

Sewickley Area Athletic Association

Meeting Minutes

11-16-2025 to 01-15-2025

Record of Meetings and Members Attendance: Jason Allenbaugh (JA), Brittany Lynch (BL), Hannah Kotch (HK), Bill Davis (BD), Jennifer Patton (JeP), Rich Steele (RS) and Jason Patton (JP)

Member	16-Nov Public	25-Nov Virtual	9-Dec Virtual	23-Dec Virtual	30-Dec Virtual	6-Jan Virtual	15-Jan Virtual
President	x	X	x	x	x	x	x
Vice President	x	x	x	x	x	x	x
Secretary	x	x	x	x	x	x	x
Athletic Director	x	x		x	x	x	x
Treasurer	x	x	x	x	x	x	x
Baseball Coordinator	x	x	x	x	x		
Softball Coordinator	x	x	x	x	x	x	x

Public Meeting – 3 hrs / Virtual Meeting 1hr

Admin/Operations

11-16-25

- Discussed revising by-laws, responsibilities, and expectations of board members.
- Exploring shared drive for all board documents.

11-25-25

- VP resigned.

11-29-25

- (JA) sent nomination request to the public for a new Board Member Nominee.

12-09-25

- Board reviewed public nominations and elected by **Majority Vote:**
 - **Brittany Lynch (Vice President)**
 - **Hannah Kotch (Secretary)**

12-23-25

Outstanding admin items discussed (credit cards, lights, fencing, board duties, coaches chat).

12-23-25

- Zoom expired; MS Teams selected for virtual meetings.

12-30-25

- Usernames/passwords completed and shared; iPads evaluated for file storage, discussed cheap laptop for use as well

01-06-26

- iPads approved for storage; documents uploaded to Teams.
- To-do list updated –
 - Tennis court lights-Called no response from lighting company; fencing needing fixed, update board duties, HAAA rule changes (JaP) to Bring up Swinging Bunt Rule up at HAAA meeting), start coaches chat, organize files

01-15-26

- No updates.

UNIFORMS

11-16-25

- Initial Request for Bid sent on 11/13

12-09-25

- Bids to be in by February; turnaround time required.
- Jen received one bid: Hannah contacting another vendor.

12-23-25

- Target to pick up uniforms first week of April (VFW or concession).
- Try-on date proposed: April 16 at VFW.

12-30-25

- No Update

01-06-26

- Vote planned for February (earlier preferred).
- Jen has two bids; needs confirmed turnaround time.
- Hannah-Received feedback on Bid form and **(Unanimous Vote)** to resend the Request for Bids
- Solicitation received from another vendor – Keystone Custom Apparel
- Photographer narrowed to 3 packages (Rich/Brit/Hannah).
- Picture Day: April 14-16 (JA to contact VFW).
- Uniform try-on date TBD

01-15-26

- Picture Day: April 15th 530 PM at the Hermine VFW
- Emails still need to be sent out to Vendors

FUNDRAISING

11-16-25

- Decision to proceed with **Gun Bash (Majority Vote)**.
- Use **333 tickets** instead of 500.
- Add separate **\$10 fundraising ticket for \$3,000 prize**.
- Line-by-line review of prior Bash spending to reduce costs.
- Fundraising needed for: per-player costs, bills, new fences, equipment storage, field equipment.

BASH-VENUE & LOGISTICS (MARCH 7)

11-16-25

- Lowber VFD fee: \$500+\$200 bartender fee (2 bartenders).
- 333 Gun Bash tickets.
- Event: March 7, 6:00-10:00 PM.
- Gun budget: \$4,000.

- Exploring parent volunteers for one concession shift.
- (BL)obtaining catering quotes.

12-09-25

- (RS) To Contact Litarrias + local distributors and Pitcher Donations
- (BL) 2024 Inventory Sheet Received-34 Books and 17 Returned (~42 Books)
 - New Games-Work with them what games are best at Bashes
 - Meet and Shop the Truck
 - A month Prior to the Bash-All agree
 - FWD Invoice and Return Credit
- PA system/announcer discussed
- Nutrition to donate plates/silverware discussed (BL)
- Venue asked for bar-side space for Chinese auction.

12-23-25

- Bash to-do list created (program, games, tickets, volunteers, staffing/food rotation)

12-30-25

- Venue walkthrough with VFD Chief still TBD; date locked in, but contract not yet signed

.01-06-26

- Contract signed with Lowber VFD: **\$700+\$200 cleanup** check-Secured Bar Side
- Preferred room layout selected (better for~300 people).
- \$625.40 ordered for additional Tables (30) Chairs (125)-from Pitt Rental
- Beer location discussed; preference for volunteer bartenders-need to Check with Venue
- Setup scheduled: **Friday, March 6 at 7:30 PM.**

01-15-26

- No Updates JA to contact Venue

BASH-FOOD/DRINKS/BEER/GAMES

12-09-25

- **Food selected: Coming in Hott-(Majority Vote) @\$1,900**
- **Drinks-Beer** (RS) To Contact Litarrias + local distributors and Pitcher Donations
- **Games of Chance:**
 - (BL)Lancaster Bingo-2024 Inventory Sheet Received-34 Books and 17 Returned (~42Books) (Uploaded to Teams)
 - New Games-Work with them what games are best at Bashes
 - Meet and Shop the Truck
 - A month Prior to the Bash-All agree
 - FWD Invoice and Return Credit
- (RS) To reach out to Fratto's (Local Vendor)
- Wheels reserved (Fun Services) (JeP)

12-23-25

- **Drinks-Beer** (RS) Beer donations and pitcher requests are ongoing.
- **Games of Chance:**(RS) Fratto's Games of chance coordination ongoing.

12-30-25

- **Drinks-Beer** (RS): Litarrias donating some beer; request donated pitchers (RS to contact Jack at Frank Fehr).

01-06-26

- **Drinks-Water/Pop-To** be donated by BL Work
- **Games of Chance:** No Update

01-15-26

- No Updates

SPONSORSHIP

11-16-25

Sponsorship letter revamped.
Sign size discussion initiated with Scott Electric.
Dugout and field sponsorships discussed.

12-09-25

- Sign tiers discussed: **(Majority Vote)**
 - Triple Play-4x8 corrugated-\$400/\$200
 - Home Run-4x8 corrugated-\$600/\$400
 - Grand Slam-4x8 aluminum-\$1,000
- 400 copies to print; stuffing/ mailing party needed.
- Flyers sent to elementary and middle school.
- **12-23-25**
- Letters mailed (one page left due to label error); local list still needed. **12-30-25**

- Letters sent; still need to check for a local list.

01-06-26

- Need local sponsor list (JA maps- no update).
- **\$1,000** donor: Jim Shorkey Toyota (softball field; first-come basis). -Thank You Letter needed ·B
L to pick up two Chinese auction items: email to request personal donations.

01-15-26

- JA to email to request personal donations.
- Jim Shorkey Toyota (softball field; first-come basis). -Thank You Letter needed
- Local List-JA to check with former VP

TREASURER/FINANCE

11-16-25

- Yearly spending: **\$88,318.46**
- Current balance: \$28,175.35
- November deposits: **\$2,695**
- Bills due: P.O. Box, Township Utilities, JotForm
- Estimated cost per player (Spring): **\$230** (220 players).

12-09-25

- Signature card and software payments pending.
- Question raised: Is MS Teams free? (Band/Zoom expiring).

12-23-25

- Logins available to President/Treasurer.
- Ticket invoice cleared; signature card pending.
- Software payments pending; taxes with CPA.
- Approx.\$31,000 balance.
- Hall payment pending.

12-30-25

- JotForm paid; software, taxes, bank statements, hall payment, and \$10k check still pending.

01-06-26

- JotForm paid for the year (JA owes JeP receipt)
- To-dos: Square, T-Mobile Wi-Fi, Website, Sign-Up Genius, taxes, bank statements, pay hall, cash \$10k field check

Update signature card, printed report for public meeting, credit card online access.

01-15-26

- JA Owe JeP the Receipts for Jot form still
- Web Site and Domain Paid Jan 13 (JA to send Receipt)
- JA \$570 in cash from ticket sale to deposit (Minus the Refunds below new total \$360)
- **Refunds**
 - \$60 to Bruton's - Double Paid for Fundraiser
 - \$150 to Payne's - Deposited Fall \$\$\$

REGISTRATION

11-16-25

- Early Bird: 12/12/25-1/9/26; full cost 1/10/26-2/13/26.
- Motion passed: T-ball/6U increased to \$25 (**Unanimous vote 6-0**).
- All other ages: no increase. In-person sign-ups: Feb 10 & Feb 12.

12-23-25

- Using Square + JotForm + HAAA Excel.
- 3 In-person sign-ups planned, prep iPads.

12-30-25

- 15 registered total.
- Follow-up needed with Jim Fraser (principal) for in-person signups.

01-06-26

- 33 registered total
- Schools emailed; high school approved for in-person sign-ups.
- Jan 9: urgent email/FB reminder (Early Bird ends)
- Plan for ticket pickup/stub turn-in
- Added Bash date to JotForm

01-15-26

- 47 registered total
- In person confirmed for Wednesday 1/21
- Feb 13th TBD

CODE OF CONDUCT/INCIDENTS

11-16-25

- Board discussed Oct 2 incident
- Need to establish formal reprimand process before registration

12-23-25

- Additional Sep 11 Incident brought up
- Oct 2 and Sept 11 emails reviewed by lawyer and uploaded to Teams

12-30-25

- Board decides to send an email and have Parental Meetings to address code of conduct issues prior to next season and inform them of zero tolerance in the future. No reprimand to be enforced at this time **(Majority Vote)**

SOFTBALL/BASEBALL HAAA UPDATES AND EQUIPMENT**11-16-25-(JaP) HAAA Updates**

- No ump fee increase
- Players outside Yough SD need a release
- Add elementary school to JotForm
- Possible SAAA/Wyano combination if numbers are low (uniform/payment questions)

12-23-25

- Continued discussion Softball Registration with Wyano-will continue to do what was done in the past

01-15-25 (JaP) HAAA Updates

- 1 hr. 40 Finish the inning-last inning Unlimited (Both Baseball/Softball)
 - Baseball
 - Pitch Count Rules to stay in effect
 - Rest is 24hrs instead of 1 Calendar Day
 - No Swinging Bunt at lower age brackets
- **Inventory of Equipment needed (BD)-Date TBD**
 - Softballs and T-Balls should be good
 - 10U/12U Baseballs Short
 - Catcher's gear and loaned equipment need to be turned back in by coaches at the end of the season

Final Approval of Minutes: BL and HK 02/02/2026