



BARS Committee Meeting  
6 November 2019

Attendance: Timothy Brown, Dennis Trammell, Julian Dilorio, Brent Roach, Michael Wellbrock, Michael Mirpuri, Joel Penrose, Salvatore Scrimenti, Alexander Yee, Joshua Levine (having left early), Rolando "Juni" Mercado Jr.

Via Satellite: Dalton Richardson, Zachary Chaney, Colleen Hennessey  
Committee: Richard Gebbia, Michael Stephan

**1. Open Discussion from the Committee**

- a. Want something discussed at the meeting? Think there is a problem? Have a good idea and want to get more involved? Toss it in the mix for discussion!
  - i. Nothing added

**2. Updates from the Commissioner**

- a. Board approved Halloween Party Budget of \$3000
  - b. Board approved Kickball Turkey Tournament
  - c. Board approved special election for Weekend Kickball Operations Manager
- 

**1. Sport discussions and sport proposals**

- a. Bowling
  - i. **Proposal** - Bowling Vet Status
    1. Motioned by JM, Seconded by SS. Yea 14 Nay 0 Abstain 0; Motion passes.
  - ii. **Proposal** - Appreciation for Good Attendance Registration
    1. Motioned by DT, Seconded by JP. Yea 14 Nay 0 Abstain 0 ; Motion passes.
- b. Kickball
  - i. Weekend operations manager position announcement with a one-week nomination window for interested parties

**2. League-wide proposals**

- a. **Proposal** - Financial Policies Whistleblower Policy
  - i. Financial Policies moved to next meeting
  - ii. Whistleblower policies merit some revision and are to be revised based on discussion
- b. **Proposal** - Winter Activity Exploration: Big Apple Cornhole
  - i. There are many inquiries of the specifics, but the proposal is in place with a fixed budget to ensure minimal financial burden.
  - ii. There is consideration of integration with Bowling at Frames or the possibility of cannibalization from the existing league
  - iii. Possibility to amplify philanthropic efforts
  - iv. Motioned by TB, seconded by AY. Yea 10, Nay 1, Abstain 2; Motion passes.
- c. **Proposal** - Post-meeting approval of minutes via slack vote, to allow faster publishing of minutes for community members
  - i. Motioned by MW, seconded by BR, Y 12 N 0 A 2; Motion passes.



### 3. Philanthropy

- a. Three MMF passes remain with possible raffle opportunities including Dodgeball and Bowling Closing parties.

### 4. Social

- a. Holiday Party (CH)
  - i. Possible Holiday party for players, but possibly to late for 2019, but maybe a New Year party
  - ii. Players are asking for more socials about the people connections
- b. Possible BARS drag show or pageant (CH/BR)
  - i. Possible alcohol sponsorship for prize
  - ii. Small admission to cover costs/raise for charity
  - iii. Committee members are already interested in contributing
  - iv. Possibly nice winter concept to bridge season of play
  - v. Needs to be known what donations are going to

### 5. For December Meeting:

- a. Player Infraction Policies (TB/DR)
- b. Budget/Actual Reports for Fall Sports (SE)
- c. Expanded Roles & Responsibilities Descriptions
- d. Pre-Meeting Announcements of Topics/League-Wide Promotion

### **Bowling Rule/Registration Procedures Proposal**

#### **Proposal 1.a.i., Bowling Vet Status**

Proposed Bowling Rule Amendment:

*3.c. In order to have veteran status for the following season, you must attend 75% of weeks of bowling during the season. If more than 25% of weeks are missed, veteran status will not be granted to the player for the following season. Attendance will be taken.*

These rules would take effect for the Winter 2020 season.

#### **Proposal 1.a.ii., Bowling Vet Status**

Appreciation for Good Attendance Registrations

As an expression of appreciation for good attendance, all players with a minimum of 6 out of 8 weeks of attendance in the Fall 2019 season will be permitted to register for the Winter 2020 season at an earlier time before general registration begins.

#### **Proposal 2.a., Financial Policies and Whistleblower policies**

### **Financial Policies Big Apple Recreational Sports**

#### **1. General Provisions**

- a. The Treasurer will maintain a record of all income and expenses of the organization
- b. All use of league resources, including money, must be for approved league-related use
- c. All spending must be reported to the league Treasurer with an itemized receipt



- d. League resources may only be used in accordance with bylaws and non-profit status
- e. League resources may not be used for the purchase of illegal items or activities.
- f. All spending must be within the mission, vision and values of the league

## **2. Approval**

- a. All purchases must be approved by the board
  - i. Approval may be granted in advance by budgeting, if the board chooses
- b. The Treasurer will monitor and approve all use of league monetary resources
- c. There is no guarantee that expenses will be reimbursed unless pre-approval is obtained. Purchases that are not pre-approved are at the spender's risk, but may still be approved by the board.
- d. In the event that the Treasurer is required to provide payment or league resources, the Vice Commissioner or Commissioner must approve that use in writing.

## **3. Reimbursement**

- a. Purchases made by board members or their agents will be reimbursed by the Treasurer
  - b. If a purchase is made by the Treasurer, the Vice Commissioner or Commissioner must provide written statements allowing for reimbursement.
    - i. The Treasurer is required to maintain records of this written approval for review
4. Reimbursement requests must be a) submitted within a timely fashion, but no more than 30 days from the transaction date, b) be accompanied by an itemized receipt, and c) include a description of the use of funds.
- a. The Treasurer may only reimburse approved spending.
  - b. Reimbursements must be provided within a timely fashion as to not create economic burden for the individual spending money for league functions.

## **5. Reporting**

- a. The Treasurer is required to provide quarterly financial updates to the board. These updates must include total reserves.
- b. The Treasurer must retain and organize with payments all itemized receipts for all payments for a period of at least 7 years (or longer if required by law).
- c. The Treasurer must be able to provide spending reports at the request of the Commissioner, majority of the executive board, or a majority of the general board.
- d. Quarterly reports or their summaries must be made available to league members upon request.

### **Whistleblower Policies**

#### **Big Apple Recreational Sports**

(Adapted from the National Council of Nonprofits)

Big Apple Recreational Sports requires directors, officers, employees, and members to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of Big Apple Recreational Sports, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.



### **Reporting Responsibility**

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that Big Apple Recreational Sports can address and correct inappropriate conduct and actions. It is the responsibility of all board members, officers, employees and volunteers to report concerns about violations of Big Apple Recreational Sports' bylaws or suspected violations of law or regulations that govern Big Apple Recreational Sports' operations.

### **No Retaliation**

It is contrary to the values of Big Apple Recreational Sports for anyone to retaliate against any board member, officer, employee or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of Big Apple Recreational Sports. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment.

### **Reporting Procedure**

Big Apple Recreational Sports has an open door policy and suggests that employees share their questions, concerns, suggestions or complaints with any member of the Executive Board. If you are not comfortable speaking with the Executive Board or you are not satisfied with their response, you are encouraged to bring this to the full Board of Directors. Board Members are required to report complaints or concerns about suspected ethical and legal violations in writing to the Big Apple Recreational Sports' Compliance Officer, who has the responsibility to investigate all reported complaints.

The Big Apple Recreational Sports' Compliance Officer is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Compliance Officer will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Executive Board on compliance activity relating to accounting or alleged financial improprieties.

### **Accounting and Auditing Matters**

The Big Apple Recreational Sports' Compliance Officer shall immediately notify the Treasurer of any concerns or complaints regarding corporate accounting practices, internal controls or auditing and work with the committee until the matter is resolved.

### **Acting in Good Faith**

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

### **Confidentiality**



Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

### **Handling of Reported Violations**

The Big Apple Recreational Sports' Compliance Officer will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

**Compliance Officer:** The Commissioner will serve as the Compliance Officer. In the event a concern is raised regarding the Commissioner, the Vice Commissioner will serve as the Compliance Officer.

### **Proposal 2b, Winter Activity Exploration - Big Apple Cornhole**

#### **Big Apple Cornhole Proposal**

**Rationale:** Our Winter season we have players who are not actively playing sports from Kickball and Dodgeball. We have successfully sold out Bowling (our only true winter sport) even with the expanded size. It would be reasonable to create a winter league-based activity as a trial to see if we can provide entertainment to our current or new players.

**Proposal:** Creation of Big Apple Cornhole league for Winter 2019-2020.

- Location, dates, and time will be based on availability.
- Proposed length: 4-6 weeks, approximately 40-100 players
- Budget: \$750 for supplies and advertising, but with expectations that maintaining the league will be cost-neutral and that if continued will be subject to the same proportional contribution to league-maintenance contributions as all other leagues.
- Implementation: Creation of committee for organizing and execution of this league. The committee will create the rules, manage the league, be accountable to the general and executive board of BARS, and be responsible for reporting to the executive and general boards
- Reporting:
  - Will report to the executive board on a weekly basis if any updates are available.
  - Will report to the general board monthly with updates, but be required to report more frequently if requested by the general board.
  - Will provide a summary report post-season which must include:
    - Full disclosure of income and expenses
    - Implementation summary and recommendations for future seasons
    - Measures of member satisfaction



### **Proposal 2c, Post-meeting approval of minutes via slack vote**

To move the approval of meeting minutes to a slack vote to allow faster publishing of minutes for community members.