



# MINUTES

## Monthly Board Meeting

**Date:** March 10, 2021

**Time:** 7:00 PM

**Location:** Zoom

### In Attendance:

Vince Greco, President (Chair)  
Michael Higgins, Past President  
Chris Taylor, VP Operations  
Chris Rathbone, Treasurer  
Mark Wong, VP Softball  
Lori Zehr, Senior Women's Coordinator  
Andrew Gillan, Baseball Scheduler / Web Manager  
Sandy Huisman, Softball Scheduler  
Liane Grimston, Uniform Manager / Mini Minors  
Coordinator  
Monica Hacking, Mini T-Ball Coordinator  
Alicia Ferguson, Secretary

### Regrets:

Mikaela Rathbone, Manager of Registration  
Michelle Cowan, Uniform Assistant Manager  
Derrick Siska, U10 Coordinator

## 1. CALL TO ORDER

The Chair called the meeting to order at 7:06 PM.

*Chris Taylor was not present at the time the meeting convened.*

## 2. ADOPTION OF AGENDA

The Chair canvassed members for additions to the agenda and, with consent of the members, added the following:

PERTAINING TO Item 6.1 Financial Update – Use of funds from parents opting out of volunteering (Chris Rathbone)

PERTAINING TO Item 6.2 Operations/Admin Update – Plan B should restrictions not change (Chris Rathbone)

PERTAINING TO Item 6.2 Operations/Admin Update – Volunteer coordinating (Chris Rathbone)

### 3. APPROVAL OF MINUTES

#### 3.1 Minutes of the Monthly Board meeting held February 10, 2021.

**MOTION:**

**Moved by** Mark Wong

**Seconded by** Lori Zehr

That the Minutes of the Monthly Board meeting held February 10, 2021, be approved as amended with a correction to the spelling of Andrew Gillan's name. **Carried.**

### 4. UNFINISHED BUSINESS

| <i>Discussion included:</i>   | <b>Responsible</b>  | <b>Date<br/>mm/dd/yy</b> |
|---|---|--------------------------|
| <ul style="list-style-type: none"> <li>• <i>Sending out a general email to all contacts in Team Snap advising of Board vacancies and volunteer positions.</i></li> <li>• <i>Washroom maintenance including scoping the pipes.</i></li> <li>• <i>Completion of concession roof power washing.</i></li> </ul> | Vince Greco   | -                        |
| <ul style="list-style-type: none"> <li>• <i>Assistance of various board members to help start the baseball season with no current VP Baseball.</i></li> </ul>   | Chris Taylor<br>&<br>Andrew Gillan<br>&<br>Chris Rathbone<br>&<br>Michael Higgins<br>&<br>Vince Greco | -                        |

#### 4.1 Action Items Ongoing List (for information)

#### 4.2 Kelly Wallace Photography Update (Vince Greco)

| <i>Discussion included:</i>  | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|--|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li>• <i>Contract details for photography services by Kelly Wallace including cost comparisons from previous years and deals for tournaments, yearend, and opening ceremonies photos.</i></li> </ul>  | -                  | -                        |
| <p><b>MOTION:</b><br/> <b>Moved by</b> Alicia Ferguson<br/> <b>Seconded by</b> Chris Rathbone<br/>           That the Board authorize the President to execute the contract with Kelly Wallace Photography for photography services during the 2021 season.<br/> <b>Carried.</b></p> | Vince Greco        | -                        |

## 5. CORRESPONDENCE

| <b>Discussion included:</b>   | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|---|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li><i>Distribution of registration posters to catchment area schools.</i></li> </ul> <p><i>Chris Taylor joined the meeting at 7:34 p.m.</i></p> | -                  | -                        |
| <ul style="list-style-type: none"> <li><i>Purchasing sandwich boards detailing registration information for use in future years.</i></li> </ul>                                     | Vince Greco        | -                        |

## 6. REPORTS

### 6.1 Financial Update (Chris Rathbone)

| <b>Discussion included:</b>   | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|---|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li><i>Overview of account balances and finalized banking service provider change.</i></li> <li><i>Costs associated with field rentals.</i></li> <li><i>Use of funds from parents opting out of volunteering such as funding bathroom cleaning services.</i></li> <li><i>Thousand-dollar donation from the Saanich Fire Charitable Foundation and potential attendance at opening ceremonies.</i></li> </ul> | -                  | -                        |
| <ul style="list-style-type: none"> <li><i>Collecting necessary information to file the association's taxes for 2020.</i></li> <li><i>Completing the Gaming Grant application in late spring and complexities associated with this year's process.</i></li> </ul>  | Chris Rathbone     | -                        |

### 6.2 Softball Program Update (Mark Wong)

| <b>Discussion included:</b>  | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|--|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li><i>Season registration numbers including high registrations for U10, U12, and U14 and low registrations for U16 and U19.</i></li> <li><i>Options for U14 players without enough coaches to form a fourth team and options for U16 and U19 players without enough registrations to form a team.</i></li> <li><i>Consideration of holding pitching clinics and umpire training.</i></li> <li><i>Options to secure enough umpires for the season.</i></li> <li><i>Tentatively scheduling B-team try outs for March 21<sup>st</sup> with the location dependent on the status of field use permits from Saanich.</i></li> </ul> | -                  | -                        |

### 6.3 Baseball Program Update (Chris Taylor)

| <b>Discussion included:</b>  | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|--|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li>• <i>Good registration numbers for all levels and potential movement of players for ideal numbers on teams.</i></li> <li>• <i>Need to secure additional coaches and coordinators for the season.</i></li> <li>• <i>Assistance of various contacts and former members with starting up the baseball season.</i></li> <li>• <i>Training for potential umpires.</i></li> </ul> | -                  | -                        |
| <ul style="list-style-type: none"> <li>• <i>Location options for completing assessments including exploring whether permits can be obtained for use of the fields prior to April 1<sup>st</sup> or indoor gym rentals.</i></li> </ul>  | Chris Taylor       |                          |

### 6.4 Operations/Admin Update (Vince Greco)

| <b>Discussion included:</b>   | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|---|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li>• <i>Coordinating of volunteers.</i></li> </ul>  | Alicia Ferguson    | -                        |
| <ul style="list-style-type: none"> <li>• <i>Coordinating of baseball coaches.</i></li> </ul>  | Chris Taylor       | -                        |
| <ul style="list-style-type: none"> <li>• <i>Contract in place for concession services with Dave.</i></li> <li>• <i>Continued efforts to recruit members for vacant board positions.</i></li> <li>• <i>General maintenance around the park in preparation for the season.</i></li> <li>• <i>Options should restrictions on game play and spectators not change such as focus on drills and skills and practice games within the teams.</i></li> <li>• <i>Current Public Health guidelines established including a 50-person maximum occupancy at each ball diamond, staggered start and end times for practices and games, face covering use while in the dugouts, and restricted bleachers use.</i></li> <li>• <i>Options to support new coaches volunteering this season and increase technical skills.</i></li> </ul> | -                  | -                        |

### 6.5 Uniforms & Deposit Cheques (Liane Grimston)

| <b>Discussion included:</b>   | <b>Responsible</b> | <b>Date<br/>mm/dd/yy</b> |
|---|--------------------|--------------------------|
| <ul style="list-style-type: none"> <li>• <i>Consideration of updating the uniform cheque deposit procedure due to complexities arising during uniform pick up and concerns of uniform return and care without a form of deposit.</i></li> </ul> | -                  | -                        |

|  |  |  |
|--|--|--|
| • <i>Completion of the Timbits T-shirt order for the season.</i> |  |  |
|--|--|--|

**7. ADJOURNMENT**

The Board meeting of March 10, 2021, was adjourned at 9:25 PM.