PENDER COUNTY PARKS AND RECREATION
RECREATION PARTNERS PROGRAM
2016-2017 GRANT APPLICATION

PLEASE COMPLETELY ADDRESS ALL ITEMS IN THE SPACE PROVIDED. IF NECESSARY, USE ADDITIONAL SHEET(S).

Organization: Topsail Ball Club

Mailing Address: PO Box 1274, Hampstead, NC 28443

Contact Person: Dawn Anderson Title: Treasurer

Email: dawn@canadyandson.net Phone #: 910-367-1661

Organization's Website address (if applicable) www.tbcbaseball.com

1. Provide a brief description of the organization's mission, goals and programs.

For more than a decade, Topsail Baseball Club has positively influenced the lives of coastal NC youth. Hundreds of kids have learned not joist the game of baseball, but also important life skills such as teamwork, determination, and persistence, just to name a few, through this outstanding organization.

2. What geographic area(s) do you serve?

Topsail, Hampstead, Scotts Hills/Coastal Pender County

3. Amount of County funds being requested for program(s) to be held **July 2016- June 2017**:
$ 10,000.00

4. Describe specifically how these County funds will be used within your organization. ***(Must meet eligibility requirements and match the detailed budget in Question22).***

New Press Box for Smith Field	$10,000.00
Liability Insurance	$ 2,000.00
Scholarship Programs	$ 700.00

5. Does the organization have 501(c)3 status? Yes X No____ *If yes, please attach a copy of your designation letter.*

6. List or attach the organization's current board (officers or principal leaders' names, phone numbers and term lengths; *please place an * by the contact name for Pender County Parks and Recreation purposes and include his/her e-mail address*). **Please note on the last page, there is a place for ALL officers/principal leaders to sign this grant form as to the content.**

See Attachment A

7. Are the organization's board members elected and/or appointed? Elected
Are elections held annually? Yes X No_____ If any board members are appointed, how are the appointments made; i.e. by entire Board, only the President/Chairperson, etc.

8. How many Board meetings were held January 2015 through December 2015? 12

9. Does the organization have By-Laws? Yes X No_____
If yes, are the By-Laws reviewed and updated annually? Yes X No_____
When is the last time the By-Laws were reviewed and updated? August 2015
(Please attach a copy of the most recent By-Laws) See Attachment B

10. Does the organization do background checks on its board members, volunteers, paid staff, etc.?
Yes X No_____ If yes, what agency/company is used Kids Safe-Sports Illustrated
What is the cost? $5.00 per person If no, why not?

11. What recreational programs/activities does the organization provide? What ages, gender, etc. do these programs/activities serve?

TBC's baseball program is a recreational sports league designed to be educational and fun. We have two seasons–Fall and Spring. The fall season is fun, relaxed and educational; its primary focus is instructional. The spring season is more competitive than fall, but the focus is still on developing skills in our youth. At the conclusion of the spring seaon, our top players are chosen for participation on our All-Star teams. They compete at district and state tournaments around North Carolina during the summer. Topsail Ball Club offers five divisiions for instruction and play: T-Ball (ages 4-6), Rookie (ages 7-8), Minors (ages 9-10), Majors (ages 11-12), and Babe Ruth (ages 13-18).

12. What are the organization's participation policies?

We are an equal participation league; all children are welcome. We have a scholarship program for low income youths to ease the financial burden for low income families. However, Topsail Ball Club does require coaches, parents and players to sign and follow our Code of Conduct. Violation of the TBC Code of Conduct may result in consequences up to and including being barred from the League.

13. Actual number of participants served **January 2015 – December 2015** Spring 300/Fall 200
Were any of these participants out-of-county? Yes X No _____ If yes, how many? 5

14. Projected number of participants to be served **July 2016 – June 2017**? 500
Do you anticipate any of these participants out-of-county? Yes X No _____ If yes, how many? 5

If your participant numbers increased or decreased significantly from last year/last season, please explain why this happened.

We have seen an increase in most division and increase in a League as a whole. One division decreased this seaon in numbers, due to the loss of players to a travel ball team and Wilmington Rec Leagues, due to no set boundaries.

15. Does the organization charge a registration/program fee to participants? Yes X No _____
If so, how much is the fee for this year/season? $ $65.00 Fall/$85.00 Spring
Do you discount for multiple family members within the same household? Yes X No _____
If yes, what is the discount? $ $10.00 off the second player
How much did you charge last year/season? $ 65/85
Reason for increase/decrease:

If the organization does not charge a fee to participants, why not?

16. How does the organization handle the situation when a participant is not financially able to pay the fee? TBC has a scholarship program for low income families. Our Board of Directors make every effort to fill every request for financial assistance that we receive, including paying for these children out of our own wallets. We haven't turned anyone away to date.

17. Does the organization have a written procedure/policy for the receiving and depositing money? Yes X No _____ (*Please attach if applicable*). If no, what procedures are used to ensure that monies are handled appropriately? See Attachment B

18. Does the organization have a written procedure/policy for spending money (i.e. over X amount, the board must approve the expenditure)? Yes X No _____ (*Please attach if applicable*). If no, what procedures are used to ensure that monies are spent appropriately? See Attachment B

19. Is the organization audited annually? Yes X No_____
If yes, by whom? Lee Piver

Please attach a copy of your most recent audit or financial report. (If no, the organization **must** bring its financial records to the meeting with the Recreation Advisory Board and Staff for their review).

20. What is the organization's amount of cash on hand (including **ALL** monies; checking, savings, CDs, etc.) $ 40,715.28 (*Please attach a copy of the most current bank statement(s)*). List any and all intended uses of these funds.

Spring Uniforms-Coaches and Kids:	$16,000.00
Addition Insurance for complete roster	$ 1,000.00
Balls and equipment	$ 1,800.00
Umpires	$ 8,500.00
Closing Ceremony	$ 1,500.00
Trophies and Year-End gifts	$ 1,800.00

21. Describe any program development issues and/or trends that the organization has faced in the past couple of years and/or anticipates facing in the upcoming years.

The Hampstead community is growing by leaps and bounds, and our program is gradually expanding as well. Our biggest challenge at this time is setting boundaries so our kids will contiune to play local baseball in their own area.

22. The organization needs to *attach a* **detailed** (line-item) proposed budget for the fiscal year **July 2016 – June 2017**. It needs to include **all** anticipated sources of revenue (including County funds, Municipal funds, grants, donations, sponsorships, concessions, membership/participation fees, fundraising, etc.) and **all** anticipated expenditures. *You may use the attached form if needed.*

See Attachment C

23. Does the organization have any paid staff other than umpires/referees (i.e. administrative, concession supervisor, scorekeeper, etc.)? Yes_____No X If yes, please list what position(s) is (are) paid and the salary paid.

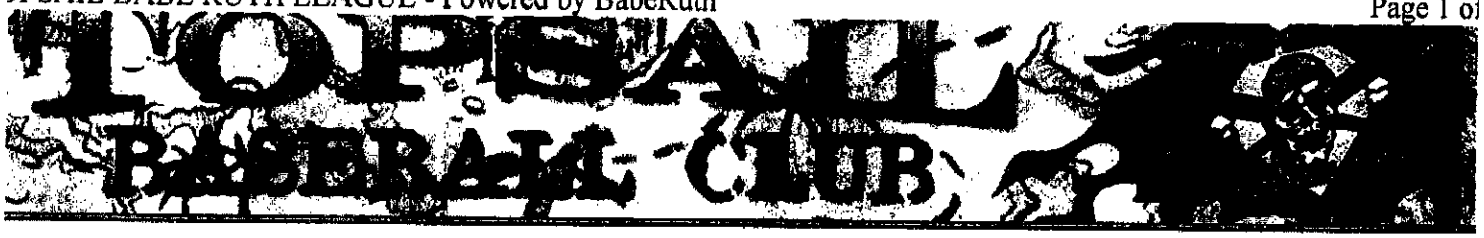
24. If there is any information that you feel the Parks and Recreation Advisory Board and staff needs to know that was not addressed in the above items, please discuss below.

Projected Budget
July 2016-June 2017

Organization Name:

REVENUE SOURCES	BUDGETED TOTALS
County Funds:	
Municipal Funds:	
Grants:	$ 10,000.00
Donations:	
Sponsorships:	$ 5,000.00
Participation Fees:	$ 38,000.00
Fundraising:	$ 500.00
Concessions:	$ 250.00
Other:	
Total Revenues	$ 53,750

EXPENSES	Total
Uniforms-Coaches and Kids-Spring/Fall	$ 23,000
Umpires	$ 8,500
Insrurance	$ 4,290
Babe Ruth Re-Charter	$ 655
Baseballs-Spring/Fall	$ 1,800
New Hemlets & L-Screens	$ 1,500
Storage Building	$ 420
Total Expenses	$ 40,165



Menu

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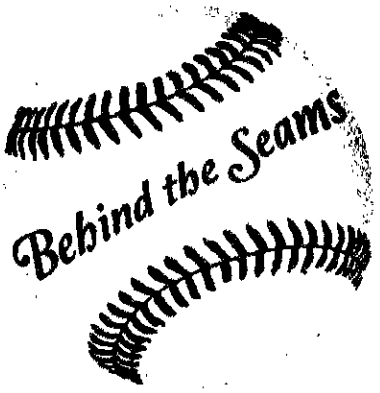
TBC Board of Directors

Updated Sunday March 6, 2016 by Kate Combs.

TBC Board of Directors



Your Topsail Ball Club is growing and changing, and we need everyone's input to succeed. Please don't hesitate to contact any one of us with your questions, suggestions, or complaints. If you are interested in joining the TBC board, please contact any one of us; we have several open seats.

President - Kate Combs

Vice-President - David Willcox

Treasurer - Dawn Anderson

Secretary - Karen Lambert

Members at-Large - Bryan Morgan, Mike Domino, Jeremy Johnson, Matt Floto, Tim Chadwick, Chris McLean

Advisory Board - Tim King, Tom Potts, Eric Kelley

Attachment A

The information on the Recreation Partners Program Grant Application submitted to Pender County Parks and Recreation on behalf of

(Organization's Name)_____

is true and accurate to the best of **our** knowledge.

_____	_____
Signature of President/Chairperson	Date
_____	_____
Signature of Vice President/Vice Chairperson	Date
_____	_____
Signature of Secretary	Date
_____	_____
Signature of Treasurer	Date

This must be signed by all of the above Board members!

If this signed affidavit is not turned in with your grant application then it must be turned in at your budget request review with the Recreation Advisory Board on March 10, 2016!!

TOPSAIL BALL CLUB, INC., BYLAWS
Amended AUGUST 1, 2015

I. Name

The organization shall be known as "Topsail Ball Club", hereinafter referred to as the "League". The League has been established as a non-profit corporation under the laws of the State of North Carolina.

II. Objective

The objective of the League is to develop and promote in children ages four (4) to eighteen (18) through the medium of properly supervised and competitive baseball:

A. Good sportsmanship;
B. Understanding and respect for rules, coaches, and umpires;
C. Courage in learning defeat;
D. Tolerance and modesty in victory; and
E. A spirit of cooperation and team play.

In attaining this objective, the instilling of the desire to win, or the winning of the game, is to be the secondary objective.

III. Territory

The boundaries of the League at the time these by-laws were incorporated were not yet established. The boundaries are to be set by the local Babe Ruth District Commissioner/State Commissioner as long as the League is Babe Ruth-affiliated. However, the general area consists of Hampstead, Sneads Ferry, and Scotts Hill, but is not limited to these areas.

IV. Cal Ripken/Babe Ruth Charter

It is the responsibility of the Vice-President to ensure that the charter and insurance are renewed by February 1 of each year, for as long as the League is Babe Ruth-affiliated.

V. Membership

Any parents or guardians of active players; active team or division sponsors; or active adult volunteer leaders shall be considered members of the League. For purposes of this provision, "active" shall mean actual participation during the current or most recent season, applicable. Membership is restricted to those who are at least eighteen (18) years of age and excludes anyone who may have been specifically banned from the League by its Board of Directors. The League shall not discriminate based upon age, gender, national origin, race, religion, or sexual orientation.

VI. Meetings

The President or his or her appointee shall call and conduct all meetings. A notice of at least one week will be given prior to any meeting with the exception of an emergency meeting. All meetings will be conducted using Robert's Rules of Order.

Attachment B

A. General Membership Meetings

1. There shall be an annual membership meeting in September of each year.
2. The time and place shall be determined by the Board of Directors.
3. Notice of such meeting shall be made upon at least ten (10) calendar days' notice, the manner of such notice to be determined by the Board of Directors in their sole discretion. Such notice, subject to Board approval, may be in the form of direct mailing, or such public media such as newspaper, television, radio, internet, etc.
4. A board member must introduce any items for the membership meeting agenda.
5. Only those persons who are members of the League and personally present at a membership meeting will be eligible to vote at that meeting; there will be no proxy voting.
6. A majority of those present and eligible to vote at a membership meeting is required to conduct business, including the election of board members.
7. There will not be any quorum requirements for a membership meeting, either annual or special.
8. The board of directors may call special membership meetings as needed.

B. Board of Directors

1. The board shall meet monthly on the first Wednesday of the month, or as often as necessary to handle League business, with a minimum of ten (10) meetings per year.
2. The date and time for such meetings will be determined by the President and made known to all with a minimum 24 hour notice.
3. Any League member may attend a Board meeting; however, membership participation shall be at the discretion of the Board. Furthermore, the Board may convene in executive session to discuss or resolve such matters which the Board, in its majority discretion, believes should be handled confidentially.
4. The President will conduct a voice vote for most matters, but may opt for ballot voting for privacy.
5. Each member of the Board shall have one vote. Any member who holds more than one position will still have only one vote.
6. The President's vote is allowed only as a tie breaker for voice votes, or for any ballot votes.
7. Board members may carry proxies for non-attending Board members for specific votes. Each Board member may carry only one other person's proxy. Proxies shall be transmitted electronically from the absent member's email account.
8. Any Board member missing two or more consecutive meetings without notification to an Executive Board member may be released from his/her duties. The Board may vote to allow that person to return.
9. One half (1/2) plus one member of the current Board shall constitute a quorum. This does not include the President.

A. Board of Directors

The Board of Directors of the League, hereinafter referred to as the "Board", shall be drawn from existing members of the League, nominated by existing Board members, and elected by the Board at the next regularly scheduled monthly Board meeting, for the terms and in the manner provided as follows:

1. The Board shall consist of no fewer than twelve (12) or more than nineteen (19) persons. The Board of Directors is comprised of the members of the Executive Board and other elected members of the League.
2. The term for each Board member is one (1) year.
3. The calendar for the Board of Directors runs from August 1 to July 31.
4. All members of the Board shall be eligible for reelection, unless his/her resignation is received or the Board reaches a quorum of no less than 51% in favor of his/her removal.
5. A quorum for conducting all business, except as specifically otherwise set forth herein, shall be at least fifty-one percent (51%) of the Board.
6. The Board, in its discretion, may remove any Board member upon the affirmative quorum vote of 51% of the Board sitting at the time such issue is brought before the Board for vote.
7. The Board may fill any vacancies on the Board at any regular Board meeting by a majority vote thereof.
8. All Board members are subject to background checks and will be removed immediately for ANY crimes against children or serious drug convictions. At NO time shall any Board member consume drugs or alcohol prior to or at any TBC- or Babe Ruth-affiliated functions.

B. The Executive Board

1. The Executive Board shall include the President, Vice-President, Secretary, and Treasurer.
2. To hold a seat on the Executive Board, one must hold a seat on the At Large Board for a minimum of one (1) year. Special consideration will be given should there not be any qualified candidates available.
3. The outgoing Board of Directors will nominate a new Executive Board with qualifications to fulfill the positions before the beginning of the new term.

VIII. Duties of Executive Officers and Members At-Large

A. The President shall:

1. Preside at all meetings of the Board and the League;
2. Serve as the Chief Executive Officer of the League;
3. Represent the League at any meetings, including USSSA or with the state of North Carolina;
4. Hold the tie-breaking vote in all League matters presented to the Board;
5. Recommend agendas;
6. Oversee all League activities;

7. Keep all minutes from meetings for a period of five (5) years;
8. Not serve as a head coach, unless the League does not have enough head coaches; however, the President may serve as an assistant coach; and
9. Not have the power to veto.

B. The Vice-President shall:

1. Renew the charter and insurance annually as written in Section IV above;
2. Directly supervise all division commissioners;
3. Work with the President to coordinate the player evaluations and player drafts;
4. Be available to work with the umpires when there are weather issues to make any decisions to ensure the safety of the children; and
5. Preside over or represent the League at any meetings in the absence of the President.

C. The Secretary shall:

1. Record and distribute all pertinent information and decisions made by the Board;
2. Record and maintain records of all the minutes recorded at the official League meetings; these minutes shall be turned over to the President at the end of each year;
3. File any documentation needed by the Secretary of State on a yearly basis or as changes occur;
4. Have custody of the Articles, Bylaws, Local Rules, minutes, and all other records of the League, except for financial records;
5. Be responsible for all correspondence on behalf of the League; and
6. Transmit all records and correspondence to any person elected to succeed him or her in that office.

D. The Treasurer shall:

1. Be responsible for the fiscal accountability of the League;
2. Oversee the budget planning committee;
3. Receive and disburse all funds with the approval of the Board;
4. Keep an accurate accounting of all funds received and disbursed for the League;
5. Submit a written monthly financial report, including current bank balance, at monthly meetings and at such other times as may be requested by the President or majority request of the Board; if no monthly meeting is held, then a financial report will be distributed electronically;
6. Complete all IRS and other tax returns in a timely manner; no later than three (3) business days before the deadlines;
7. As a member of the annual internal audit committee, make all information available as needed and participate fully in the audit, including report preparation; and
8. Transmit all records and correspondence to any person elected to succeed him or her in that office.

E. The Division Commissioners shall:

1. Not have a child playing in the division which he or she oversees, with the exception of T-ball;

2. Be responsible for the general operations of his or her division;
3. Report to the Vice-President any problems, complaints, protests, or any matter concerning the division;
4. Assist with the player draft;
5. Provide division coaches with any information pertaining to their teams, i.e., makeup games, schedule changes, etc.
6. Attend all coaches' meetings;
7. Ensure that coaches and players within the League are conscious of rules and ethics, to the best of his or her ability;
8. Work directly with the Umpire Coordinator;
9. Coordinate with other auxiliaries as needed to help the League run smoothly; and
10. Assist with All-Stars as needed.

F. The Concessions Volunteer Coordinator shall:

1. Recruit volunteers;
2. Collect and maintain volunteer contact information;
3. Contact local school administrations to recruit student volunteers who may need community service hours;
4. Work with the Fundraising Committee to ensure that fundraising events have adequate volunteer manpower;
5. Work with the Kiwanis Park concession stand to make sure TBC provides volunteers during all TBC games;
6. Assign work shifts in the concession stand to all teams;
7. Maintain a written or electronic works shift schedule and sign-in sheet to ensure coverage for all shifts and to properly credit each team with hours worked;
8. Report to the Board any team who does not cover its concessions shift(s) so the Board can take further action; and
9. Submit a monthly volunteer hours report to the Board prior to each Board meeting during the spring and fall seasons.

G. The Umpire Coordinator shall:

1. Be responsible for ensuring that qualified umpires are present at all games, as follows: one (1) for all Rookie games, and two (2) for all other divisions. T-ball does not use umpires. This may be done through an Umpires' Association or from a list of approved umpires certified through the League;
2. Reschedule makeup games and forward the dates to the Website Coordinator, coaches, umpires, Division Commissioners, and the President;
3. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment; and
4. Provide the Treasurer with the umpires' schedules on a weekly basis.

H. The Fundraising Coordinator shall:

1. Be responsible for all duties related to generating revenue for the League with the exceptions of registration fees and county funds;
2. Work with the Treasurer and Budget Committee to ensure that all the fiscal needs of the League are met;

3. Work with the Concessions Volunteer Coordinator to ensure that all fundraising ventures are adequately staffed;
4. Organize a fundraising committee consisting of a minimum of four other people, including the Concessions Volunteer Coordinator. The remainder maybe Board members or interested parties from the General Membership;
5. Hold committee meetings as needed throughout the seasons;
6. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment;
7. Generate as much revenue as possible; and
8. This position may be combined with that of the Sponsorship Coordinator.

I. The Sponsorship Coordinator shall:

1. Work with the Treasurer and Budget Committee to ensure that all the fiscal needs of the League are met;
2. Recruit new sponsors;
3. Renew past sponsors;
4. Collect all fees before the first game of each season;
5. Create and maintain a list of all sponsors and contact information;
6. Ensure that all sponsors receive the benefits of their patronage (proper spelling on jerseys and website, timely production and posting of signage, etc.);
7. Coordinate sponsor assignments with teams;
8. Ensure that all sponsors receive their plaques at the end of each season;
9. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment; and
10. This position may be combined with that of the Fundraising Coordinator.

J. The Website and Registration Coordinator shall:

1. Be responsible for maintaining the League's website and online registration process;
2. Renew the Babe Ruth software on a yearly basis;
3. Update the website as needed;
4. Add statistics on a weekly basis;
5. File electronic rosters;
6. Post changes to any public documents;
7. Add and update sponsors to website;
8. Set up and manage online registration;
9. Post news and upcoming events; and
10. Oversee the League's Facebook page.

K. The Uniform Coordinator shall:

1. Be responsible for getting quotes from at least three (3) uniform companies each season;
2. Work with coaches on team name choices;
3. Set up uniform fittings and uniform pick up times with coaches;
4. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment; and
5. Recruit a committee if needed.

L. The Equipment Manager shall:

1. Be responsible for maintaining equipment;
2. Ensure team equipment is sufficient in quantity and quality to support safe competitive play;
3. Create and maintain a written or electronic inventory list of equipment on hand;
4. Report to the Board any new equipment needed;
5. Obtain quotes from various suppliers to ensure the best pricing on new equipment;
6. Organize equipment bags each pre-season and post-season;
7. Assign to, distribute, and collect equipment bags from coaches;
8. As necessary, coordinate with coaches to determine equipment needs; and
9. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment.

M. The All-Star Coordinator shall:

1. Be responsible for all aspects of All-Stars;
2. Turn in rosters for electronic submission;
3. Work with the Uniform Coordinator to ensure that uniform fittings and ordering are done in a timely manner;
4. Distribute information to coaches;
5. Collect all fees associated with All-Stars;
6. Work directly with Babe Ruth/Cal Ripken commissioners;
7. Submit invoices to the Treasurer for remittance in a timely manner to ensure prompt payment; and
8. Address any other All-Stars issues that may arise.

IX. Committees

A. Each Board member shall serve on at least one or more committees.

B. The League's standing committees and their chairpersons are as follows:

1. Budget Committee – Treasurer
2. Fundraising and Sponsorships – Fundraising Coordinator or Sponsorship Coordinator
3. Equipment and Uniforms – Equipment Manager or Uniform Coordinator
4. Evaluation and Draft Committee – Vice-President

C. The President may appoint select committees on an as-needed basis.

X. Bylaws

A. These Bylaws shall be reviewed by a Bylaws Select Committee for needed amendments every three years.

B. Any proposed amendments to these Bylaws shall be submitted in writing and read at a board meeting. A vote shall be taken at the next regularly scheduled meeting and shall require a vote of at least 75% with all Board members voting.

XI. Procedures

A. Financial

1. The fiscal year of the League shall run from August 1 to July 31 of the following year.
2. The League's bank account(s) will be handled by the Treasurer, with a minimum of two (2) additional signors on the account(s). The additional

signors shall be limited to members of the Executive Board. The signature cards will be changed as the Executive Board changes.

3. Every League check issued must have two (2) signatures.
4. All receipts must be submitted to the Treasurer for reimbursement within thirty (30) days of issuance.
5. The Treasurer shall issue reimbursement checks within ten (10) business days of receipt submissions.
6. The Board shall decide all matters pertaining to the finances of the League, bearing the responsibility to conduct the financial affairs of the League in a prudent, business-like manner.
7. The Board must approve all purchases of $250 or more that are not in the budget.
   a. If an emergency arises, every effort shall be made to contact an Executive Board member or obtain board approval before making a purchase of $100 or more.
   b. A budget amendment is required for each expense that is not included in the original budget.
8. The general ledger shall be audited at the end of each season and before any new Treasurer takes office. The President shall appoint an audit committee to conduct each audit, or an outside firm may be hired to produce a final financial report.

B. Fundraising and Sponsorships

The fundraising and sponsorships committee is charged with finding ways to satisfy the League's budget.

1. The fundraising and sponsorships committee will be comprised of no fewer than five (5) members, including the Treasurer, Fundraising Coordinator, and Sponsorship Coordinator.
2. The Treasurer will provide the committee with a copy of the League's budget and update it continuously so the committee can plan accordingly.
3. The committee will work together to:
   a. Plan and execute fundraising events;
   b. Identify and recruit sponsors and donors; and
   c. Identify and apply for grants.
4. The chairperson will be responsible for presenting the committee's plans to the Board for final approval.

XII. League Division and Alignment

A. The Babe Ruth League shall be divided into two (2) divisions, provided enough players are available. If not enough players are available to field a team in a division, then a combined team will be formed. For safety reasons, 16 to 18 year olds will not be allowed to pitch on combined teams.
   1. 13, 15, and 15 year old league
   2. 16, 17, and 18 year old league

B. The Cal Ripken League shall be divided into four (4) divisions.
   1. 11 and 12 year olds (Majors)
   2. 9 and 10 year olds (Minors)
   3. 7 and 8 year olds (Rookies)

4. 4, 5, and 6 year olds (T-ball)

C. Exceptions to General Age Group Guidelines:
The age designations are for the League's divisions and guidelines, and exceptions may be made based on ability, safety, or special needs players.

D. Playing Up
1. At the request of his/her parent(s), a player may be evaluated to determine if they qualify to play in the division immediately above their age level.
2. If the player is rated within the top 50% of the desired division, they are eligible to play in the upper level.
3. Please note that the player must also attend the evaluation for their age-appropriate division as well.
4. If the player does move up, his or her parents or guardians must sign a waiver releasing TBC from any liability for injuries or death resulting from playing up.
5. Special consideration will be given to coaches' children who wish to play up on their parent's team, as well as five (5) year olds moving up from T-ball.

E. Playing Down
1. At the request of his or her parent(s), the Board will consider allowing a player to play below their age level, based on the results of their evaluation and the recommendations of previous coaches.
2. The child may play down one spring season, but must move up in the fall for instruction.

XIII. Registration

A. All players must have his/her registration fee turned in one (1) week prior to the start of practice.

B. Each player must submit his or her birth certificate before the draft. If no birth certificate is submitted, the player becomes ineligible for the draft.

C. All team coaches will be notified prior to the start of practice of any players ineligible to participate due to delinquent fees (including bad checks).

D. Scholarships/Hardship Players: Any player without the money to pay is eligible for a scholarship. The Board will attempt to approve all scholarship requests.
1. Any parent who receives a scholarship for their child shall volunteer extra time beyond the usual team requirements with the League as a requirement of receiving the scholarship.
2. A minimum of two (2) extra volunteer hours per child is required, above and beyond the normal team requirements.
3. If the volunteer work requirement is not met, the child may not be eligible for future scholarships.
4. Extra volunteer work includes but is not limited to concessions, fundraising, special events, field maintenance, and any other needs that arise.

XIV. Player Evaluations

A. The President, Vice-President, and Divisions Commissioners are responsible for overseeing player evaluation sessions.

B. Player evaluations shall be held within two (2) weeks of the end of registration.

C. The League shall announce the dates for each division.

D. For a player to be eligible for the draft, he or she must attend an evaluation.

E. Any player who does not attend an evaluation must notify TBC in advance and will be placed in the draft as a random hat pick.

XV. Final Rosters

After the conclusion of the draft, the Website Coordinator will submit the rosters to the Babe Ruth headquarters. All coaches will receive a list of their players' contact information.

XVI. Coaches

Coaches must teach by example. A coach shall conduct himself/herself in an adult and courteous manner at all times, with players, other coaches, umpires, parents, and League officials, with no profanity to be used at any time. The children are the reason for the League, and their well-being, training, and enjoyment of the Babe Ruth/Cal Ripken experience should be the most important part of our efforts. Safety, fairness, obedience to the rules, good sportsmanship, and a positive attitude must be evident at all times.

A. The Board will vote on all coaches to ensure that we have the best coaches possible.
B. It is the coach's job to learn, follow, and support all the programs and rules adopted by the Board.
C. Disciplinary action can and will be taken by the Board in situations where a coach fails to follow League rules, bylaws, and policies, up to and including dismissal from the coaching position.
D. Returning head coaches will have seniority to coach in the same division they coached the previous season.
E. Returning head coaches moving up to a new division may coach if a position is available. If there is no opening, he/she may choose to assist another coach, if an assistant position is available.
F. Special consideration will be given to experienced coaches who are moving up.
G. Once a head coach is approved by the Board, he/she will select two assistant coaches.
H. No one under the age of 21 will be allowed to be head coach or manager on any roster. All assistant coaches must be at least 18 years of age.
I. At least one (1) coach per team, preferably the head coach, must attend one of the coaches' meetings.
J. All coaches will have a background check done before their first practice.
    1. Background checks will be performed by a qualified agency.
    2. Any coach with a crime against a child or serious drug charges will be removed from his position immediately.
        a. If charges appear against a coach, his identity will remain anonymous for Board discussions.
        b. He or she will also be given the opportunity to explain his or her actions before any decisions are made regarding the coach's dismissal.
    3. Any coach refusing a background check will not be permitted to coach in this League.
K. The coaches' responsibilities are as follows:
    1. Model and teach good sportsmanship.
    2. Teach players the game of baseball.

3. Work with each child's individual needs.
4. Promote a team atmosphere.
5. Have complete control of the activities, conduct, and welfare of his/her players and parents during all practices and games.

L. All coaches must complete a Babe Ruth-certified coaching course. A score of 80% or better is required for eligibility to coach.

M. All coaches must be certified before their first practice. This is a Babe Ruth requirement.

N. Only three (3) coaches are allowed in a dugout during games.

XVII. Equipment

Coaches will be responsible for their equipment bags.

A. Any item missing from the bag when it is returned will be charged to the coach. If the coach does not pay the requested amount, he will be suspended until the matter is taken care of.

B. All equipment shall be turned in within one (1) week of the end of the season, with the exception of all-star coaches. They will have until one (1) week after the last all-star game to return their equipment.

XVIII. All-Stars

Unlike League play, the All-Star season is highly competitive. We are committed to putting the best possible team on the field in each age group for the District and State tournaments.

A. Coach Selection
1. All-Star head coaches will be selected and voted on by the division coaches and approved by the Board no later than April 15 of each season.
2. All-star head coaches must be currently registered as a TBC head coach. In the event that no head coach is available for All-Stars, an assistant coach may be chosen to fill the position.
3. All-Star head coaches must select two (2) assistant coaches.

B. Team Selection
1. All-Star parents and players must agree to the All-Star commitment during and after regular season play
2. All-Star teams must have a minimum of twelve (12) players at all times, except for Rookie teams which must have thirteen (13).
3. Division head coaches must nominate up to five (5) players from their teams by April 15.
4. From this list, the division head coaches will decide on ten (10) players.
5. These players will be approached about their willingness to commit to All-Star play.
6. The division head coaches will work down the list until they have ten (10) committed players.
7. At any point after May 15, the All-Star head coaches and the All-Star coordinator will choose two (2) additional players.
8. The All-Star head coaches may select up to three (3) additional players during the season.
9. Once the ten (10) committed players have been chosen, the All-Star coaches may begin practicing.

C. All-Star Tournament eligibility

A player must play at least half of his or her regular season games (excluding local tournament play) to be eligible for All-Star play. The intent of this rule is to prevent a player from abandoning his TBC team to participate with other teams or league (i.e., travel teams, AAU). The Board may grant an exception if games are missed due to other circumstances.

Non-Profit Checking

PNC Bank

PNC BANK

For the Period 01/30/2016 to 02/29/2016

[redacted]

Number of enclosures: 0

TOPSAIL BALL CLUB INC
PO BOX 1274
HAMPSTEAD NC 28443-1274

For 24-hour banking sign on to
PNC Bank Online Banking on pnc.com
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG
Monday - Friday: 7 AM - 10 PM ET
Saturday & Sunday: 8 AM - 5 PM ET

Para servicio en espanol, 1-877-BUS-BNKG

Moving? Please contact your local branch

Write to: Customer Service
PO Box 609
Pittsburgh, PA 15230-9738

Visit us at PNC.com/mybusiness/

TDD terminal: 1-800-531-1648
For hearing impaired clients only

Non-Profit Checking Summary

Topsail Ball Club Inc

[redacted]

Overdraft Protection has not been established for this account.
Please contact us if you would like to set up this service.

Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
29,687.23	20,400.94	6,487.59	43,600.58

Average ledger balance	Average collected balance
33,627.90	33,480.64

Deposits and Other Additions

Description	Items	Amount
Deposits	2	4,745.00
ACH Additions	4	15,655.94
Total	6	20,400.94

Checks and Other Deductions

Description	Items	Amount
Checks	3	503.09
ACH Deductions	2	4,945.00
Other Deductions	1	1,039.50
Total	6	6,487.59

Daily Balance

Date	Ledger balance	Date	Ledger balance	Date	Ledger balance
01/30	29,687.23	02/16	32,529.80	02/23	35,523.86
02/04	31,279.66	02/17	33,623.40	02/24	43,613.39
02/09	26,334.66	02/22	33,278.86	02/29	43,600.58
02/10	30,029.80				

Activity Detail

Deposits and Other Additions

Deposits

Date posted	Amount	Transaction description	Reference number
02/16	2,500.00	Deposit	047155574
02/23	2,245.00	Deposit	052514629

Non-Profit Checking

For 24-hour account information, sign-on to
pnc.com/mybusiness/

For the Period 01/30/2016 to 02/29/2016
Topsail Ball Club Inc
[redacted]

Non-Profit Checking [redacted] continued

ACH Additions

Date posted	Amount	Transaction description	Reference number
02/04	✓ 1,738.17	ACH Credit Custpay Sportssignup.Com	00016034002686360
02/10	✓ 3,695.14	ACH Credit Custpay Sportssignup.Com	00016040009326624
02/17	✓ 2,133.10	ACH Credit Custpay Sportssignup.Com	00016048003756194
02/24	✓ 8,089.53	ACH Credit Custpay Sportssignup.Com	00016054010034815

Checks and Other Deductions

Checks and Substitute Checks

* Gap in check sequence

Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number
02/04	1223 *	145.74	063186745	02/22	1225 *	344.54	086276799	02/29	1227 *	12.81	086273350

ACH Deductions

Date posted	Amount	Transaction description	Reference number
02/09	✓ 4,290.00	Corporate ACH Kkbaberuth K&K Insurance Gr M7957984010	00016039008089420
02/09	✓ 655.00	Corporate ACH Baberuthlg Babe Ruth League M7957983913	00016039008089340

Other Deductions

Date posted	Amount	Transaction description	Reference number
02/17	1,039.50	Withdrawal	050035783

Detail of Services Used During Current Period

Note: The total charge for the following services will be posted to your account on 03/01/2016 and will appear on your next statement as a single line item entitled Service Charge Period Ending 02/29/2016.

** Combined Transactions include ACH Credits, ACH Debits, Checks Paid, Deposited Item - Consolidated, Deposit Tickets Processed

Description	Volume	Amount	
Account Maintenance Charge		.00	Requirements Met
Combined Transactions	20	.00	Included in Account
ACH Credits	4	.00	
ACH Debits	2	.00	
Checks Paid	3	.00	
Deposited Item - Consolidated	9	.00	
Deposit Tickets Processed	2	.00	
Total For Services Used This Period		.00	
Total Service Charge		.00	

Topsail Ball Club (Old)
Reconciliation Detail
Checking, Period Ending 02/29/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						29,687.23
Cleared Transactions						
Checks and Payments - 6 items						
Check	02/03/2016	1223	Dawn Anderson	X	-145.74	-145.74
Check	02/09/2016	DEBIT	K&K Insurance	X	-4,290.00	-4,435.74
Check	02/09/2016	DEBIT	Babe Ruth League Inc	X	-655.00	-5,090.74
Check	02/17/2016	COUN...	PNC BANK	X	-1,039.50	-6,130.24
Check	02/18/2016	1225	Farmer's Supply	X	-344.54	-6,474.78
Check	02/27/2016	1227	Nancy Heide	X	-12.81	-6,487.59
Total Checks and Payments					-6,487.59	-6,487.59
Deposits and Credits - 6 items						
Deposit	02/04/2016	DEPO...	Sports Illustrated Play	X	1,738.17	1,738.17
Deposit	02/10/2016		Sports Illustrated Play	X	3,695.14	5,433.31
Deposit	02/15/2016	DEPO...	Pender County Park...	X	2,500.00	7,933.31
Deposit	02/17/2016		Sports Illustrated Play	X	2,133.10	10,066.41
Deposit	02/23/2016	DEPO...	Sports Illustrated Play	X	2,245.00	12,311.41
Deposit	02/24/2016		Sports Illustrated Play	X	8,089.53	20,400.94
Total Deposits and Credits					20,400.94	20,400.94
Total Cleared Transactions					13,913.35	13,913.35
Cleared Balance					13,913.35	43,600.58
Uncleared Transactions						
Checks and Payments - 7 items						
Check	03/26/2015	1069	Umpire		-35.00	-35.00
Check	04/19/2015	1091	Umpire		-35.00	-70.00
Check	06/20/2015	1184	Erich Spoonhour		-5.00	-75.00
Check	06/20/2015	1181	Wendy Jordan 1		-5.00	-80.00
Check	06/20/2015	1182	Bobby Breland		-5.00	-85.00
Check	02/18/2016	1224	TM Sports		-1,075.00	-1,160.00
Check	02/22/2016	1226	Black Hat Sports		-1,665.30	-2,825.30
Total Checks and Payments					-2,825.30	-2,825.30
Total Uncleared Transactions					-2,825.30	-2,825.30
Register Balance as of 02/29/2016					11,088.05	40,775.28
New Transactions						
Checks and Payments - 1 item						
Check	03/03/2016	DEBIT	Empire Graphics		-60.00	-60.00
Total Checks and Payments					-60.00	-60.00
Total New Transactions					-60.00	-60.00
Ending Balance					11,028.05	40,715.28