



MINUTES

Monthly Board Meeting

Date: January 13, 2021

Time: 7:00 PM

Location: Zoom

In Attendance:

Vince Greco, President / UIC Softball / Equipment Manager (Chair)
Michael Higgins, Past President
Chris Taylor, VP Operations
Chris Rathbone, Treasurer
Mark Wong, VP Softball
Lori Zehr, Senior Women's Coordinator
Andrew Gillian, Baseball Scheduler / Web Manager
Liane Grimston, Uniform Manager
Alicia Ferguson, Secretary

Regrets:

Sandy Huisman, Softball Scheduler
Michelle Cowan, Uniform Assistant Manager

1. CALL TO ORDER

The Chair called the meeting to order at 7:02 PM.

2. ADOPTION OF AGENDA

MOTION:

Moved by Michael Higgins

Seconded by Chris Taylor

That the agenda be approved as circulated. **Carried.**

3. APPROVAL OF MINUTES

3.1 Minutes of the Board meeting held October 7, 2020

3.2 Minutes of the Board meeting held December 9, 2020

MOTION:

Moved by Chris Taylor

Seconded by Michael Higgins

That the Minutes of the Monthly Board meeting held October 7, 2020 and the Minutes of the Monthly Board meeting held December 9, 2020, be approved as circulated. **Carried.**

4. UNFINISHED BUSINESS

4.1 Action Items – Ongoing List (for information)

The action items were included for information.

4.2 Update on Concession (Vince)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Proposed concession services contract for 2021 provided to Chef Dave for consideration and financial impacts associated with COVID that may impact the renewed agreement. 	Vince Greco	-
<ul style="list-style-type: none"> Procured steam cleaning services to be completed in the next couple of weeks by Rocky Cross Construction Ltd. in exchange for sponsorship by placing their banner in center field. 	Vince Greco	02/05/21
<ul style="list-style-type: none"> Potential procurement of exterior cleaning services for mid-February by O’Callaghan Exteriors in exchange for sponsorship and purchase of a banner. Cleaning would include treating the moss on the concession roof, treating the cement walkway around the concession as well as the dug outs and bleachers for both baseball diamonds. Options for businesses to produce banners including as The Sign Pad and Houston Signs. 	Vince Greco	02/19/21
<ul style="list-style-type: none"> Historical agreements with Namdor Steel for sponsorship that have been unfulfilled by the association and options for placement of their logo including the new shed. 	Vince Greco	-

4.3 Coach Apparel (Lori)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Commencement of Sunday winter clinics and options for coach apparel including purchasing hoodies and hats for winter and jackets and hats for spring including the availability of funds for the purchase. Consideration of t-shirts for participants. Exploring pricing options for the spring jacket purchases. Reviewing last year’s apparel purchases for style comparisons. 	Vince Greco & Lori Zehr	-

<p>MOTION: Moved by Mark Wong Seconded by Lori Zehr That the Board approve purchasing Lakehill apparel for the winter clinics, specifically hooded sweatshirts and hats for the coaches and t-shirts for the participants. Carried.</p>	Vince Greco & Chris Rathbone	01/31/21
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4.4 Progress Towards New Shed (Vince)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> <i>Delays associated with the new shed due to permitting requirements and land agreements and working with Saanich and Don Mann Construction to ensure alignment with regulations.</i> 	Vince Greco	-

5. REPORTS

5.1 Softball Winter Clinic Registration (Lori)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> <i>Higher than projected softball winter clinic registration and successful safety plan implementation.</i> 	Lori Zehr	-
<ul style="list-style-type: none"> <i>Potential site secured for baseball winter clinics in North Saanich and consideration of clinic scheduling based on costs, participant maximums, and availability of the site.</i> <i>Cost comparisons with softball winter clinics for establishment of baseball winter clinics.</i> <i>Next steps to finalize baseball winter clinics including options for experienced volunteers to lead the clinics, setting up registration, and insurance requirements.</i> 	Chris Taylor & Lori Zehr & Michael Higgins & Chris Rathbone & Andrew Gillian	01/31/21

5.2 2020 Equipment Bags & Key Returns (Vince)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> <i>Options for surplus helmet supply, and concerns of equipment sharing practices due to COVID, including purging the supply and implementing a borrowing/signing out system or selling helmets at a reduced price.</i> <i>Seeking discount options with a local business such as Kirby's Source for Sports to reduce equipment costs for participants.</i> 	Vince Greco	-

<ul style="list-style-type: none"> • <i>Purging equipment supply further when time permits and options for creative recycling expressions with the retired equipment such as art sculptures as permitted by Saanich.</i> • <i>Equipment needs including determining the number of softball bats needed and immediate purchase of additional batting nets for the U12 and U10 winter clinics.</i> • <i>Concerns related to the number of keys given out historically and consideration of switching locks.</i> 		
<ul style="list-style-type: none"> • <i>Following up on an unreturned equipment bag and missing batting nets.</i> 	Lori Zehr & Vince Greco	01/15/21

5.3 Criminal Record Checks (Vince)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Progress towards setting up access to the Ministry's Criminal Records Review Program for completion of record checks for workers and volunteers.</i> 	Vince Greco	-

5.4 Concession (Vince)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>This item was discussed under Unfinished Business.</i> 	-	-

5.5 Uniforms - Jersey vs. Dri-fit Clarification (Liane)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Cost comparisons of jersey vs. dri-fit uniforms and rationale for the preference of jersey material due to its odor and moisture control.</i> • <i>Consideration of purchasing mid-range cost sublimated uniforms as a cost savings trial in future years after the recently purchased uniforms have been utilized.</i> • <i>Options for online fanwear apparel and communicating to Bruce a recommendation of providing blue color options only and ensuring a maximum of 10-12 items with a preference to include short sleeve shirts, long sleeve shirts, hoodies, and hats, in dri-fit and cotton materials.</i> 	Liane Grimston	-
<ul style="list-style-type: none"> • <i>Distributing the extra Timbits shirts to the U10 clinics.</i> 	Mark Wong	-

<ul style="list-style-type: none"> • <i>Contacting individuals that expressed interest in supporting the league with uniform distribution to assist Liane.</i> 	Andrew Gillian & Liane Grimston	-
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5.6 General Discussion & Updates

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Bringing forward a sponsorship idea to Kirby's Source for Sports to name the batting cage "Kirby's Cage" with a large, approximately 4x80, banner to help bring in sponsorship funds.</i> 	Vince Greco	-
<ul style="list-style-type: none"> • <i>Clarifying the type of volunteering that may be opted out of on the registration form and including specific board positions needing to be filled as a drop-down option.</i> • <i>Agreement of Mikaela Rathbone to act as the head registrar with Vince Greco assisting with coding etc. and setting up Mikaela with access to the registration email account.</i> • <i>Setting up a coupon code for the incentivized free registrations that were provided to board members.</i> 	Andrew Gillian	-
<ul style="list-style-type: none"> • <i>Determining whether any of the individuals that have expressed interest in assisting with grounds keeping would be interested in filing the role of grounds captain.</i> 	Lori Zehr	-
<ul style="list-style-type: none"> • <i>Seeking an Umpire in Chief (UIC) and exploring possibilities of sharing a UIC with a neighboring park or reaching out to a UIC of nearby park that may not be operating.</i> 	Vince Greco	-
<ul style="list-style-type: none"> • <i>Boosting registration numbers and preparing the softball registration email to go out Sunday.</i> 	Mark Wong & Lori Zehr & Andrew Gillian	01-17-21

6. ADJOURNMENT

MOTION:

Moved by Andrew Gillian

Seconded by Chris Taylor

That the Board meeting of January 13, 2021, be adjourned at 9:00 PM. **Carried.**