

**Clairemont Girls Fast Pitch Softball League**  
**Board Meeting**  
**October 4, 2012**

Marie Wiggins, League President, called the meeting to order at 7:08PM at Clairemont Covenant Church.

Meeting Attended by: Marie Wiggins, Jackie Nettles, Amy Griffiths, Kim Jacobs, Rich Jacobs, John Coelho, Pattie Estrada, Lori Whitley and Mylende Liseski.

Jackie motioned to approve with amendments, the meeting minutes from September 7, 2012. Kim seconded the motion.

*Motion Carried*

**President's Report** – Marie Wiggins

Reminded Board and Administration Members to read the bylaws to acknowledge and understand their duties.

John motioned to amend section 5.1.1 Executive Officers. Kim seconded the motion.

*Motion Carried*

**Amendment of Article 5 Section 5.1.1**

The Officers shall include the President, Vice President, Secretary, Treasurer and Player Agent. Officers shall not be related to each other nor shall the President have any coaching/managing duties except as outlined in the League's Rules and Regulations.

**Drafts and Assessments**

Will be ran by the Player Agents for the 2013 Season

Once an additional player agent is found Pattie will train the two Player Agents and the Division Reps to direct and coordinate the Draft and Assessment process. Date of training TBD.

## **Recreation Season- Tentative Calendar of Events**

Assessment	January 12 <sup>th</sup>
Opening Day	February 23 <sup>rd</sup>
Movie Night	March 1 <sup>st</sup>
No Games	March 30 <sup>th</sup> – April 5 <sup>th</sup>
100 <sup>th</sup> Inning	March 16 <sup>th</sup>
6U Egg Hunt	March 23 <sup>rd</sup>
Picture Day	March 9 <sup>th</sup>
Ma & Pa Tourney	April 14 <sup>th</sup>

Marie will send out an email to the league announcing the Board and Administration positions that need to be filled.

Merchandise

Uniforms

Awards & Trophies

Treasurer

Additional Player Agent

Tournament Coordinator

**Vice President's Report** – Gerald Cave- Absent

**Secretary's Report** – Mylende Liseski- No Report

**Treasurer's Report** – Lori Whitley

Lori provided the CGFP League's trial balance as of September 30, 2012.  
Trial Balance Sheet and Income & Expense Report documents attached.

Lori recommended the new software QuickBooks online to be used for the League's bookkeeping at \$20.00 per month. The software offers more support to users.

**All Stars-**

No outstanding registration

Two outstanding accounts – Lori will provide accounts and balance due

**2012 100<sup>th</sup> Inning**

Outstanding balance \$1260.00

**2012 Fall Ball**

Lori will provide balance due

Kim motioned to have the budget provided at every meeting. Amy seconded the motion.

*Motion Carried.*

**Bank Account**

Need to add Secretary as signer on league bank accounts. Marie will find out if signers can stop by and sign signature card.

**Snack Bar Fee**

Kim motioned to waive the \$40 snack bar fee to Board Members for player registration. Rich seconded the motion.

*Motion Carried*

**Parliamentarian-** Pattie Estrada

Provided calendar of events to Marie.

Pattie will work with Jim to set up the new scoreboard.

**Player Agent**

Kevin Ludwig –Absent

**Umpire in Chief**

John Coelho – John will work with 8U Managers and umpires to resolve any issues regarding 8U rules.

**Division Representatives:**

**6U Division** – Jackie Nettles – No Report

**8U Division** –Anthony Peters – Absent

**10U Division** – Amy Griffith – No Report

**12U Division** – Rich Jacobs

**14U Division** – Kim Estes- No Report

**Equipment Manager's Report**

Will French- Absent

**Field Maintenance**

Will French- Absent

**Fields**

Marie's update: New dirt has been delivered. Home plate and pitching rubbers were removed on fields 1 and 2.

Upcoming weekend will need volunteers to set home plate and pitching rubbers back in.

Rich will assist with replacing broken sprinklers. Date TBD.

**Safety Manager** – Joe Gonsalves – Absent

**Snack Bar report-** No report

**Fall Ball Coordinator** – Brooke Diaz- Absent.

**Fall Ball Asst Coordinator-** Donna Valverde-Flores- Absent

**Fall Ball-**

Need to order 1<sup>st</sup> and 2<sup>nd</sup> place team shirts. Marie will work on the order with Randy.

Marie can provide official rosters for playoffs if Managers are concerned about teams adding players not on their Fall Ball roster.

**Sponsorship Director** – Kim Jacobs

Sea World and Sports Authority will be sponsors.

Kim will keep all collected from sponsors on a spreadsheet and provide a copy to Lori for balancing.

**Fundraising Director** Kim Jacobs – No Report

**Team Photos – Jackie Nettles**

Rich motioned to use PBM Images for team photos for the 2013 Recreation season. \$2.95 for each league package. Amy seconded the motion.

***Motion Carried***

**Marketing for Recreation Season 2013 – Jackie Nettles**

Jackie will order the flyers for the upcoming recreation season.

Amy motioned to budget for \$400 for half sheet flyers to be distributed to local schools, \$100 for article in Clairemont Community News and \$100 for an article in the Clairemont Times.

The league will use Minute Man as the printer. Rich seconded the motion.

***Motion Carried***

Yard Signs- Need Volunteers to place signs

The next board meeting TBD.

Meeting adjourned at 8:52PM

Mylende Liseski  
CGFP Secretary 2013

**Clairemont Girls Fastpitch**  
**Trial Balance**  
As of September 30, 2012

	Debit	Credit
<b>BUSINESS CHECKING (XXXXXX 9115)</b>	2,926.66	
Savings	2,603.26	
Cash on Hand	380.00	
2009 Golf Cart	5,000.00	
2012 Score Board	4,548.12	
Opening Balance Equity		17,362.88
Previous Year		1,259.00
Registration - Fall Ball		2,550.00
Snack Bar - Fall Ball Season		1,825.80
Snack Bar - Labor Fall Ball		765.00
Bank Charges	12.00	
General and Admin Expenses	150.83	
Merchant Account - CC	416.46	
Player Equipment	10.76	
PO Box	379.25	
Previous Year Expense	5,567.47	
Snack Bar Inventory - Fall Ball	1,298.13	
Taxes & Licenses	20.00	
Uncategorized Expense	112.81	
Utilities - Fall Ball	337.35	
Interest Earned		0.42
Reconciliation Discrepancies	0.00	
<b>TOTAL</b>	<b>\$23,763.10</b>	<b>\$23,763.10</b>

Thursday, Oct 04, 2012 10:11:56 AM GMT-7 - Cash Basis

INCOME						
REGULAR SEASON	August	September	YTD Actual	2012/2013 Budget	Variance	
Due From/To Members	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Padre Night	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - 100th Inning	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Grocery Stores	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Ma&Pa Tournament	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Raffle/Movie Nights	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Restaurants	0.00	0.00	0.00	0.00	0.00	0.00
Merchandise Sales - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
Previous Year Income	50.00	1,209.00	1,259.00	0.00		1,259.00
Registration - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
Savings Account Interest	0.21	0.21	0.42	0.00		0.42
Snack Bar - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
Snack Bar Labor - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
Sponsorship Donations - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
Unreconciled Income	0.00	0.00	0.00	0.00	0.00	0.00
Vendor Donations - Rec Season	0.00	0.00	0.00	0.00	0.00	0.00
<b>Subtotal Rec Season Income</b>	<b>50.21</b>	<b>1,209.21</b>	<b>1,259.42</b>	<b>0.00</b>		
ALL STAR SEASON	August	September	YTD Actual	2012/2013 Budget	Variance	
Fundraising - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
Merchandise Sales - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
Misc. Income	0.00	0.00	0.00	0.00	0.00	0.00
Registration - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
Registration - Memorial Tour	0.00	0.00	0.00	0.00	0.00	0.00
Snack Bar - Memorial Tour	0.00	0.00	0.00	0.00	0.00	0.00
Snack Bar Labor - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
Sponsor Donations - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
Vendor Donations - All Stars	0.00	0.00	0.00	0.00	0.00	0.00
<b>Subtotal All Star Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
FALL BALL SEASON	August	September	YTD Actual	2012/2013 Budget	Variance	
Registration - Fall Ball	2,025.00	525.00	2,550.00	0.00		2,550.00
Snack Bar - Fall Ball	0.00	1,825.80	1,825.80	0.00		1,825.80
Snack Bar Labor - Fall Ball	0.00	765.00	765.00	0.00		
<b>Subtotal Fall Ball Income</b>	<b>2,025.00</b>	<b>3,115.80</b>	<b>5,140.80</b>	<b>0.00</b>		
<b>TOTAL INCOME</b>	<b>2,075.21</b>	<b>4,325.01</b>	<b>6,400.22</b>	<b>0.00</b>		

EXPENSE						
REGULAR SEASON	August	September	YTD Actual	2012/2013 Budget	Variance	
ASA Conferences	0.00	0.00	0.00	0.00	0.00	0.00
Bank Fees	12.00	0.00	12.00	0.00		<12.00>
Clinics - Coaches	0.00	0.00	0.00	0.00	0.00	0.00
Clinics - Players	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Balls	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Field	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Golf Cart Upkeep	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Misc.	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Player	0.00	0.00	0.00	0.00	0.00	0.00
Equipment - Repair & Maintain	0.00	0.00	0.00	0.00	0.00	0.00
Facility - Snack Bar Improve	0.00	0.00	0.00	0.00	0.00	0.00
Field - Chalk	0.00	0.00	0.00	0.00	0.00	0.00
Field - Dugout Upkeep	0.00	0.00	0.00	0.00	0.00	0.00
Field - Permits	0.00	0.00	0.00	0.00	0.00	0.00
Field - Upkeep	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - 100th Shirts	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Ma & Pa Tour	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising - Movie Night	0.00	0.00	0.00	0.00	0.00	0.00
General And Admin Expenses	150.83	0.00	150.83	0.00		<150.83>
Gifts - 100th Inning	0.00	0.00	0.00	0.00	0.00	0.00
Gifts - 6U Easter Egg Hunt	0.00	0.00	0.00	0.00	0.00	0.00
Gifts - Charitable Donations	0.00	0.00	0.00	0.00	0.00	0.00

Gifts - Misc.	0.00	0.00	0.00	0.00	0.00
Insurance - Medical MGR/ Coach	0.00	0.00	0.00	0.00	0.00
Insurance - Medical Player	0.00	0.00	0.00	0.00	0.00
Meals/Entert - Rec Season	0.00	0.00	0.00	0.00	0.00
Merchant Account - CC	207.57	208.89	416.46	0.00	<416.46>
Misc.	0.00	112.81	112.81	0.00	<112.81>
Photos - Regular Season	0.00	0.00	0.00	0.00	0.00
PO Box	0.00	379.25	379.25	0.00	<379.25>
Previous Fiscal Year Expenses	1,807.00	3,760.47	5,567.47	0.00	<5,567.47>
Previous Year taxes up to 2011	0.00	20.00	20.00	0.00	<20.00>
Professional Fees	0.00	0.00	0.00	0.00	0.00
Registration - Banners	0.00	0.00	0.00	0.00	0.00
Snack Bar - Equipment	0.00	0.00	0.00	0.00	0.00
Snack Bar Inventory - Rec Season	0.00	0.00	0.00	0.00	0.00
Snack Bar Supplies	0.00	0.00	0.00	0.00	0.00
Taxes - 2012	0.00	0.00	0.00	0.00	0.00
Trophies - Rec Season	0.00	0.00	0.00	0.00	0.00
Umpire Fees - Rec Season	0.00	0.00	0.00	0.00	0.00
Uniforms - Mgr Rec Season	0.00	0.00	0.00	0.00	0.00
Uniforms - Rec Season	0.00	0.00	0.00	0.00	0.00
Unreconciled Expenses	0.00	0.00	0.00	0.00	0.00
Utilities - SDG&E	0.00	0.00	0.00	0.00	0.00
<b>Subtotal Regular Season Expenses</b>	<b>2,177.40</b>	<b>4,481.42</b>	<b>6,658.82</b>	<b>0.00</b>	

**ALL STAR SEASON**

	August	September	YTD Actual	2012/2013 Budget	Variance
Equipment & Supplies - All Stars	0.00	0.00	0.00	0.00	0.00
Advertising - All Stars	0.00	0.00	0.00	0.00	0.00
Meals/Entert - All Stars	0.00	0.00	0.00	0.00	0.00
Photos - All Stars	0.00	0.00	0.00	0.00	0.00
Registration - All Star ASA	0.00	0.00	0.00	0.00	0.00
Registration - All Star Tours	0.00	0.00	0.00	0.00	0.00
Snack Bar Inventory - All Stars	0.00	0.00	0.00	0.00	0.00
Snack Bar Labor - All Stars	0.00	0.00	0.00	0.00	0.00
Tour Memorial Day - Pins	0.00	0.00	0.00	0.00	0.00
Tour Memorial Day - Supplies	0.00	0.00	0.00	0.00	0.00
Tour Memorial Day - Trophies	0.00	0.00	0.00	0.00	0.00
Tour Memorial Day -Umpire Fees	0.00	0.00	0.00	0.00	0.00
Uniforms - All Stars	0.00	0.00	0.00	0.00	0.00
Uniforms - Mgr All Stars	0.00	0.00	0.00	0.00	0.00
Utilities - All Stars	0.00	0.00	0.00	0.00	0.00
<b>Subtotal All Star Season Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

**FALL BALL SEASON**

	August	September	YTD Actual	2012/2013 Budget	Variance
Awards - Fall Ball	0.00	0.00	0.00	0.00	0.00
Equipment & Supplies - Fall Ball	10.76	0.00	10.76	0.00	10.76
Snack Bar - Fall Ball Inventory	0.00	1,298.13	1,298.13	0.00	1,298.13
Snack Bar - Fall Ball Labor	0.00	0.00	0.00	0.00	0.00
Sponsor Donations - Fall Ball	0.00	0.00	0.00	0.00	0.00
Umpire Fees - Fall Ball	0.00	0.00	0.00	0.00	0.00
Utilities - Fall Ball	181.97	155.38	337.35	0.00	337.35
<b>Subtotal All Star Season Expenses</b>	<b>192.73</b>	<b>1,453.51</b>	<b>1,646.24</b>	<b>0.00</b>	

**TOTAL EXPENSES**      **2,370.13**      **5,934.93**      **8,305.06**      **0.00**

Checking Account Bal Carried Forward	5,311.92	4,916.79		
Savings Account Bal Carried Forward	2,503.05	2,603.26		
Cash On Hand	\$0.00	(\$380.00)		
Income	\$2,075.21	\$4,325.01		
Expenses	(\$2,370.13)	(\$5,934.93)		
<b>Bank Balances</b>	<b>\$7,520.05</b>	<b>\$5,530.13</b>		

Due From Members	\$0.00
Outstanding Account Receivable	\$0.00
Fixed Assets	\$5,000.00 2009 Golf Cart
Fixed Assets	\$4,548.12 2012 Score Board