# MINUTES

|  |  |
| --- | --- |
| Monthly Board MeetingIn Attendance:Matt McLean, President (Chair)Michelle Adriano, Player AgentLori Zehr, SecretaryNathan Bird, UIC BaseballChris Rathbone, TreasurerBrittany Hague, VP AdminAndrew Gillan, VP BaseballKanoux Larsen, Majors & Minors CoordinatorDerek Lind, U11 CoordinatorKatie Williams, Baseball Uniform ManagerMikayla Rathbone, Manager of RegistrationKo William, Fastball Uniform ManagerLisa Chau, Fastball Uniform AssistantAshley Richards, Policy and GovernanceNot In Attendance:Shane Edison, Equipment ManagerMatt Playle, Web ManagerDane Kingsbury, Sponsorship CoordinatorKaren Ryall, FB Umpire SchedulerAnita Carreiro, Event CoordinatorRegrets:Angela Sawyer, VP FastballRuss Sawyer, VP OperationsSteve Gillan, BB Scheduler | Date: Dec 13, 2023 Time: 8:00 PMLocation: via Zoom |

|  |
| --- |
| CALL TO ORDERThe Chair called the meeting to order at 8:04 PM. |
| 1. **ADOPTION OF AGENDA**   **MOTION:**  **Moved by** Andrew  **Seconded by** Kanoux  That the agenda be approved as circulated. **Carried**. |
| 1. **APPROVAL OF MINUTES**    1. **Minutes of the Monthly Board meeting held November 8, 2023**   **MOTION:**  **Moved by** Lori  **Seconded by** Andrew  That the Minutes of the Monthly Board meeting held November 8 be approved as circulated. **Carried**. |
| 1. **UNFINISHED BUSINESS**    1. **Action Items – Ongoing List**   The Action List was updated. |
| 1. **CORRESPONDENCE**   Q when registration will open  Sponsorship letter for provincials tournament |
| 1. **REPORTS** |
| **6.1 Financial Update (Chris R)**   |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Just paying bills  Renewed school district permits  Kanoux shadowing for future treasurer |  |  | |
| * 1. **Fastball Program Update (Derek for Angela)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Winter clinic registration filling up  Organizing coaches |  |  | |
| * 1. **Baseball Program Update (Andrew)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Mostly full for winter clinics  Wrapping up fall academy at Oak Bay – moving to winter academy with Harbour Cats  Promoting Royals hockey and Harbour Cats ticket fundraisers  Provincials tournament logo drafted  St Margarets confirmed for accommodations ($120/might) and BBQ/banquet ($25per) | Michelle to circulate ticket flyer | Dec 13, 2023 | |
| * 1. **Operations Update (Matt M for Russ)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Bathroom reno almost complete  Shed is up  Cage enclosure complete  D#1 improvements still to come  Painting clubhouse to come |  |  | |
| * 1. **Admin Update (Brittany)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Nothing to report |  |  |  * 1. **UIC’s Update (BB- Nate; FB - vacant)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Nothing to report |  |  | |
| 1. **NEW BUSINESS** |
| **7.1 Renewal of Past President (Matt M)**   |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Vince willing to stay on in Past President role  Unclear as to whether 1 year term for renewal – 1 year for transition or ?  Agree Vince has knowledge and connections  Lots of vacant positions to be filled | Lori to message Vince about vacancies | Dec 13, 2023 | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | * 1. **Volunteering Approach (Andrew, others)**  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Anita to stay on as Volunteer Coordinator (Brittany as back up?)  Discussion resulted in the following:  Forms for parents/families to submit when they do volunteering hours – auto populates spreadsheet to be reviewed by Anita. 4 hours required.  Will collect volunteer deposit cheques as part of uniform distribution. $200 per family.  Keep drop down list of volunteer options in registration process (park clean up, open/close ceremonies, tournament support, photo day…). Does not include team duties such as scorekeeping and raking fields. | Chris to share form and spreadsheet  Ashley to update this policy for website and registration forms | Dec 13, 2023 | | |  |  |  |  | | --- | --- | --- | | ***Discussion included:*** | **Responsible** | **Date**  **mm/dd/yy** | | Ko and Lisa asked questions about Fastball uniform role and access to keys, documents  Need to update registration fees on web and registration forms for 2024 | Lori to contact Caitlin about keys etc  Chris, Mikayla, Matt P, Andrew  to coordinate changes | Dec 13, 2023  Dec 13, 2023 | | |   **ADJOURNMENT**  The Board meeting of December 13, 2023, was adjourned at 9:06 pm |
|  |