



MINUTES

Monthly Board Meeting

Date: May 14, 2021

Time: 7:00 PM

Location: Zoom

In Attendance:

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

Regrets:

Sarah Donzalez, Mini T-Ball Coordinator
Sandy Huisman, Softball Scheduler
Derrick Siska, U10 Coordinator
Michelle Cowan, Uniform Assistant Manager

1. CALL TO ORDER

The Chair called the meeting to order at 7:07 PM.

2. ADOPTION OF AGENDA

The Chair canvassed members for additions to the agenda and recommended that the following items be added to the agenda:

- Item 7.3 – Women's Practices (Lori Zehr)
- Item 7.4 – Extending the Season (Andrew Gillan)

MOTION:

Moved by Chris Taylor

Seconded by Lori Zehr

That the agenda be approved as circulated with the inclusion of Item 7.3 – Women's Practices (Lori Zehr) & Item 7.4 – Extending the Season (Andrew Gillan). **Carried.**

3. APPROVAL OF MINUTES

3.1 Minutes of the Monthly Board meeting held April 14, 2021.

MOTION:

Moved by Chris Rathbone

Seconded by Chris Taylor

That the Minutes of the Monthly Board meeting held April 14, 2021, be approved as circulated. **Carried.**

4. UNFINISHED BUSINESS

4.1 Action Items – Ongoing List (for information)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"><i>Informing the Secretary of completed action items.</i>	-	-

4.2 Website Updates for Next Year (Vince Greco)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"><i>Proposed website changes to better facilitate registration through one interface, increase benefits for sponsors, and allow for a better communication platform.</i><i>Whether a website change is needed and exploring this further by convening a working group over the next few months.</i>	-	-
<ul style="list-style-type: none"><i>Emailing the President with any questions.</i>	Everyone	-

4.3 Coach Apparel (Vince Greco)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"><i>Previous discussions on coach apparel and confirming a decision.</i><i>Consideration of thanking coaches for their contributions throughout the difficult season by gifting them a coach-style hoodie or jacket.</i><i>Cost savings considerations including limiting the gift to two coaches per team or not including T-Ball and Mini T-Ball coaches and the complexities associated with determining which coaches would receive the gift.</i><i>Financial situation of the association including grant funding and potential budget implications associated with the purchase.</i><i>Consideration of the savings achieved with player uniforms this year.</i>	-	-

<ul style="list-style-type: none"> • <i>Excluding coaches who already received a hoodie during winter clinics.</i> 		
<p>Moved by Alicia Ferguson Seconded by Chris Taylor</p> <p>That the Board approve purchasing hoodies or jackets for all coaches this season as a gift for their contributions throughout COVID at the approximate cost of \$45 each for the coaches amongst the approximate 28 teams, including the newly recruited Mini T-Ball Coordinator. Carried. (voted unanimously by executive members only)</p>	Vince Greco	-
<ul style="list-style-type: none"> • <i>Reaching out to coaches to determine sizing.</i> 	Liane Grimston & Mikayla Rathbone	-
<ul style="list-style-type: none"> • <i>Determining whether all coaches have received their shirts and hats and reaching out to Liane to finalize this.</i> 	Mark Wong	-
<ul style="list-style-type: none"> • <i>Surplus red-style Lakehill shirts available for board members.</i> 	-	-

5. CORRESPONDENCE

5.1 Communication to Members Regarding COVID Protocols/Compliance

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Concerns of whether the association's COVID Safety Plan is being followed by all members and consideration of enforcement to ensure fairness.</i> • <i>Inspections from various authorities and a lack of concerns that have been raised.</i> • <i>Awaiting communication from the Province on revised health orders before proceeding with further enforcement considerations.</i> 	-	-

6. REPORTS

6.1 Financial Update (Chris Rathbone)

<i>Discussion included:</i>	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Accounts receivable as up to date, high registrations for the season, and exceeding anticipated sponsorship funding.</i> • <i>Low expenses to date except for the required spending to upgrade equipment and other approaching expenses.</i> • <i>Anticipating closing the season at a profit and determining projects to invest in.</i> • <i>Difficulties associated with Softball BC registrations.</i> 	-	-

6.2 Softball Program Update (Mark Wong)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Need for umpires should restrictions change to allow for games and communicating this need to members in the next communication sent out.</i> 	Vince Greco	-
<ul style="list-style-type: none"> • <i>Providing umpire training in June for players that are interested and reaching out to Lambrick School to determine if students are interested in umpiring games for volunteer hours.</i> 	-	-
<ul style="list-style-type: none"> • <i>Additional volunteer who has expressed interest in supporting the park and the process for completing criminal record checks.</i> • <i>Following up on outstanding criminal record checks and concerns with delaying this any further.</i> 	Mark Wong	-

6.3 Baseball Program Update (Chris Taylor)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Process for completing health checks and ensuring players are meeting health requirements for attendance.</i> <p><i>Chris Taylor provided an update on operations as follows:</i></p>	-	-
<ul style="list-style-type: none"> • <i>Progress towards switching locks and finalizing the Namdor Steel sign.</i> 		
<ul style="list-style-type: none"> • <i>Monday – Thursday bathroom cleaning service and whether another day of cleaning is required.</i> 	Chris Rathbone	-

6.4 Admin Update (Vince Greco)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> • <i>Awaiting the announcement on restriction updates before proceeding with photo plans in hopes for team photos.</i> • <i>Four new volunteers that have stepped up to mow the fields and the purchase of a used lawnmower with mulching abilities.</i> • <i>Ball diamond maintenance needs and parent volunteers stepping up to assist.</i> • <i>Upcoming meeting with Ted to discuss fence options.</i> • <i>Donation of 1-2 loads of fill from a new sponsor that will be brought in after weeding and edging has been completed.</i> 	Vince Greco	-

<ul style="list-style-type: none"> Locating the missing posts on Diamond 2 and Diamond 3 and replacing them if needed with the surplus supply in the sheds. 	Lori Zehr & Chris Rathbone	-
<ul style="list-style-type: none"> Holding the next Board meeting at the Park on Friday, June 9th should restrictions be eased. 	Alicia Ferguson	-

7. NEW BUSINESS

7.1 Proposed Meeting Date Change (Monica Hacking)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Future meeting dates to be determined at the Friday Board meeting in June. 	Alicia Ferguson	-

Mikayla Rathbone left the meeting at 9:00 p.m.

7.2 Women's Practices (Lori Zehr)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Women's softball team reaching out to various parks requesting space to practice. Previous practice of keeping the park to Lakehill teams and potential implications of allowing use by other teams. Whether scheduling may change once restrictions are eased and waiting to respond to the request. 	-	-

7.3 Extending the Season (Andrew Gillan)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Convening a special meeting to discuss extending the season if restrictions are eased to allow for games. Consideration of extending the season for the levels most impacted by COVID and coach availability to continue into the summer. 	-	-

7.4 Document Retention Timelines (Liane Grimston)

Discussion included:	Responsible	Date mm/dd/yy
<ul style="list-style-type: none"> Purging through old records in alignment with the Societies Act. 	Liane Grimston & Chris Rathbone	-

8. ADJOURNMENT

The Board meeting of May 14, 2021, was adjourned at 9:19 PM.