



Meeting Minutes

Meeting Purpose	Devon Baseball Association	Date:	May 17, 2022
Meeting Reference #	6	Meeting Location:	Keywest Inn, Devon
Meeting Chairman:	Ward Westlin	Minute Taker:	Tara Davis

ATTENDEES AND ROLES (ATTENDANCE TRACKED WITH STRIKETHROUGH NAME)			
Name	Role	Name	Role
Ward Westlin	President	Laura Westlin	Umpire Coordinator
POSITION OPEN	Vice President	POSITION OPEN	Diamond Coordinator
POSITION OPEN	Treasurer	Chris May	Equipment Coordinator
Tara Davis	Secretary	Laura Westlin	Fundraising
Kelly McDougall	Registrar	Laura Westlin	Sponsorship
Chris May	Coach Director	Position not filled	Past President

ITEM	TOPICS
1.	Recognize a Quorum, Call the meeting to order.
2.	Approve the Agenda 1. Reports 2. New Business 3. Old Business 4. Close Meeting
3.	Approve the Minutes from the previous meeting
4.	Reports
5.	President Report – Ward Westlin - Edmonton Riverhawk 50/50 Fundraiser Opportunity in June - Draft an email to get feedback for parent volunteers -Team Pictures, Set Fri May 27 - Draft email to send to parents
6.	Treasurer Report – Ward Westlin Bank Balance \$6209.16 -Paying town Baseball Fee's from 2021
7.	Registration Report- Kelly McDougall 47 Registrants
8.	Diamond Report– Ward Westlin -Nothing to report
9.	Fundraising Report- Ward Westlin -ALGC Raffle Tickets printed and handed out to coaches for delivery to parents. Due back June 15
10.	Sponsorship Report- Ward Westlin -U11 Jerseys came in the wrong color / Expediting the New set. -1960 Lumber needs a sponsorship letter and they would be more than happy to help with providing shingles to replace on white shed. Need to update Sponsorship letter.



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11.	Coaching Report – Ward Westlin -U9 -Carmen Ressler HC, Josh Hawley offered to help with assistant coach -Rally Cap - Brittany Rockwell HC, Alicia Stapleton Assistant Coach/ PT - Parents helping where needed -U11 - Scott Pockrant HC, In need of an assistant coach		
12.	Umpire Report –Ward Westlin -We have 2 umpires booked for all games in U11 AJ Hodge & Amber Volk		
13.	Equipment Report-Ward Westlin -Plan for Rally Cap T-Shirts for 2022 Season / Tara & Kelly to see if we can get something done for this before pictures May 27 -Need to Coordinate Rally Cap hats		
14.	Town Information – Ward Westlin -Nothing to report		
15.	Edmonton Rural & Recreational Baseball League (ERRBL) No ERRBL this Year		
16.	County Union Baseball all (CUB) -Nothing to report		
17.	Leduc League -Nothing to report		
18.	New Business		
19.	Old Business		
ITEM	ACTION ITEMS	ACTION BY	DUE DATE mm/dd/yyyy
1	Organize Rally Cap Hats	Chris	05/18/2022
2	Update sponsorship letter	Ward	05/18/2022
5	Get Rally Cap Shirt sizes	Tara	05/18/2022
6	Get Rally cap demo decal for shirts	Kelly	05/19/2022
Close Meeting			
Meeting Closed at: 8:45 pm . Next Meeting: June 7, 2022 @ 8:00pm - 9:00pm			

Supplementary Information



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Grant Information:

Requirements to Incorporate as a Not for Profit with the Government of Canada:

<https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs04970.html>

[Alberta Community Facility Enhancement Program \(CFEP\)](#)

CFEP funding provides financial assistance to acquire, build, purchase, repair, renovate, upgrade or expand sports, recreational, cultural or other related public-use community facilities. CFEP Small Funding stream maximum funding request is \$125,000. Organizations may be considered for up to \$10,000 non-matching funding (See section 5.6 of the [CFEP Guidelines](#))

[Baseball Alberta Facility Grant Program](#)

The maximum grant available to any one Association for any one project in a year will be \$15,000 to assist member Associations in having the facilities necessary to support the continued growth and development of baseball across the province.

[Devon Community Grant Program](#)

Application Deadline: October 1st of each year.

10. Applicants may apply for:

10.1. 75% funding for projects that have a budget of \$2,000.00 or less; or for projects with a total cost of more than \$2,000.00, funding