

CSA Meeting Minutes for October 3, 2019

Meeting begins at 7:00 pm

- Attendance taken – All board members in attendance
- Melissa reads meeting minutes from September 24, 2019 - Kara makes a motion accepting the minutes, Sandi seconds, all in favor
- Review of the Agenda - Additions to the meeting- Jodie proposes we add signing authorities under #5 - lawyer
- Action plan - No action plan tonight, meeting to discuss and appoint roles. Jordan advised there will be an action plan for every meeting showing what members are supposed to complete with due dates
- Lawyer update – Jim Andreassen would like us to wait to obtain a bank account until documentation received for the Association, approximately 5 weeks
 - Seal stamp ordered
 - Signing authorities – discussed having 4 people with any two to sign
 - Chris motions 4 signing authorities of Jordan, Brad, Jodie and Sandi – any two to sign, Kara seconds
 - Discussed opening one general bank account
- Batting Cage
 - Discussed quote with Jack's Mustang Service from Round Hill approximately \$25,000.00, ground work included – confirmed this is going to be built by this contractor
 - Phoenix fence quote was \$25,000.00 no dirt work and smaller cage
 - Gord Nadeau with CMBA is meeting with the city next week to confirm project
 - Gord Nadeau also in talks for sponsorship for things needed inside the batting cages ie L-screens, mats etc
- Director Term Lengths
 - For 2019-2020
 - President – 2 years
 - Vice President – 1 year
 - Secretary – 2 years
 - Treasurer – 1 year
 - Executive to have 2 year terms moving forward for 2020-2021
 - Remainder of Board Members to have 1 year terms
 - Sandi motions to approve and Jodie seconds

- Roles and Role Descriptions
 - Open discussion on the roles to see if any additions to be added
 - Softball Alberta liaison add to communications director
 - President – Jordan
 - Vice-President – Brad
 - Treasurer – Jodie
 - Secretary – Melissa
 - Registrar - Kara
 - Scheduling Director – Nancy
 - Facilities Director and Equipment Director – Chris
 - Umpire Director – Kelly
 - Marketing/Sponsorship/Fundraising Director – Sandi
 - Website/Media/Communications Director - Guy
 - Coaching Director – Cat
 - U8 Coordinator – Trevor
 - U10 Coordinator – Melissa
 - U12 Coordinator – Lyndsey
 - U14 Coordinator – Lyndsey
 - U16 Coordinator – Jodie
 - U19 Coordinator – Jodie
 - Off Season Development Coordinator – Trevor/Cat

- Round Table Discussion
 - 3 diamonds for Softball
 - 1/3 of time in batting cage
 - Small fee for batting cage
 - Next agenda, action plans for roles
 - Homework – look at your role
 - Facebook and Twitter right away
 - Insurances – Central Agencies Inc.
 - Softball AGM – October 19 and 20, 2019
 - Next meeting - October 21, 2019 at 7:00pm

- Motion to Adjourn – 8:46am Trevor motions and Cat seconds