year's budget.
- An overview of the preliminary budget was discussed item-by-item. The preliminary budget has been included in the meeting minutes. Some important points:
 - Operational costs include: team uniforms, coach salary, and travel. These are the costs needed to be players on the field.
 - Capital expenses include field improvements.
 - Income comes from a variety of sources including field rental, concessions, gate admissions, and tournaments.
 - Expenses include: wages, education, travel, equipment, field maintenance, light repair, utilities, and marketing (field signs, sponsor signs), tournament expenses, insurance and fees, and office supplies.
 - The goal of the committee is to create an operational contingency that would represent about 5% of the budget. It is common for non-profit organizations to fundraise enough money to develop a contingency operational fund. The committee understands that with current debt, a contingency operational fund is a future goal, but plans for this goal should begin as soon as possible.

Proposed Preliminary Budget (Yellow indicates open items)

Income			
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	Fees and Sponsorship	Player Fee Packages (breakdown of all packages)	\$120,000.00
		Tryout Fee	\$3,000.00
	Game Day	Gate Admissions	\$3,500.00
		Concessions	\$35,000.00
	Field	Field Rental	\$2,500.00
	Indoor Practice Facility	Not funded	
	Hosted Tournaments	Superman Tournament	\$6,400.00
		Howard Rein Tournament	\$5,200.00
		State AA Tournament	\$22,000.00
	Fundraising	Town and Country Parking	\$1,000.00
		Basketball Tournament	\$12,000.00
		Give Big Downtown Event	\$2,500.00
		Golf Tournament	\$21,000.00
			\$234,100.00
Expense			
	Staff	Wages	\$50,000.00
		Coach Education	\$1,000.00
	Travel	Hotel	\$24,156.71
		Meals	
		Bus	\$21,274.07
	Equipment	Equipment - Athletic	\$14,222.91
		Equipment - Rental & Repair	\$220.50
		Player base uniforms and equipment	\$12,250.00
	Indoor Practice Facility	Not funded	
	Field	Field Rental	\$8,084.10
		Repairs,Maint-Field	\$129.99
		Field Maintenance	\$1,440.00
		Equipment - Field	\$8,637.60
		Light Replacement	\$5,000.00
		Utilities	\$3,110.55
	Marketing	Program in Chronicle	\$3,500.00
		Fence Sign	\$7,030.00
		Sponsor Field Sign	\$250.00
		Web Hosting	\$250.00
		Misc	\$2,800.00
	Game Day	Concessions	\$13,500.00
		Tournament Fees	\$2,620.00
		Umpires	\$5,980.00
	Insurance and Fees	Insurance	\$2,164.00

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		Insurance	\$1,000.00
		Drug Testing	\$1,395.00
		Legion Registration	\$1,345.00
	Office	Misc - Office	\$746.31
		Telephone/Internet Expense	\$564.10
	Hosted Tournaments	Superman Tournament	\$3,000.00
		Howard Rein Tournament	\$3,000.00
		State AA Tournament	\$17,000.00
	Fundraising		
		Basketball Tournament	\$5,000.00
		Golf Tournament	\$15,000.00
	Operational Contingency	5% of expense to operational savings	\$11,783.54
			\$247,454.38

Question: where did the \$5,000 number in the 2017 budget come from?

Answer: The number was derived from a quote from Northwestern Energy and from a private contractor. These estimates included the price per light bulb and installation costs. The lift has been donated, and work is still underway for additional equipment. An electric company has also been consulted given the specificity of the lights. A parent has volunteered to work on this issue.

Question: Was there operational debt from the 2016 season?

Answer: It was clarified that as of the meeting date, no past debt existed due to an interest free loan from Steve Wheeler to cover the expenses from the 2016 season. Additionally, there is still some income being received from a couple of sources. This should leave last's year's budget with \$2000. However, the Legion program still owes the Youth program half of the proceeds from the 2016 golf tournament. The Youth program has extended the due date for these funds to the start of the 2017 season. The executive committee acknowledged the operational debt has existed for a while and that they are committed to reducing the debt and maintaining a realistic budget.

- Why has the budget not covered operational costs over the past few years? There are many issues, but it should be noted that if the budget were to stay the same, without any changes to the fee structure or without change to the fundraising plan, the program would be \$40,000 in debt.
- The budget is not getting better. Two issues have led to budget issues: fundraising and fees. Over the past few years, fundraising has slowed considerably and fees have not been raised for many years. Meanwhile the costs associated with running the program has increased.

Preliminary Budget Vote: Vote to approve the preliminary 2017 budget was moved by Paul, seconded by Jason. **Vote passed 5-0.**

- It was stated that the Executive board would be committed to doing a better job with the budget.
- They will continue to provide updates on the budget and the budget will be posted to the website.
- Effort is being made to make the program transparent.

Approval of the Hiring of the New Head Coach & Director of Legion Baseball

- Andy Willett, Chair of the search committee presented the following information to the Executive Board and Attendees
- The search committee included 10 members who contributed a lot of hours to the search process.
- The committee received an impressive number of applications and interviewed a solid number of applicants before determining the final 3 applicants that presented at an open house.
- Comments were collected by players, parents and attendees of the open house. Review of the comments reaffirmed the committee's recommendation, which was a unanimous decision (10-0 vote) by the search committee.
- Jim commented on the great turnout for the open house and that all of the players sitting in the front the row and not on their phones is one of the most impressive sights in his 14 years within the Legion program. He also thanked Andy for all of his hard work as the chairperson of the search committee and to all of the search committee members.

Andy Willett recommended that Rich Poliquin be named the Head Coach and Director of Bozeman Baseball contingent on the completion of a background check and contract negotiation.

Jason moved to approve Andy's recommendation to name Rich Poliquin as the Head Coach and Director of Bozeman Baseball contingent on the completion of a background check and contract negotiation. Mark seconded the motion; **Vote passed 5-0.**

Introduction of the New Head Coach & Director of Legion Baseball

- Coach Poliquin introduced himself and stated that based on the open house, he really wanted to position.
- He will remain in the Bitterroot until January 1st and then will relocate to the Bozeman area. Until that time he plans to travel to Bozeman and spend a day to a day and half here each week.

- He had conducted meetings with 3 potential members of his coaching staff. He is committed to bringing in a solid, committed staff that has a shared vision.
- He stated that he has gotten some calls from interested applicants and feels that there is a real buzz going on regarding the program and that people are excited for change.
- He stated that he will be ready come March and is excited to be here.

Fundraising Committee Update

- The fundraising committee will connect with Coach Poliquin regarding fundraising efforts for the upcoming season.
- In the meantime, the fundraising committee has been meeting regularly to determine how to assist with the budget issue by increasing fundraising efforts.
- This committee has defined player burden as the total amount of money needed to put one player on the field.
- Player fee is the amount of money that the player is responsible for paying as a member of the Legion program.

NOTE: player fees may include monies paid by parents, or monies made through fundraising projects or sponsorships. Reconstruction of the sponsorship matrix is discussed in greater detail on p. 4 of the meeting minutes under the heading new sponsorship matrix.

Fundraising Goals

- A full overview of the fundraising goals may be reviewed on the attached slide.
- Operational: to put boys on the field
- Facilities: to find an indoor facility and to make need improvements to the field.
- Given the budget situation, the fundraising committee has completed a lot of research on player fees from other Legion programs. **Please see attached slide for the table outlining these comparisons.**
- 2017 Estimated Operational Costs (note: operational costs does not include field improvement, only field maintenance costs).
- \$190,000
- Based on the estimated operational costs and projecting for 16 players per team, the recommended proposed fees for the 2017 season is as follows:
 - \$3000 Bucks
 - \$3,000 Spikes
 - \$1,500 B program

NOTE: the B program does not have as many travel costs as the Bucks and Spikes program. Further, the B program is still new, so the executive committee and fundraising committee

will continue to evaluate the costs associated with the B program and its associated player fees.

- No vote was conducted on the proposed fees. The fundraising committee will continue to work on this.

New Sponsorship Matrix: In order to leverage fundraising opportunities, the fundraising committee is proposing a new matrix for sponsorships for players. Please see attached slide outlining the sponsorship levels.

Important discussion points on the new matrix included the following:

- The need to utilize the players in securing sponsorships; however, the players need training on how to ask for sponsorships. Thus players will be provided this training and community members will be asked to help provide this training to current players.
- The securing of sponsorships needs to begin now. Companies may be looking to make donations prior to the end of the year.
- Players will be provided 100% credit for everything they sell.
- Fence sign prices goes up considerably under the new matrix, which may create issues. The fundraising committee is aware and continues to work on this. One thought is grandfathering in current fence signs, than charging the new price for the 2018 season. There has been discussion on divvying up the signs from graduating players to new, incoming players to hold onto business sponsorships.
- Window clings will be given to all businesses approached for donation/sponsorship regardless of whether or not the business chooses to donate.
- Monster signs on the stadium have been dropped and do not appear on the new matrix. If someone wants to work on donations for the cost of the Monster signs, it can be done.
- This matrix is a starting point, adjustments will be made as needed to made sponsorships/donations as simple, yet as effective as possible.
- At the end of the day, the purpose of the matrix is to keep the sponsorship process simple, but with good returns and for the boys to develop relationship with community businesses. The personal touch is important to continued sponsorships.
- Paul McGhay will coordinate with the Youth Program regarding overlapping sponsors.
- The matrix has been recommended to the executive committee; however, no vote will take place. The fundraising committee continues to make adjustments to the matrix.
- Training of the players is tentatively scheduled to occur after the Thanksgiving holiday.

Question: Can we get a handout for the boys about the sponsorship matrix?

Answer: Yes, and there will be a meeting for players so that the new matrix can be explained.

Question: Will sponsors continue to receive hats/shirts with sponsorship?

Answer: No, as this process was not cost effective.

Other Fundraising Committee Updates

- **Branding**
 - Discussion on branding of the program, Coach Poliquin will look at this.
- **MLB Grant**
 - Given the state of the budget prior to the October grant deadline, work on the grant application was suspended. This process will resume upon strengthening of the financial situation.
- **Committees**
 - The Executive Committee is looking at creating additional committees to complete work that is needed to move the Legion program forward.
 - Points being discussed include: which committees are needed, and requiring families to be on one committee.
- Work needs to be continued well after the season, and to start well before the start of the season.
- The Executive Committee will continue to work on this.

Old Business

- Operational debit from the 2016 season: There is outstanding debt and income from the golf tournament. Efforts are underway to close out the income/expenses from the golf tournament.
- There is also credit card debit from the 2016 season.
- A loan was provided to cover the operational expense debt from the 2016 season. The Executive Committee voted to approve the no interest \$7500.00 loan from Steve Wheeler with payment due in March.
- Paul made a motion to accept the \$7,500.00 no interest loan from Steve Wheeler with repayment due in March. Jim seconded it. Motion passed. **Vote 5-0.**

New Business

- Beginning to catalog needs for committees and tasks to be completed for the upcoming season.

- Once these needs are determined, the information will be sent out and will be up for approval in a future executive committee meeting.

Public Comment

Question: Coaching Staff: Parent coaches – should there be parent coaches or not? Where are we at?

Answer:

- Coach Poliquin stated that he believes the less parent coaches the better. He is looking at utilizing college players to help. He further stated that parent coaches may be utilized, but is working to assemble a staff with fresh eyes.
- Coach Poliquin also stated that the teams will practice together a lot as he will constantly monitor coaches and players.
- Coach Poliquin believes in constant feedback and communication with players at the beginning, middle, and end of the season as well as where the players stand.
- According to the bylaws, the head coach is responsible for choosing the coaching staff, with recommendation to the board. The bylaws do not state whether or not there can be parent coaches.
- Background checks will be made on all coaches on staff.
- Bylaws will be reviewed by a panel of parents, Mike Lilly and Andy Willett will donate time to assist with the review.

Question: Estimated number of games for each team for the 2017 season:

Answer:

- AA: 65 games
- A: 55 games
- B: 50 games

Question: Does the “Princess Bus” cost \$3 per mile? And if so, what is being done with regard to transportation?

Answer:

- Yes the princess bus does cost \$3 per mile. The executive committee is looking into a variety of option for transportation for the 2017 season.
- Coach Poliquin: what about paying for CDLs for the coaches so that they could drive. This could save money.
- Parent: This could work, but fatigue is consideration; perhaps for longer road trips a bus driver can be used, but coaches could be utilized for shorter trips. However, the issue is that we only have 1 bus for 3 teams. Also, the bus that we have is not in the best shape (A/C doesn't work) and the bus is a transport bus, so when it is loaded down it is back heavy creating a “difficult driving” situation.

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- Board Member: we are looking into a variety of options regarding transportation. Some options being researched are: Karst Stages and renting of vans for the season. The purchase of a new bus is not possible yet. However, transportation will be addressed and there will be a solution.

Next Executive Committee Date: Monday, December 12 at 7:00 p.m. at Morrison-Maierle.

Jason moved to adjourn the meeting, Chris seconded. **Vote 5-0.**

Meeting Adjourned at 8:43 p.m.