# MINUTES

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| 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 Manager Mikayla Rathbone, Manager of RegistrationKo William, Fastball Uniform ManagerLisa Chau, Fastball Uniform AssistantAshley Richards, Policy and GovernanceNot In Attendance: Shane Edison, Equipment Manager Matt 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, 2023Time: 8:00 PMLocation: via Zoom  |

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| CALL TO ORDERThe Chair called the meeting to order at 8:04 PM. |
| 1. **ADOPTION OF AGENDA**

**MOTION:****Moved by** Andrew**Seconded by** KanouxThat 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** AndrewThat 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 openSponsorship letter for provincials tournament |
| 1. **REPORTS**
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| **6.1 Financial Update (Chris R)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Just paying billsRenewed school district permitsKanoux shadowing for future treasurer |  |  |

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| * 1. **Fastball Program Update (Derek for Angela)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Winter clinic registration filling upOrganizing coaches |  |  |

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| * 1. **Baseball Program Update (Andrew)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Mostly full for winter clinicsWrapping up fall academy at Oak Bay – moving to winter academy with Harbour CatsPromoting Royals hockey and Harbour Cats ticket fundraisersProvincials tournament logo draftedSt Margarets confirmed for accommodations ($120/might) and BBQ/banquet ($25per) | Michelle to circulate ticket flyer | Dec 13, 2023 |

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| * 1. **Operations Update (Matt M for Russ)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Bathroom reno almost completeShed is upCage enclosure completeD#1 improvements still to comePainting clubhouse to come |  |  |

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| * 1. **Admin Update (Brittany)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Nothing to report |  |  |

* 1. **UIC’s Update (BB- Nate; FB - vacant)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Nothing to report |  |  |

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| 1. **NEW BUSINESS**
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| **7.1 Renewal of Past President (Matt M)**

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Vince willing to stay on in Past President roleUnclear as to whether 1 year term for renewal – 1 year for transition or ?Agree Vince has knowledge and connectionsLots of vacant positions to be filled | Lori to message Vince about vacancies  | Dec 13, 2023 |

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| * 1. **Volunteering Approach (Andrew, others)**

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| ***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 spreadsheetAshley to update this policy for website and registration forms  | Dec 13, 2023 |

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| ***Discussion included:*** | **Responsible** | **Date****mm/dd/yy** |
| Ko and Lisa asked questions about Fastball uniform role and access to keys, documentsNeed to update registration fees on web and registration forms for 2024 | Lori to contact Caitlin about keys etcChris, Mikayla, Matt P, Andrewto coordinate changes | Dec 13, 2023Dec 13, 2023 |

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**ADJOURNMENT**The Board meeting of December 13, 2023, was adjourned at 9:06 pm  |
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