



MINUTES

Monthly Board Meeting

Date: Feb 15, 2024

Time: 8:00 PM

Location: via Zoom

In Attendance:

Matt McLean, President (Chair)
Lori Zehr, Secretary
Chris Rathbone, Treasurer
Brittany Hague, VP Admin
Andrew Gillan, VP Baseball
Derek Lind, Grounds Manager
Katie Williams, Baseball Uniform Manager
Mikayla Rathbone, Manager of Registration
Ko William, Fastball Uniform Manager
Shane Edison, Equipment Manager
Ashley Richards, Policy and Governance
Angela Sawyer, VP Fastball
Russ Sawyer, VP Operations
Kanoux Larsen, Majors & Minors Coordinator
Michelle Adriano, Player Agent
Vince Greco, Past President

Not In Attendance:

Lisa Chau, Fastball Uniform Assistant
Matt Playle, Web Manager
Dane Kingsbury, Sponsorship Coordinator
Anita Carreiro, Event Coordinator
Nathan Bird, UIC Baseball
Karen Ryall, FB Umpire Scheduler
Steve Gillan, BB Scheduler
Steve Chapman, U9/U11 Coordinator

Regrets:

1. CALL TO ORDER

The Chair called the meeting to order at 8:06 PM.

2. ADOPTION OF AGENDA

MOTION:

Moved by Vince

Seconded by Chris

That the agenda be approved as circulated with the addition of 7.11 Uniforms. **Carried.**

3. APPROVAL OF MINUTES

3.1 Minutes of the Monthly Board meeting held January 10, 2024

MOTION:

Moved by Michelle

Seconded by Mikayla

That the Minutes of the Monthly Board meeting held January 10 be approved as circulated. **Carried.**

4. UNFINISHED BUSINESS

4.1 Action Items – Ongoing List

The Action List was updated.

5. CORRESPONDENCE

- Softball BC RAMP system
- Sponsorship Letters

6. REPORTS

6.1 Financial Update (Chris R)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
\$64K of \$84K registration projections so far Renewed School District permits What to do re: gaming grant; excessive funds	Chris – finance committee and others? To look at longer term, priority spending	Feb 15, 2024

6.2 Fastball Program Update (Angela)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Registrations are: 8, U9; 38, U11; 35, U13; 16, U15; 14, U17 U11 team formations March 16, 17 Dev nights for U11 and U13, April 4, 11, 18 Hosting U13B districts, June 22-24		

6.3 Baseball Program Update (Andrew)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Assessments March 3 and 10 Coaches meeting on 26 th ; Coach volunteers look strong Interlock numbers due end of the month Mock park schedule LLBC wants 5 houses for provincials, we have 3 (one per district) D#1 backstop needs work Registration is at 12 Mini Tball; 39 Tball, 32 Mini Minors, 30 Rookies, 44 Minors, 33 Majors	Andrew to coordinate with Angela/Lori for park fields scheduling input	Feb 15, 2024

6.4 Operations Update (Russ)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Bathrooms wrapping up Got lime Getting lawn cutters tuned up Plans to fix up interior of clubhouse (where water tank dropped into washroom renos)		

6.5 Admin Update (Brittany)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Registration questions, confirmations Scheduling questions Coach volunteers		

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

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Nate not present		

7 NEW BUSINESS

7.1 Bullpen fencing (Matt M)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<p>\$12.5 K Quote to add new bullpens for D#1 – parallel to 1st base foul line and outside left field corner</p> <p>Completely enclosed, raised fencing, with internal/external gates</p> <p>Tower Fencing to sponsor?</p> <p>Fastball to be included in the LF corner?</p> <p>Will need to be approved by Saanich</p>	Matt to connect with Ted	Feb 15, 2024

7.2 Criminal Record Checks (Michelle)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<p>Michelle looking to pass on CRC task as not part of Player Agent role</p> <p>Ashley? Brittany?</p> <p>CRC only for working with minors now, not vulnerable adults</p> <p>Need to get receiving emails sorted</p>	Michelle to connect with Ashley/Brittany about CRC	Feb 15, 2024

7.3 Opening Day (Lori)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<p>Decided Opening day to be April 13: Anita to lead organizing the day</p> <p>Park Clean up to be on March 16, 17 as well as March 23, 24</p>	<p>Anita to organize Opening Day</p> <p>Mikayla, Chris to assist with email blast about upcoming dates</p>	Feb 15, 2024

7.4 Mass email to recruit umpires (Lori)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<p>Email blast to recruit umpires and notify them of training dates and opportunities – link to Nate as UICBB and Karen as FB umpire scheduler</p>	Mikayla, Chris to assist with email blast	Feb 15, 2024

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7.5 Registration Blast and Registration update (Mikayla)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Registration numbers noted in BB and FB reports Email blast, reminder to register - some divisions full, others have space Softball BC announcing use of RAMP system (ie competitor to Team Snap) mandatory for 2025. Town hall held. Negative feedback.	Mikayla, Chris to assist with email blast	Feb 15, 2024

7.6 Sponsorship Letters (Chris)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Chris. Michelle have shared sponsor letter template and list of last year's sponsors Decision to keep park specific sponsors and provincials specific sponsors Brad and Christine to assist with sponsorship this season?		

7.7 Concession contract (Chris)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Considering different approach to Dave's contract in 2024. Different model for tournaments (ie districts, provincials) which result in large revenue	Chris and Matt M to prepare contract specifics	Feb 15, 2024

7.8 Batting Cage Bookings (Chris)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
With the newly renovated batting cage, more interest for use this spring. Currently booked by BB provincials/academy Need to coordinate with other teams for March	Andrew and Angela to discuss sharing of batting cage	Feb 15, 2024

7.9 Clubhouse Key Pad Sticking (Angela/Ko)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Chris to connect with Telus to replace key pad and reset response plan for alarms	Chris contact Telus	Feb 15, 2024

7.10 Clubhouse Painting (Russ)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
Russ Motion: to approve up to \$10K of second/lower quote to paint clubhouse, dugouts, D#2/3 shack, bleachers Seconded by Vince. Carried.	Russ to connect with quote to add bleachers, shacks	Feb 15, 2024

7.11 Uniforms (Katie/Ko)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
BB – timeline/deadline for ordering/size of jerseys FB – 3 coach shirts per team (on the field of play) Socks to all of FB and Mini Minors and above for BB Have dates for distribution of uni’s and collection of cheques planned Once all teams formed and coaches assigned to teams, team lists can be pulled from Team Snap for uniform tracking and documentation		

ADJOURNMENT

The Board meeting of February 15, 2024, was adjourned at 9:56 pm