

**DRAFT**  
**MINUTES OF A MEETING OF THE**  
**CAPITOL HILL LITTLE LEAGUE (CHLL)**

A meeting of the CHLL Board was held November 4, 2019 at 7:00 PM Eastern Standard Time at the Hill Center in Washington, DC. CHLL President David Fox presided over the opening of the meeting. Becky Skinner served as Secretary. In attendance were:

Charles Barnett  
Melissa Beard  
Frank Craddock  
Jake Cumsy-Whitlock  
Steven Fall  
Tim Fouts (by phone)  
David Fox  
Jason Goldsmith  
Lisa Miller  
Becky Skinner  
Justin Sprinzen  
Ramin Taheri  
David Toney (by phone)  
Lona Valmoro

**Agenda**

The agenda was reviewed and approved by voice vote.

**Meeting Minutes**

The minutes from the August board meeting were approved by voice vote by current board members who were also on the board at that time.

The minutes from the October board meeting were reviewed and approved by voice vote.

**Board Meeting Schedule**

The board agreed that meetings will be held the first Monday of every month.

**Administrative Calendar**

The board discussed access to the calendar and procedures for updating and maintaining the calendar. Becky Skinner will handle edits to the calendar. The board also discussed dates and the location for Majors workouts. It was decided that workouts will continue to be held at the Dynasty indoor facility. Lona Valmoro will contact Dynasty about reserving time for the workouts. She will also check to see if we can book additional time for indoor clinics. The board agreed on the dates for the Majors and AAA drafts and the AA team selection. Opening Day will be on Friday, March 27 at the RFK fields, if they are available.

**Committees**

The board agreed to have the following committees.

- Rules (Chair: Becky Skinner)
- Competition (Chair: Justin Sprinzen)
- Special Events (Chair: Lisa Miler)
- Sustainability (Chair: Jake Cumsy-Whitlock)

The board also discussed the need to establish a Discipline Committee that would only meet as needed. The members of the committee will be the President, Vice President, Safety Officer, and Player Agents. The Discipline Committee will work as a rapid response team when an issue arises and will ensure that the full board is fully informed about the situation.

**Update on Payne**

The check from Major League Baseball for the Payne renovations has not yet arrived, but it is expected soon. Steve Fall discussed the plan for field improvements at Payne. The board also discussed the possibility of asking Home Run

Baseball to contribute to the cost of the improvements. David Fox will reach out to Coach Mac to discuss the planned improvements.

### **Storage Shed**

Steve Fall discussed plans to put a new storage shed next to the batting cages. CHLL has permission from DC Events to put the shed in that location. DC Events wants to see the final plans before installation work begins.

### **Monthly Incubator Call**

David Fox will set up a monthly incubator call about two weeks after each board meeting. The purpose of the call will be to discuss issues of interest to the league and board. No votes will be taken during these calls. Participation on the calls is optional for board members.

### **End of Season Message**

David Fox is preparing an end of season message for the league to thank our volunteers. The board agreed that we should launch a competition to design a new logo for our 10<sup>th</sup> anniversary, which will be announced in the end of season message. Logo submissions will be due by December 1<sup>st</sup>. The end of season message will also include information about how to purchase CHLL swag from Squad Locker. In preparation for having a new logo, Lisa Miller will review the existing items for sale and improve the selection.

### **Single A Commissioner**

The board approved Kevin Moriarty to be the Single A commissioner by voice vote.

### **Bylaws Review**

Jennifer Pharoah, counsel to CHLL and former board member, is willing to meet with the board to discuss the bylaws. We will tentatively meet with her at the January meeting. Particular areas of focus will be on the process for replacing board members who do not complete their terms, the election process, and the use of technology.

### **Board Priorities**

Jason Goldsmith discussed the priorities that were submitted by board members. The priorities were grouped into the following areas.

- Competition/skills
- Physical infrastructure
- Operations/process
- Player outreach
- 10 year anniversary/other

The board agreed that Jason should prepare a list of draft priorities based on the feedback provided by the board.

### **Registration System**

It was agreed that the league needs a new registration system. Jason Goldsmith and Melissa Beard will work on identifying a new system by May. It would be helpful if the new system had “sign up” capacity to support various events and opportunities.

### **Draft Rules Discussion**

Lisa Miller and Melissa Beard presented information about the draft process and draft rules. This information will be discussed with the commissioners. The goal is to propose a set of draft rules for spring 2020 to the board in January that will complement the Little League approved draft process. The board would vote on the draft rules at either the January or February board meeting. In addition, Melissa and Lisa have determined how they will divide the CHLL divisions as Player Agents.

- Melissa: Single A, Majors, Juniors
- Lisa: AA, AAA, and Softball

### **Social Media**

Melissa Beard presented a draft social media proposal to the board. The board agreed to continue to use Facebook and Twitter and agreed to add Instagram. It was decided that Melissa will serve as the Social Media Chair and will have primary responsibility for all social media postings made by CHLL. Melissa will prepare an updated draft social media proposal based on board feedback. David Fox and Jason Goldsmith will provide her with the information she needs to access our existing Facebook and Twitter accounts.

### **Treasurer's Report**

Chuck Barnett discussed the current state of CHLL's finances. He also talked about the need to move the budget into Quick Books. Chuck also explained the credit card policy that was passed by the previous board. Only three board members have access to the credit card—President, Treasurer, and Scheduler. All credit card bills will be shared with the board. Procedures are in place in case of misuse. Chuck recommended that CHLL get a Charity Charge credit card, which provides 1% cash back on all purchases to non-profit organizations. The board agreed with Chuck's recommendation. He will cancel existing debit cards once the new credit cards arrived. Lisa Miller suggested that the credit card number be changed with each new board.

### **Budget**

The board went through each line of the budget proposal and discussed possible changes. David Fox and Chuck Barnett will provide the board with an updated budget based on the discussion. As part of the discussion, it was decided that Melissa Beard would look at end-of-the-season awards to see whether we should stay with our current bobble head vendor or make a change. The board also discussed the need to launch a capital campaign. The board will look for non-board members with fundraising experience to lead this effort.

### **Advertising**

The board approved repayment for a banner purchased to thank MLB and the Nationals for their support of the Payne improvement project and a Hill Rag advertisement thanking CHLL sponsors.

### **Next Meeting**

The next CHLL Board meeting will be held on Monday, December 2, 2019 at 6:30pm at the Frances Taylor Center for Community Life.

There being no further business the meeting adjourned at 9:15 p.m. EST.

Approved:

Respectfully submitted,

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David Fox, President

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Rebecca Skinner, Secretary