



STATE OF THE HAJFL – 2007

SEASON SUMMARY & ACCOMPLISHMENTS

Membership:

- 467 total HAJFL families
- 98 of the 467 families have more than one child in the league
- 580 kids in the league
 - 416 Football Players
 - 164 Cheerleaders

Finance Sixteen Point Plan:

A sixteen point plan was put in place in 2007 to improve on our cash and check handling practices, so we could track financial information more effectively.

1. AUDIT: An audit of the 2007 finances. (DONE)
2. TAXES: Get 2005, 2006 and 2007 tax filings submitted & up to date. (Done)
3. PO BOX: Change locks on PO box and change who gets mail. Treasurer does not get bills from PO box; nor have a key. Instead of having the bill payer be the one who gets the bills; adds transparency. (DONE)
4. \$500 + APPROVAL: Board approval required for expenses over \$500.
5. SIGN OFF: President/Vice-President or responsible board members such as Equipment Manager, must sign-off on all original copies of bills/invoices which are to be submitted at each board meeting. Account statements emailed to howelljrfootball@yahoo.com, and emailed to the executive board; more transparency.
6. VENDOR BIDS: All expenses over \$550 must have 3 independent and separate bids; unless time does not permit and the board decides by vote accordingly.
7. VENDOR INFORMATION FORM: Vendors must complete, sign and return a vendor information form. This enforces that the entire board knows who we are dealing with, instead of only one individual.
8. BUSINESS TERMS: Vendors required to comply with HAJFL business terms (part of vendor info form). Such as: We pay with a league check; not third party checks.
9. BOARD AUTHORIZATION: Identify to vendors: names of Exec Board. ONLY the executive board is authorized to place orders on our behalf.
10. FINANCE SOFTWARE: Purchase Quick Books accounting software to track HAJFL finances. (DONE)
11. Download and update account info on a bi-weekly basis during the season, before regular mtgs; to update the board.
12. Important docs to be kept in bank safety deposit box.
13. Verify Tax Id Number/non-profit account active and doesn't need renewal. (DONE)

14. Annual preliminary budget must be generated by Treasurer and approved by board (expected amounts and when they are due).
15. Checks: 3 people are authorized to sign checks. Each check must have 2 signatures. No signing of blank checks ever.
16. HAJFL debit card authorized for Executive board who are signers on the bank account. Cards to be used to deter non-traceable cash purchases, for approved league business only. Receipts turned into treasurer. (DONE)

Finance Summary for 2007

Our goal was to divide responsibility and implement necessary checks and balances to enforce accountability. For the first time, tracking sheets were used by board members on game days and during the week for tracking concessions and apparel sales.

- 2007 Financial Summary (attached)
- 2008 Preliminary Budget (attached)
- Tax Status – the 2007 board got the league caught up on their tax status. 2005 and 2006 taxes were completed with no penalty. 2007 is also completed.
- Cheerfest 2007 (detailed summary attached)
 - Income \$43,076
 - Expenses \$22,729
 - Net \$20,347
 - More than 1,100 girls competed
- Audit Results: The 2007 board initiated an audit of all HAJFL financial records. The audit confirmed concerns about inaccurate apparel invoices, and potential impropriety, which led to the investigation by the Sheriffs department.

Donations:

- \$2000 donation made to Brighton Jr. Football league. Was a LCAJFL wide effort, to help defray the financial burden of not having the use of their home field last year.
- \$3500 to Varsity Silver member Chris Wolak – including 50/50 donations, items donated for concessions sales, change jars.
- \$1055 in hardship donations made to other HAJFL families (partially from 50/50 donations).
- 11 hardship scholarships given to HAJFL football players and cheerleaders, value of \$1980.
- \$500 college scholarship awarded to Ryan DeCamp
- \$500 college scholarship awarded to Lena Maffeo

Sponsorships:

- Nearly tripled our sponsorships to 18. Twelve new, six renewed.
- 14 Sponsors paid \$250 each:
 - SCHAFERS HOUSE OF MUSIC
 - HUNGRY HOWIE'S PIZZA
 - ECONOPRINT
 - HOWELL BURGER KING
 - JONNA'S MARKET
 - MR. B'S RUSTIC TAVERN
 - KRUG FORD
 - BUFFALO WILD WINGS
 - FERGUSON ROOFING
 - CRITTER CONTROL
 - MASTERS HOME IMPROVEMENT

- TW FRIENDS
- MARCO'S PIZZA
- WOLVERINE TRACTOR
- 3 sponsors paid in service:
 - Image Magic Studios - Provide free annual hosting and all updating of the www.hajfl.com website.
 - Kletzka Lawn Care - Cut our home field at Three Fires 14 times (free of charge, value \$490).
 - Haslock & Sons Excavating - Service/Field maintenance value and storage unit
- 1 Sponsor JDE Equipment paid by supplying HHS Coaching DVD's for coaches, value \$200.

Equipment:

Quality, affordability and most importantly safety were the priority regarding equipment.

- All equipment reconditioned and safety certified.
- 3 quotes jerseys, saved x on jersey cost.
- Savings on football jerseys allowed us to give away football socks instead of charging.

Field:

Significant improvements were made to the field this year.

- Fertilizer Treatments
- 14 Lawn Cuts
- Installed new flag-pole and flag.
- Concessions area- graded/wood chips
- Landscaping, wood chips and flowers around flag-pole.
- New speaker system
- Repaired and replaced fencing.
- Paid \$200 to HPS for striping of Three Fires parking lot.
- Paid \$200 per use for lights at Memorial Field at Howell High School.
- Converted brush field to use as JV Parking lot.
- Bought landscaping equipment; leaf blower, wheelbarrow, 2nd grill for 2nd field, etc.
- Constant prep and watering in the spring & summer before practices started

Cheer Invitational

Since 1994 the Livingston County Area Cheer Commissioners have held an Annual Cheer/Pom Competition on the first Sunday in October. This competition comes to each community only once every 10 years. This is an all day event that begins about 5:30 am and ends about 8:30 pm.

In the 2007 season, HAJFL was the proud host of the 14th Annual competition at Parker High School. This event had nearly 1100 girls participating from 10 different communities and, at various levels, from Instructional to Varsity. Along with these girls came thousands of family and friends to support their girls.

This event was very successful for HAJFL and we can be very proud, as we received numerous compliments on the efficient and helpful way that we handled the event, from spectators to coaches and even from the vendors that frequent these events. We couldn't have accomplished it without the many volunteers that we had. (Financial Statement Attached).

Job well done HAJFL members!

AAU Tournament:

- Sent an additional two teams this year - Instructional and 10U.
- Records
 - Instructional Team 0-1
 - 10 & Under 1-1
 - 12 & Under 1-1
 - 14 & Under 0-1
- Note: Teams that beat Howell went on to Florida tournament and won the national championship.

Administrative Accomplishments

- Newsletters now emailed to membership, saving 50% on printing costs.
- New this year – completed background checks for all coaches and board members for the safety of the membership.
- All Registration and equipment forms updated.
- Any prior 2006 HAJFL documents converted from diskette to cd; stored electronically.
- Updated Bylaws, last updated in 2003.
- Aggressively used email and the league website to communicate pertinent information to the membership.
- Received several compliments about our change in venue for registration day. Made for a faster, more convenient sign up day.
- Complimentary yearbooks provided to members for the first time.
- Planned a pep rally (cancelled for severe weather) – collected over \$1800 in prizes that were distributed to winners over the following weeks.
- Distributed fundraiser cards at Registration in March, rather than in July at equipment pickup – giving members 3 more months to utilize cards.
- Created game day instruction sheets to give parents some guidance on what they need to do when they volunteer.

MISC:

- Coordinated HAJFL night at Parker HS.
- League standings for 2007 (ATTACHED)
- Howell's overall record: 80 - 49 - 6
 - Black: 15 - 11 - 1
 - Gold: 24 - 2 - 1
 - Green: 15 - 10 - 2
 - Silver: 9 - 17 - 1
 - White: 17 - 9 - 1

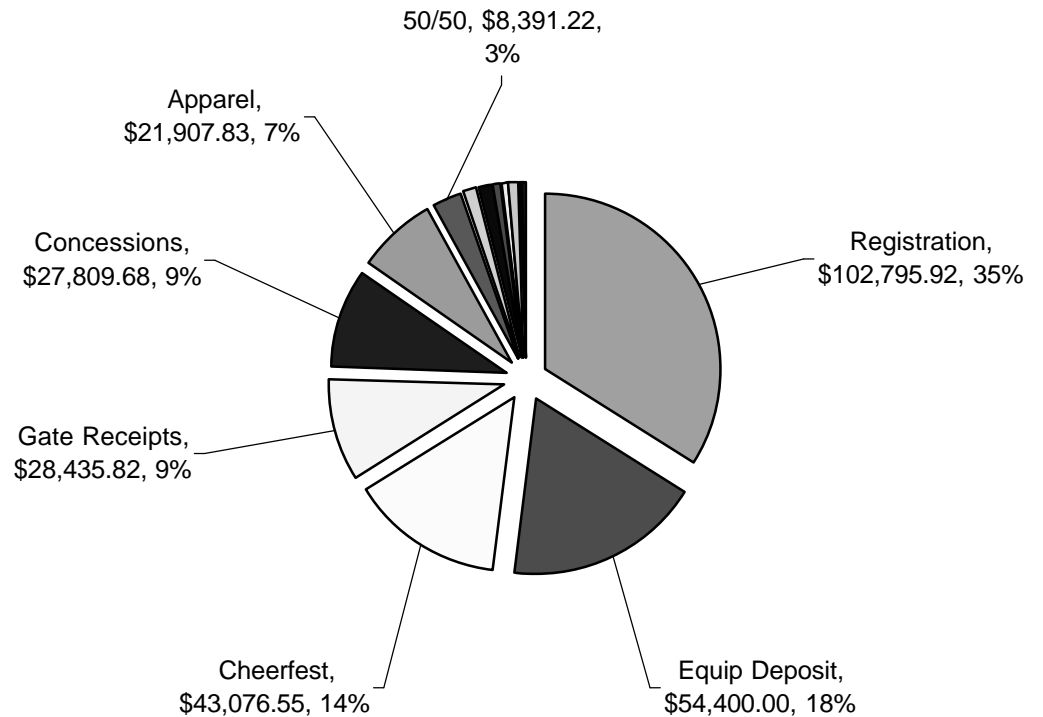


HAJFL

2007 Financial Summary

INCOME

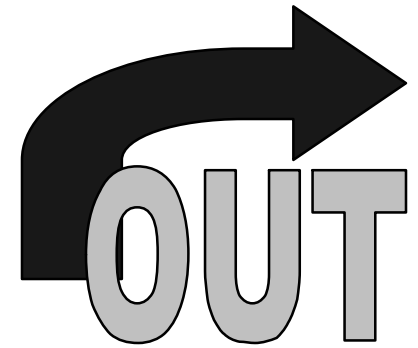
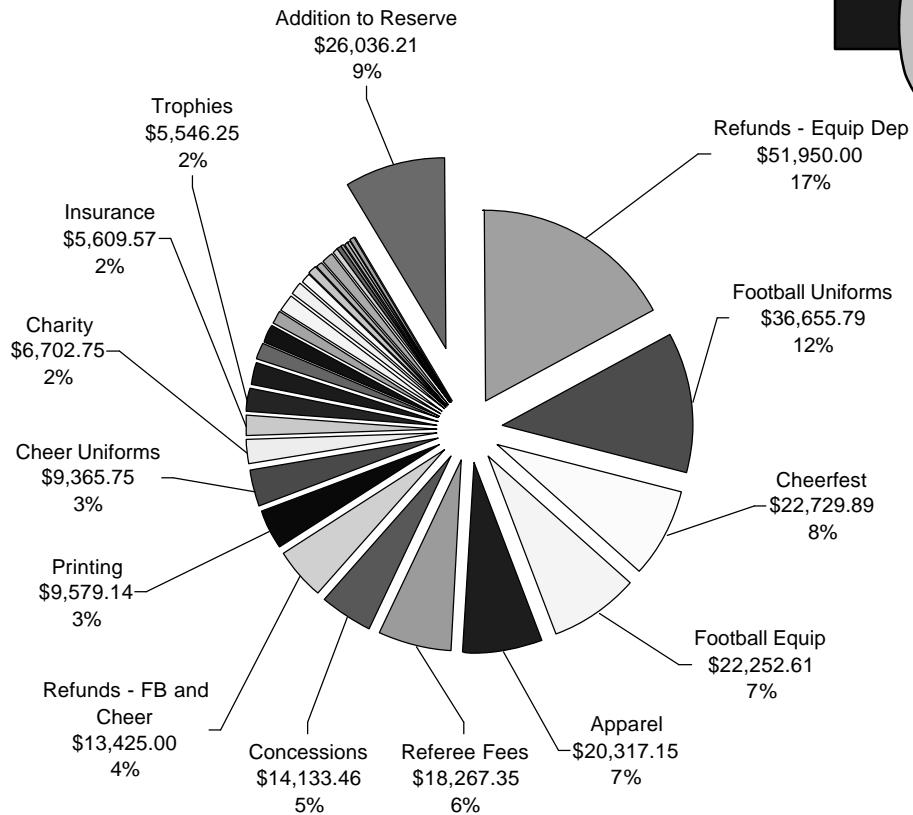
	2007 Total
Registration	\$102,796
Equip Deposit	\$ 54,400
Cheerfest	\$ 43,077
Gate Receipts	\$ 28,436
Concessions	\$ 27,810
Apparel	\$ 21,908
50/50	\$ 8,391
Sponsors	\$ 4,130
AAU	\$ 3,836
Restitution	\$ 2,320
Misc	\$ 2,040
Rebates	\$ 1,836
Donations	\$ 1,406
Hungry Howies	\$ 561
Total Revenues	\$302,946



EXPENSES

2007 Total

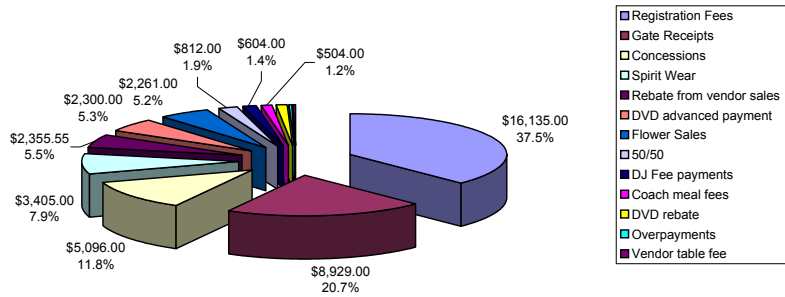
Refunds - Equip Deposit	\$51,950
Football Uniforms	\$36,656
Cheerfest	\$22,730
Football Equip	\$22,253
Apparel	\$20,317
Referee Fees	\$18,267
Concessions	\$14,133
Refunds - FB and Cheer	\$13,425
Printing	\$ 9,579
Cheer Uniforms	\$ 9,366
Charity	\$ 6,703
Insurance	\$ 5,610
Trophies	\$ 5,546
Field-Maintenance	\$ 5,546
Misc	\$ 4,746
Fund raiser cards	\$ 3,972
Audit Fees	\$ 3,730
Field-Porta-Johns	\$ 3,560
Emergency Medical T	\$ 3,224
Field-Trash	\$ 2,818
AAU	\$ 2,514
Field-Pods	\$ 2,218
Lights at High School	\$ 1,800
Utilities	\$ 1,714
Office Supplies	\$ 1,123
Room Rental	\$ 1,039
Bounced Checks	\$ 901
Credit Card Fees	\$ 891
Signs and Banners	\$ 501
Bank Fees	\$ 79



Total Revenues in 2007	\$302,946
Total Expenses in 2007	\$276,910
Net increase in assets	\$ 26,036
Account Balance at beginning of year	\$ 11,868
Account balance at end of year	\$ 37,904

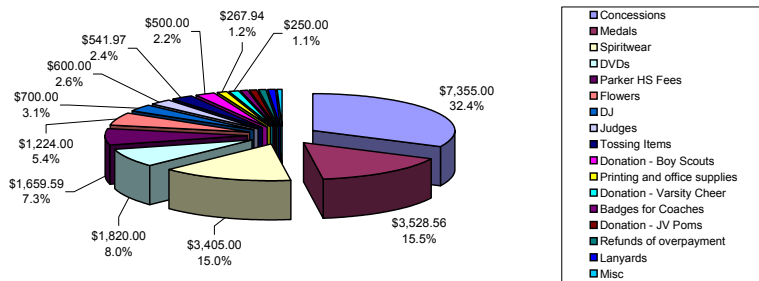
Registration Fees	\$16,135.00
Gate Receipts	\$8,929.00
Concessions	\$5,096.00
Spirit Wear	\$3,405.00
Rebate from vendor sales	\$2,355.55
DVD advanced payment	\$2,300.00
Flower Sales	\$2,261.00
50/50	\$812.00
DJ Fee payments	\$604.00
Coach meal fees	\$504.00
DVD rebate	\$400.00
Overpayments	\$175.00
Vendor table fee	\$100.00
Total Income	\$43,076.55

Cheer Invitational '07 INCOME



Concessions	\$7,355.00
Medals	\$3,528.56
Spiritwear	\$3,405.00
DVDs	\$1,820.00
Parker HS Fees	\$1,659.59
Flowers	\$1,224.00
DJ	\$700.00
Judges	\$600.00
Tossing Items	\$541.97
Donation - Boy Scouts	\$500.00
Printing and office supplies	\$267.94
Donation - Varsity Cheer	\$250.00
Badges for Coaches	\$203.31
Donation - JV Poms	\$200.00
Refunds of overpayment	\$175.00
Lanyards	\$169.60
Misc	\$129.92
Total Expense	\$22,729.89

Cheer Invitational '07 EXPENSES



Total Income	\$43,076.55
Total Expenses	\$22,729.89
Net	\$20,346.66

Howell Area Junior Football		2007	2008
	# of home games	77	70
	# of football players (after drops)	416	436
	# of cheerleaders (after drops)	164	172
INCOME			
Type	Comments	2007	2008
50/50		\$8,391.22	\$7,600.00
Apparel		\$21,907.83	\$2,000.00
Concessions		\$27,809.68	\$25,200.00
Equip Deposit		\$54,400.00	\$60,800.00
Gate Receipts		\$28,435.82	\$25,800.00
Hungry Howies		\$561.00	\$500.00
Rebates		\$1,836.00	\$1,500.00
Registration		\$102,795.92	\$109,400.00
Restitution		\$2,320.00	\$2,100.00
Sponsors / Fundraising	Sponsors & BWW rebates	\$4,130.00	\$3,500.00
			\$238,400.00

EXPENSES			
DATE		2007	2008
Apparel		\$20,318.00	\$0.00
Audit Fees		\$3,030.00	\$1,000.00
Bank Fees		\$79.26	\$100.00
Charity		\$6,702.75	\$2,000.00
Cheer Uniforms		\$9,365.75	\$9,700.00
Concessions		\$14,133.46	\$12,600.00
Credit Card Fees		\$829.64	\$600.00
EMS		\$3,224.00	\$3,000.00
Field-Trash		\$2,817.86	\$3,000.00
Field-Maintenance		\$5,546.06	\$5,800.00
Field-Pods		\$2,218.10	\$2,300.00
Field-PortaPotties		\$3,560.00	\$3,700.00
Football Equip		\$22,252.61	\$23,000.00
Football Uniforms		\$36,655.79	\$39,600.00
Fund raiser cards		\$3,972.00	\$4,100.00
Insurance		\$5,609.57	\$11,300.00
Lights		\$1,800.00	\$1,900.00
Office Supplies		\$1,122.65	\$1,200.00
Printing	includes yearbook	\$9,579.14	\$9,900.00
Referee Fees		\$18,267.35	\$16,700.00
Refunds - Equipment Deposit		\$64,145.00	\$60,800.00
Room Rental		\$1,039.15	\$1,100.00
Signs and Banners		\$501.00	\$500.00
Utilities		\$1,713.86	\$1,800.00
Trophies	trophies and sponsor plaques	\$5,546.25	\$5,800.00
			\$221,500.00

INCOME +	\$238,400.00
EXPENSES -	\$221,500.00
NET	\$16,900.00
Reserve as percent of revenue	7.09%

2007 League Standings

	TEAM	WON	LOST	TIE
1	Hartland Blue	25	1	1
2	Howell Gold	24	2	1
3	Brighton Orange	20	7	0
4	Hartland Gold	20	7	0
5	Hartland White	19	8	0
6	Brighton Black	18	8	1
7	Brighton White	18	9	0
8	South Lyon White	18	8	0
9	Howell White	17	9	1
10	Howell Green	15	10	2
11	Milford South	15	10	2
12	Howell Black	15	11	1
13	Hamburg Red	14	8	1
14	South Lyon Gold	13	12	2
15	Webberville	14	13	0
16	Byron Gold	13	14	0
17	Hamburg White	13	13	0
18	South Lyon Black	12	15	0
19	South Lyon Silver	11	14	2
20	Byron Purple	11	14	1
21	South Lyon Blue	11	15	1
22	Hamburg Black	10	12	1
23	Fowlerville Gold	9	17	1
24	Howell Silver	9	17	1
25	Fowlerville Purple	9	18	0
26	Lakeland Silver	9	15	0
27	Milford East	9	16	0
28	Hartland Black	7	20	0
29	Milford North	5	22	0
30	Whitmore Lake	4	21	1
31	Lakeland Red	3	23	1
32	Lakeland Blue	3	24	0