

Lakewood Community Recreation & Education Department  
 Lakewood Community Baseball Softball Association  
**Board Meeting Minutes**

January 28, 2025 - 7:00 PM - 8:30 PM  
 Taft Center of Innovation - Rm 109

LCBSA Board

Julia Toke - President	Trey Senney - Equipment
Andy Kohuth - Secretary	Shawn Fitz Gibbons
Jennifer Trnavsky - Treasure	Chris Yeager
Matt Rohde - Vice Treasurer	Kelly Carrol
Megan Koeth - Events/Fundraising	Chris Constantine
Erin Kerrigan - Communications	
Rec Dept Ex Officio: Mitch Robida	
Director of Community & District Activities: Mark Walter	
CREC Commissioner: Paul Porter	
Director Of Coaching: Grant Graves, Lucas Yousko	
Recreation & Education Coordinator: Leslie Favre Krogman	
Scheduler: Janet Trentel	

Call to Order / Attendance

- Not in attendance: Kelly Carrol, Janet Trentel
- Via call-in: Grant Graves, Chris Constantine, Chris Yeager

Minutes from Last Board Meeting: approved

Director Reports

1. President Report

- Governance Update
  - Progress on bylaws, Standard Operating Procedures, Policy, MOU
    - Still workin MOU looking for LCBSA board approval by June with CREC to follow. This will also need approval from the Board of Education, and presented 2 times before they vote on implementation.
      - Asking for board members to complete a survey in the coming weeks. I am finalizing the survey and will email a link, and ask everyone to complete the survey.
- Proposed League Coordinator Role
  - The role is needed for Hot Stove and CVBA. This is not an official role yet. Working on structure for role
  - Vince Frantz is volunteering his time for the 2025 season.
    - Hot stove needs a community rep for meetings and VF has done this for the past few seasons. This would be on the baseball side only.
    - Discussion for the roles responsibilities and duties

- **VOTE**

- A motion is made for Vince Frantz to be the interim LCBSA Travel League Coordinator. This is a non voting position and an official description of responsibilities will be proposed at a later date.
  - Motion is second
    - No discussion
      - All in favor
        - Motion passes
- Director of Player Development Role
  - Structure for the role is being worked on
    - Julia needs to have discussions with both DOC's about the roles and how to structure

(10 minutes)

## 2. Communications Report

- Playmetrics Update
  - No update at this time
- Website was having a payment issue with super bowl squares that seems to be fixed
- Someone emailed the LCBSA website and had an issue with the SBS fundraiser.
  - The disgruntled person had an issue with the "betting" aspect of the fundraiser.
    - The disgruntled person did not receive a response from Erin or anyone else who has access to info@lkwdbaseball account

(10 minutes)

## 3. Scheduler Report

- Hot Stove Update
  - LCHS is running free umpire clinics on Sunday March 2nd, 9th and 16th from 1-5pm. The clinic is being held because of the lack of umpires. Coaches are encouraged to go.
  - Bat rules changed.
    - Vince: it's important for parents to know what the bat requirements are before purchasing a bat for their son
  - 2 coaches meetings are scheduled, one in March and a scheduling meeting in April.

(5 minutes)

## 4. Field Status Report

- n/a

(5 minutes)

## 5. Director of Coaching Report

(15 minutes)

- Baseball DOC Update
  - See [Report](#)
- Softball DOC Update
  - \$800 in cost overages for league fees
    - The overages should be covered by a surplus and league fees will be updated for next year's budget.
    - Screens at Harding and Franklin are not safe and NEED to be addressed.
      - Better quality screens are needed
        - Previous purchased screens were inexpensive and did not last.
          - 3 per gym is requested by Lucas with each costing \$200-\$400 per screen with a 5+ year life. Lucas will communicate with Trey to get these ordered.
            - This is a SAFETY issue and is needed. This doesn't require a board vote.
    - Julia requests an annual inventory and a equipment check at the end of the season, so we can budget for something like this in the future

#### 6. In-House Program Report

- Lucas: Softball had 3 in-house clinics/open gym sessions
    - Jan session had 17 girls signed up, 15 participated with 9 of them being their first time.
      - Over the 3 sessions the clinic attracted 40 different girls
        - 2 more are scheduled for Feb 23 and March 23
          - These sessions are treated like group practices with parent involvement.
- (5 minutes)

#### 7. Equipment Report

- Trey: Uniforms for baseball will be ordered early next week and softball will be around March 1st
  - Catchers gear has been ordered for the 2 teams that needed it
  - Softball uniforms will be ordered around March 1st
  - Working on an email to the coaches about team funds and what gear Geiger's offers, bat bags, helmets, ect.
  - Will be communicating with Jennifer on team fund amounts

(5 minutes)

#### 8. Events & Fundraising Report

- Super Bowl Squares Update
  - As of 8AM this morning we have 757 sold for a total of \$15,220
    - Last year we sold 1,178
- Weekly emails went out to coaches with status and reminders from the fundraising team.
- Minor glitch in payment processing on the website requiring the person to refresh the page.
- Different format for the squares

- \$77 total cost for the boards to be automatically filled out on a third party site.
- Pushing square sales  
(5 minutes)

## 9. Treasurer Report

- Treasurer's Update
  - Jennifer: All team funds are going to be set up with LHS Boosters
    - Once Coaches know their current balance they are required to track their balances
      - Jennifer will email Kristen at the Boosters with the current balances for each team
        - All team fund requests will require coaches to fill out a form, then send it to the treasurer for approval.
        - Treasurer will then send it to LHS Boosters for payment to be issued-either via check or paypal
      - Reimbursement to coaches for tournaments and others team activities/gear comes from athletic boosters subject to team funds availability
- Balances as of 12.31.24
  - See [Report](#)
- Work in progress
  - Jennifer- I want to put together a visual of income and expenses that is easy to read and maintain. Including providing budget to actuals.

## 10. Fundraiser Allocation

- Julia- I just want to lay out why this is really important to me. I hope everyone here finds it as important. I want guidelines on what can and cannot be done. What we believe in is an organization, where money can be spent, how funds will be raised, how we brand ourselves, and how we show up in the community. We have to make sure that our organization is protected along with the players, the coaches and the parents. We are growing, want to continue to grow, and liability and considerations for those are important.
- Team funds
  - Are currently used for bags, helmets spirit wear, extra touramounts and team parties
  - Team rollover funds
    - Looking to "use it or lose it" by the end of the year
      - More communication and transparency on how fundraising funds are spent
        - Guidelines need to be implemented for the way teams spend money so we don't have to continue being vague on what we tell coaches
    - Julia: Suggests team funds being shared by everyone

- Suggests a list of items (gear) that teams can select from and could possibly subsidize 2 tournaments a year.
  - Vince: It's a lot of work doing the bookkeeping on all these teams' individual accounts.
    - Chris Constantine: if the team fundraisers go away, it will affect the tournaments because teams pay for tournaments with team funds.
    - Coaches need to start a budget for their team and a target on how much is needed for what they need, or atleast a plan at the beginning of the year
- Trey: coaches need to communicate with the parents on what exactly the team funds are being spent on
  - Grant: keep team funds with the teams, with the rollover funds following the team
- Cap on what rolls over so teams use their team funds
  - Julia- we need a team fund rollover cap
    - Money that doesn't roll over can seed the next year's 8u team and new softball teams with an undetermined amount. Funds left over would go to the general fund.
  - This is the first year for baseball and softball to have a combined general fund account.
  - The fundraising/team funds policy needs some work, a board vote and possible June implementation
  - **VOTE**
    - Jennifer makes a motion that all team funds in excess of \$500 at the end of each season, on November 30th, will be rolled over into the general fund.
      - Motion is seconded
        - No discussion
          - All in favor
            - Motion passes

New Business

(5 minutes)

Adjournment

- AK- moves to adjourn
  - Motion was second
    - Meeting adjourned

Next Meeting: February 25, 2025 7:00 PM - Taft Center of Innovation - Rm 109