

# Wilmot Softball Association – Committee Meeting

## MINUTES

JANUARY 28, 2018

7:00PM

EXPRESSWAY FORD - NEW HAMBURG

MEETING CALLED BY	WSA
TYPE OF MEETING	Regular
FACILITATOR	Dwight/Mike
NOTE TAKER	Dave M
TIMEKEEPER	Dave M
ATTENDEES	Dwight B, Dave M, Ryan R, Jason P, John V, Chris F, Mark M, Kevin H, Mike C, Paulette W, Rob L, Trevor S, Dave B, Jamie H
ABSENT	Scott S, Jeff G, Brett C, Maxx D, Ron R Greg Z, Chad C, Rob W, Chris L

### Call to Order

TIME: 7:00PM

#### REVIEW AGENDA & WELCOME

[ DWIGHT ]

DISCUSSION	Agenda distributed. No Discussion. Guests introduced – Kyle & Sarah from New Dundee	
CONCLUSIONS	N/A	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

TIME: 7:05

#### NEW DUNDEE GUESTS (KYLE & SARAH)

[ KYLE & SARAH ]

DISCUSSION	Review of Blast Ball (3&4/yo's) T-ball type running to one bag (Bag Honks) Balls thrown out to field and returned to A Hula-Hoop. Some base running, some batting (Red light/Green light) (Target throwing) \$25 cost/player to register (2017) –had approx.. 30 participants. Ran from June until the end of August, Wednesday nights 6-6:45pm. No Fee to diamond times. Participation dropped off in July (Half)	
CONCLUSIONS	WSA interested in working with Sarah and Ryan for 2018 Blast Ball. To be kept local Have to figure out logistics and timing. Introduction needs to be made on the Website explaining the program and registration information. Jason P made a motion to incorporate Blast Ball into the 2018 WSA season – Motion seconded by John V – All in favour -Carried Dwight B made a motion to establish our price for registration to be \$35/player – Motion seconded by Mark M – All in favour - Carried	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Registration division and package needs to be created	Kevin H	ASAP
Web news updated and email blast to membership to announce and explain	Dave M	On completion of above
Jamie H to look into a free kit from Softball Ontario and price a second one.	Jamie H	Next Meeting Update

TIME: 7:40PM

**REVIEW OF LAST MEETING MINUTES AND APPROVAL**

[ DWIGHT/DAVE M ]

<b>DISCUSSION</b>	Meeting minutes from last meeting posted to the website – no discussion, no concerns.	
<b>CONCLUSIONS</b>	Motion made by Kevin H to accept the minutes as posted. Motion seconded by Chris F. All in favour. Motion Carried	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
None		

TIME: 7:42

**INSURANCE QUOTES – D&O**

[MIKE C ]

<b>DISCUSSION</b>	Renewing insurance for general liability. Was suggested to increase our coverage from \$1M to \$2M by Josslin Insurance.	
	Brief discussion on pros and cons. Not a lot of reasoning given for going with an increase to justify the increase of premium.	
<b>CONCLUSIONS</b>	Group felt we could hold on status quo of \$1M in liability insurance.	
	Motion made by Paulette W to renew insurance policy at \$1M in liability. Motion was seconded by Kevin H. All in favour. Carried.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Renew insurance policy for 2018 with \$1M liability.	Mike C	Feb 28, 2018

TIME: 7:50

**UNIFORM RFP & QUOTES**

[MIKE C ]

<b>DISCUSSION</b>	Review of quotes from four vendors (Dunny's, HR Sports, Stitch Graphix, & Sportszone)	
	Conversation about the cheapest offering with considerations for things such as quality, convenience, past reliability, total offering, E-commerce, and creative (in part, presentation of RFP)	
	(RFP Document on file as well as high level quotes from all vendors for consideration)	
<b>CONCLUSIONS</b>	Two vendors were removed from contention after above discussion. Two other vendors were debated and it was decided that a "hands up vote" should take place to decide our preferred vendor for the 2018 season.	
	10 members voted/ 4 abstained from the vote. By overwhelming majority, it was concluded that HR Sports would be awarded the account for 2018.	
	Motion was made by Dave M to approve the selection. Motion was seconded by Mark M. All were in favour. Motion Carried	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact HR with the approval and discuss next steps, timing and logistics.	Mike C / Mark M	ASAP

TIME: 8:15PM

**SPONSORSHIP UPDATE – SUB COMMITTEE**

[ DWIGHT ]

<b>DISCUSSION</b>	Sub-committee continues to Brainstorm. Presented two documents (on file) for proposed sponsorship levels, a nd perspective sponsors for 2018. (based on previous sponsorships given o NHSA and BMSA)	
	Discussion on dollar levels and inclusions. Signage at the diamonds attractive offering. (would cost WSA \$100/sign as per township bylaws) Individual team banners not a popular option. Discussion about sponsorship logos on uniform apparel – need to determine best course of action. Outside of defined sponsorship levels, and entry needs to be allowed for a general donation or “partner” to the WSA. 1-3 year terms proposed.	
<b>CONCLUSIONS</b>	.Continue to develop package levels with consideration for above. Has been determined the WSA would require approximately \$6-10K in sponsorship dollars to offset initial operating costs for the 2018 season.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Spread word of mouth to all potential sponsors both mentioned and/or omitted.	All	None
Represent packages and the next meeting	Dwight/Committee	Feb 25, 2018

[ MIKE/DWIGHT ]

TIME: 8:45PM

**UNIFORMS – EXECUTIVE SHIRTS**

<b>DISCUSSION</b>	Revived discussion from last meeting whereas the group entertained purchasing ‘polo’ type shirt for distinguishing executive members of the WSA at the diamond and functions etc...	
	All were in agreement that being a new group in an inaugural year, it would be appropriate to do so. Most agreed that this should not be a cost to the WSA and that those who wished to purchase one would do so independently.	
	Further discussion on the WSA purchasing dry-fit shirts for the 2018 coaching staff. Most were agreeable to the idea, but no decision made on how to proceed. Continue to discuss t next meeting. Debate over numbers and cost to be absorbed by the WSA.	
<b>CONCLUSIONS</b>	Motion made by Dwight B to go forward with Shirts for the Executive members, to be purchased independently by the group as an option. Motion was seconded by Jamie H – All were in favour. Motion carried.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Style and costing of shirts required from HR Sports. Timing...?	Mike C	N/A
Discuss the purchase and supply of Coaching shirts for 2018	ALL	Next Meeting

TIME: 8:55PM

**ADDITIONAL 2018 CLINICS**

[ MIKE C /JOHN V ]

<b>DISCUSSION</b>	Do we want to run (host) additional clinics for 2018 over and above the Spring Clinic, Pitching/Catching clinics already in motion?	
	What should we be looking at for the future? It was discussed and agreed that we already have a significant work load and goals for this upcoming season. It was also noted that the need for specific clinics are imminent.	
<b>CONCLUSIONS</b>	Hold off on running or hosting any further clinics for the 2018 season. Be diligent with informing our membership of clinics that are being offered in surrounding areas. (in particular NCCP Level 1 for OASA compliance as well as those requirements for PWSA)	

Potential to continue with NCCP Community Coach clinics every second year as an option and to get newer coaches engaged.		
WSA will run Umpire Clinics-Dates set for April 21 & 28 at Forest Glen – Working on submitting applications		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Check for upcoming clinics for surrounding areas and have a website direct to all members and staff.	Dave M	Ongoing
Umpire Clinic Update	Brett C	Update Next Meeting

[MIKE C]

TIME: 9:05PM

**TOURNAMENTS (HOSTING) 2018**

<b>DISCUSSION</b>	Are we considering hosting any tournaments for the 2018 season?? Discussion about Coach pitch and LL year end tournaments. OASA Qualifiers or Provincials looking for hosts at certain levels.	
Planning for the future – Canadians?? Importance of “total support” and volunteers for success. Planning for large hosted events needs to come at least a year ahead (two for Canadians) LL & Coach Pitch could solicit for more parental support, and we should have enough experience to document requirements for making these type events easier to manage.		
<b>CONCLUSIONS</b>	Need to develop a culture for Parental support. Need to gauge interest level and all requirements for hosting a larger event.	
Group willing to entertain WSA ‘Ball Days’ whereas all ‘LL’ teams come out to play, filling our home diamonds. Also support for the notion of “showcase” game days for any particular league to consolidate the number of league games and travel throughout the season.		
Many of these notions still hinging on our development of our own league for team numbers and registrants..		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Continue discussion post LL meeting being held on Feb 11 with the WSA,	ALL for Discussion	Feb 25, 2018
PDP, Wellesley and Innerkip. (Mark M to report next meeting)		

TIME: 9:40PM

**REP PROGRAM**

[Dwight, Mike, Dave M]

<b>DISCUSSION</b>	As Rep ball gets underway with winter practices, impending spring clinics, and hitting the fields, there is a need to potentially regroup with all stakeholders to examine what we have done, where we are at, and our moving forward requirements and goals.	
Review of documentation and policies for coach selection, tryout process and player selection.		
Budget reviews for all Rep teams. Review of Rep policies in relation to those of WSA Fair Play policies and Player Development		
Impending Rep Coach meeting		
<b>CONCLUSIONS:</b>	A regroup with the following stakeholders: Mike C, Dwight B, Jeff G, Chris L, Dave M, John V, and Chris F.	
ACTION ITEMS:	PERSON RESPONSIBLE	DEADLINE
Schedule a regroup meeting with the above personnel	Dave M	TBD
Schedule a Rep Coach meeting on the heels of the above	Dave M	TBD

TIME: 9:50PM

**RICH HISTORY PRESERVATION DISCUSSION**

[Mike C ]

<b>DISCUSSION</b>	Continuing the discussion from the previous meeting.	
	General brainstorming encouraged to all members for future and ongoing consideration.	
<b>CONCLUSIONS:</b>	Dave M suggested that immediate action be taken on the NHSA showcase box at the Wilmot Recreation Centre, to include the transformation of the two associations to the new WSA. Perhaps leave some NHSA paraphernalia and incorporate some from the BMSA, while adding callouts for the Wilmot Thunder.	
	Short discussion to encourage the Township to relocate the showcase.	
	Jason P encouraged to work on some creative to include.	
<b>ACTION ITEMS: MOTION TO AD POLICY AS STATED ABOVE</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Nothing notably decided. Jamie H has the key to the box. Mike C could provide the WSA uniform proposals as samples etc...	???	Soon
Trophy Case signage to be created.	Jason P	ASAP

TIME: 9:55

**NEW BUSINESS**

[ALL]

<b>DISCUSSION</b>	Mark M passed previous Police Record Check from the BMSA to Dave M to consolidate and file in conjunction with those of the NHSA. Mark will follow up with further documentation relating to background checks from "My Back Check"	
	No new business presented.	

<b>APPROXIMATE MEMBERS IN ATTENDANCE</b>	14
<b>RESOURCES</b>	RFP for Team Uniforms – Vendor Quotes to RFP – Sponsorship Documents W.I.P.
<b>SPECIAL NOTES</b>	Thank you to Kyle & Sarah from New Dundee for the Blast Ball presentation & education!
<b>NEXT MEETING DATE:</b>	February 25, 2018 – 7PM – Expressway Ford Board Room – New Hamburg
<b>MOTION TO ADJOURN:</b>	Ryan R
<b>SECOND</b>	Dave B
<b>CARRIED</b>	All in favour. Meeting adjourned at 10PM

