



# WOODCREEK LITTLE LEAGUE

## MEETING MINUTES

**Date:** 3/15/26

**Time:** 7:00pm

**Location:** Virtual Meeting

### BOARD MEMBERS

Name	Position	Present
Michelle Joseph	President	<input checked="" type="checkbox"/>
Sean Bates	Vice President	<input type="checkbox"/>
Cara Hytoff	Secretary	<input checked="" type="checkbox"/>
Josh Vaughan	Treasurer	<input checked="" type="checkbox"/>
Amanda Leffler	Registrar	<input checked="" type="checkbox"/>
Kim Tober	Safety	<input checked="" type="checkbox"/>
Josh Thatch	Scheduler	<input checked="" type="checkbox"/>
Troy Marcyes	Field Director	<input checked="" type="checkbox"/>
Mike Mitchell	Assistant Field Director	<input checked="" type="checkbox"/>
Scott Vaughan	Equipment	<input checked="" type="checkbox"/>
Justin Pilgrim	CPDO	<input checked="" type="checkbox"/>

Name	Position	Present
Zach Jones	Player Agent - Farm	<input checked="" type="checkbox"/>
Daylton Jensen	Player Agent - TBall	<input checked="" type="checkbox"/>
Dan Bergeron	Player Agent - AA	<input checked="" type="checkbox"/>
Alfred Viola	Player Agent - AAA	<input checked="" type="checkbox"/>
Augie Aguilar	Player Agent - Majors	<input checked="" type="checkbox"/>
Jake Schaff	Player Agent - Juniors/Seniors	<input checked="" type="checkbox"/>
Shannon Delfino	Snack Bar	<input checked="" type="checkbox"/>
Amanda Jensen	Umpire in Chief	<input checked="" type="checkbox"/>
Kendra Elmendorf	Volunteer Coordinator	<input checked="" type="checkbox"/>
<b>Vacant</b>	Events Coordinator	<input type="checkbox"/>
Brittany Short	Sponsorship	<input checked="" type="checkbox"/>
Stephanie Adrian	Information Officer	<input checked="" type="checkbox"/>

### 1. CALL TO ORDER

- a. A regular meeting of the Board of Directors of Woodcreek Little League was duly called at 7:04 pm. Michelle Joseph, President, called the meeting to order. A quorum was declared present based on the presence of the individuals listed above.
- b. Motion to approve the agenda: Passed unanimously.
- c. Motion to approve meeting minutes 2/22/26: Passed unanimously
- d. Guests: The following members of the community were present: LLI CAD Erika Garcia-Ciucci, Kimberly Steenblik.

### 2. REPORTS

- a. District 54 President's Report – Michelle Joseph  
The next President's meeting is this Tuesday. Last meeting: reviewed safety summaries.

There will be a change to the registration software next year. Managers and coaches must be certified in CPR and AED to be done every 2 years.

b. **Treasurer's Report – Josh Vaughan**

February financials sent via email. Junior workers and umps to be paid in Zelle or by check. Buyouts revenues have changed, some exempt roles have been and will be refunded. We want to have official approval of financials. Motion to approve financials. Passed unanimously.

**3. UNFINISHED BUSINESS**

- a. Email Ratifications: Cara Hytoff: final draft of division playing rules passed unanimously 2/24/26.

**4. NEW BUSINESS**

- a. Snack Bar Inventory Question/Discussion: Amanda Leffler  
Changes of inventory: can't find bubble gum, popcorn will be restocked. Snow cones are a maybe. Icees should be fixed Monday or Tuesday. New menu items will be added as well. Storage issues persist. We need more feedback from Shopify. The goal is to restock inventory Monday, Wednesday, Friday each week. More Board help with pickups would be helpful. We will reorganize the storage closet to make more room for extra products. With 10 more games a week at Mahany this year, the inventory is flying off the shelves. The addition of shift leads has been helpful.
- b. Snack Bar Cash Count Process: Josh Vaughan  
Snack bar cash count sheets are available. Get the cash box out of the safe. Needs to be done as dual custody with a parent volunteer. Closing has a similar process, but then reduce the starting cash, and keep small bills for \$300 remaining. Text Michelle or Josh when lower bills are too few. Deposit extra cash in the drop box in the safe.
- c. Updating By Laws on WLL Website: Jake Schaff  
Bylaws can be updated this week to include 2026 bylaws.
- d. Bases for Pistachio Field: Jake Schaff  
We don't have bases there or a knock box. Roseville LL has the field allocation for this field. Scott to get 7 sets of portable bases for juniors managers.
- e. District 54 Updates: Erika Garcia-Ciucci  
Field surveys need to be done by March 30. Board members have to do both new trainings.  
Safety Awareness Course: [Littleleague.org/SafetyAwareness](https://Littleleague.org/SafetyAwareness)  
First Aid Awareness Course: [Littleleague.org/FirstAidAwareness](https://Littleleague.org/FirstAidAwareness)  
Interleague schedule using interleague rules. Pool players use interleague rules too. Interleague rules are on the district's website, in the "About Us" page. "Get in the game" theme on the website too. League wide opportunities to read a book about an athlete in March. Nutrition league wide event or personal goal can submit a google form that they completed a goal to be recognized at a future tournament. Gamemetrics will be used for registration and websites next year.

## **5. ROUNDTABLE:**

- a. Guest questions: buyout monies go to pay for what? Buyouts pay for junior workers. Was it clear whether to buyout or hold checks because the family intends to complete their hours? Parents were asked at registration which option they wanted for their check. Where can parents see where to volunteer? Once cleared, parents get an email with instructions to sign up to volunteer. More communication is ongoing and still needed about the volunteer program.
- b. Website help needed because of how difficult sportconnect is.
- C. Pancake breakfast: 342 tickets sold. \$1800 net profit. \$1000 sponsorship donation as well. To be split with Rotary, but they may take less than half. 59 tickets sold the day of.
- D. Josh Thatch: junior umpires had issues with parents/coaches during week 1. What's our policy relative to this? League wide policy email about umpire interactions to all families is an option. River Cats/A's communication is going out this week.
- E. Field Close procedures: Josh Vaughan. Board members need to also do field close procedures as well as snack bar closing an hour after snack bar has closed. The last away home team manager needs to make sure those tasks are completed.
- F. Close the grill at 8pm. Shopify problems resolved. Junior workers shift leads get a free meal tracked in Shopify. Shannon will email Board members with opening and closing procedures.
- G. Brittany: field banners. Extra zip ties are in the storage closet.

## **6. NEXT MEETING**

- a. The next monthly board meeting will be held on April 19, 2026, at Round Table Pizza.

The meeting was duly adjourned at 9:07PM by a unanimous vote.

PREPARED BY: Cara Hytoff, Secretary

APPROVED BY: Board of Directors on 4/19/26.