



MINUTES

Monthly Board Meeting

Date: April 7, 2024

Time: 7:00 PM

Location: Lakehill Clubhouse

In Attendance:

Matt McLean, President (Chair)
Lori Zehr, Secretary
Brittany Hague, VP Admin
Andrew Gillan, VP Baseball
Derek Lind, Grounds Manager
Katie Williams, Baseball Uniform Manager
Ko William, Fastball Uniform Manager
Shane Edison, Equipment Manager
Angela Sawyer, VP Fastball
Russ Sawyer, VP Operations
Lisa Chau, Fastball Uniform Assistant
Michelle Adriano, Player Agent
Vince Greco, Past President
Nathan Bird, UIC Baseball
Steve Chapman, U9/U11 Coordinator
Mikayla Rathbone, Manager of Registration
Steve Gillan, BB Scheduler
Karen Ryall, FB Umpire Scheduler
Christine Barry, Sponsorship Coordinator

Not In Attendance:

Matt Playle, Web Manager
Anita Carreiro, Event Coordinator
Kanoux Larsen, Majors & Minors Coordinator

Regrets:

Chris Rathbone, Treasurer
Ashley Richards, Policy and Governance

1. CALL TO ORDER

The Chair called the meeting to order at 7:00 PM.

2. ADOPTION OF AGENDA

MOTION:

Moved by Matt M

Seconded by Andrew

That the agenda be approved with some additions,7.6, 7.7, 7.8. **Carried.**

3. APPROVAL OF MINUTES

3.1 Minutes of the Monthly Board meeting held March 13, 2024

MOTION:

Moved by Brittany

Seconded by Michelle

That the Minutes of the Monthly Board meeting held March 13 be approved as circulated.
Carried.

4. UNFINISHED BUSINESS

4.1 Action Items – Ongoing List

The Action List was updated.

5. CORRESPONDENCE

6. REPORTS

6.1 Financial Update (Chris R)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<p>Not present, report:</p> <p>Operations account balance of ~\$243k.</p> <p>Expenses for major offseason upgrades have been paid, accounts payable up to date.</p> <p>Still to come are major inseason expenses like equipment, field maintenance, uniforms, and umpire fees. Additional upgrades like painting, bullpens not yet factored into this.</p> <p>Collected \$85,500 in registration. Forecast was \$84,700, putting us in a strong position to achieve our budget targets for the season.</p> <p>As a reminder, our approved budget included a loss of \$16,000, as we spend down the accumulated</p>		

<p>legacy funds in a considered way. (This loss is likely to be higher as we make legacy investments like bullpens.)</p> <p>Rental agreement with SD61 for Diamonds 3, 4 and 5 have been completed at a similar cost to last season (approx. \$3k). We currently are required to book fields on an hourly basis, which is quite challenging vs a discussion of proposal for our long term exclusive use.</p> <p>Agreement to put signage up on each backstop to highlight that these are diamonds for youth ball, and are not designed for adult slo-pitch.</p> <p>Vince once again asked about the sponsorship list and it was communicated that the spreadsheet shared was not clear or complete. Still on action list for follow up.</p>		
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6.2 Fastball Program Update (Angela)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Season has started Vikes development nights popular		

6.3 Baseball Program Update (Andrew)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Winter clinics wrapped – maybe not through spring break next year Good job with assessments, teams seem balanced Coach training complete Scheduling near complete – just need cage bookings with FB		

6.4 Operations Update (Russ)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Painting complete Upstairs of clubhouse next. Motion by Michelle to approve up to \$10K to update/reno the interior of clubhouse. Seconded Vince. Carried. Locks done		

Bullpen proposal moving through Saanich Need infield lining machines	Shane to order/obtain infield liner machines	April 7, 2024
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6.5 Admin Update (Brittany)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Questions from those late to register and those wanting to withdrawal/refund		

6.6 UIC's Update (BB- Nate; FB - vacant)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
District training complete Nate offering another session plus his special rules session Cory/Vanessa Wood doing scheduling Still short older/advanced umpires for Majors games Fastball umpire schedule complete for April; also short older/advanced umpires for U17C games Tuesday April 9 orientation		

7 NEW BUSINESS

7.1 Safe Sport Training (Brittany)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
All executive and coaches are required to complete Email certificate to safety@lakehillball.com https://athletics.ca/safesport/	Everyone	April 7, 2024

7.2 Bathroom Cleaning (Lisa, others?)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Presley Sawyer to clean bathrooms after school If not, Lisa has a friend who will do it	Need contract for Presley	April 7, 2024

7.3 Park Improvement Survey (Andrew)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
4 responses from Executive with a variety of ideas Create subsequent survey for park members and provide drop down items to vote for priority projects Motion by Andrew to purchase/install new sound system at \$7K. Seconded by Vince. Carried.	Andrew	April 7, 2024

7.4 Opening Ceremonies (All)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Planning is going well 9:30 Athletes to Lakehill Elementary School to line up 10:00 Parade starts 10:30 Opening Ceremonies 12 noon field prep demos on all diamonds for 1:00 pm games – D1, 2, 3, 5		

7.5 Sponsorship List, Letter, Package (Christine)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Discussion and feedback to Christine about sponsorship documentation		

7.6 Lawn Cutting (Derek)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Need email blast looking for grass cutters; or use survey Anita has for volunteers	Matt M?	April 7, 2024

7.7 Batting Cage (Derek)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Ted and Mike to clean up the batting cage; still need to replace locks and hand out keys for access		

7.8 Keys (Shane)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Shane has keys for distribution. Still need to replace old locks with new and address the batting cage.	Shane	April 7, 2024

ADJOURNMENT

The Board meeting of April 7, 2024, was adjourned at 8:45 pm