



# Meeting Minutes

Meeting Purpose	Devon Baseball Association	Date:	Oct 25, 2023
Meeting Reference #	14	Meeting Location:	Marcis
Meeting Chairman:	Ward Westlin	Minute Taker:	Tara Davis

<b>ATTENDEES AND ROLES (ATTENDANCE TRACKED WITH STRIKETHROUGH NAME)</b>			
Name	Role	Name	Role
Ward Westlin	President	<b>POSITION OPEN</b>	Umpire Coordinator
<del>Chris May</del>	<del>Vice President</del>	Sherri Leonhart	Diamond Coordinator
Ward Westlin	Treasurer	<b>POSITION OPEN</b>	Equipment Coordinator
Tara Davis	Secretary	Laura Westlin	Fundraising/Sponsorship
Tara Davis	Registrar	Sherri Leonhart	Girls/Women's Ball Director
<del>Chris May</del>	<del>Coach Director</del>	<i>Position not filled</i>	Past President

ITEM	TOPICS
1.	<b>Recognize a Quorum, Call the meeting to order.</b>
2.	<b>Approve the Agenda</b> 1. Reports 2. New Business 3. Old Business 4. Close Meeting
3.	<b>Approve the Minutes from the previous meeting</b>
4.	<b>Reports</b>
5.	<b>President Report – Ward Westlin</b> -Spordle -Missed town User Meeting
6.	<b>Treasurer Report – Ward Westlin</b> Bank Balance: \$16,189 - \$12,000 unpaid - waiting on receipts - \$3,000 Hat Estimate for 2024 - \$14,000 total fundraising income - \$2000 total sponsorship income Year end projection: +/- \$11, 720



# Meeting Minutes

7.	<p><b>Registration Report - Tara Davis</b></p> <p><i>-Switching to Spordle for 2024 Season</i></p> <p>-All members will be required to have Spordle ID to register</p> <p><b>-For the 2024 season, Baseball Alberta requires the registration of all members, including players, coaches, umpires, volunteers, and OFMs, into the Spordle ID system.</b> This mandatory step is crucial for managing and approving all team rosters, including those in Baseball Alberta scheduled leagues (Community League, Provincial A, AA, and AAA/BAEL).</p> <p><b>- All Community League associations must have completed and confirmed all registrations within Spordle ID prior to April 11th, 2024.</b></p> <p>-The following positions will be mandatory: President, Registrar, Girls/Women’s Director and Umpire Coordinator. You will be able to add multiple positions on one individual.</p> <p>-Team entry will be within Spordle ID, and associations must request to enter each league they desire to play in.</p> <p>→ Rosters will be 100% completed within Spordle ID.</p> <p>→ Players, Coaches, and OFMs must be added to team rosters before the roster deadline date. (→ This will be the responsibility of the designated Spordle contact and not the coaches and/or OFM’s unless otherwise delegated.)</p> <p>→ All rosters in Baseball Alberta leagues will be required to request for approval.</p> <p><i>BA Communication Strategy</i></p> <p>→ All communications to the Baseball Alberta office will be made through the <u>designated Spordle contact</u> for each association.</p> <p><i>Paysafe Merchant Account</i></p> <p>→ In order to collect credit card payments, you must first open a Paysafe Merchant account.</p> <p><b>DEVON MINOR BALL REGISTRATION OPENS MONDAY JAN. 15, 2024</b></p>
8.	<p><b>Diamond Report– Sherri Leonhart</b></p> <p>-Nothing to Report</p>
9.	<p><b>Fundraiser Report- Chris May/Ward Westlin</b></p> <p>-\$317 in bottles - Devon Fest</p> <p>-\$1000 deposit from Devon Fest for volunteers</p>
10.	<p><b>Sponsorship Report- Ward Westlin</b></p> <p>-Jerseys ready for pick up at Evo.</p>
11.	<p><b>Coaching Report – Tara Davis (Spordle Update)</b></p> <p><b>**Baseball Alberta requires the registration of all coaches**</b></p> <p>→ You will have access to see what coaches will need for qualifications, background checks, etc.</p> <p>→ Coach requirements will be checked and approved in Spordle ID.</p> <p>→ Spordle, Baseball Canada and Baseball Alberta are currently working on a system to connect the NCCP Website to Spordle ID to sync data for all coaches and certifications.</p>
12.	<p><b>Umpire Report – Tara (Spordle Update)</b></p> <p>→ All Umpires will be required to register into Spordle ID under Baseball Alberta.</p> <p>→ If an Umpire registers for a clinic, they will then be considered registered for the 2024 season.</p> <p>→ Umpires clinics and registration will be made available on the Baseball Alberta Spordle Page.</p>



# Meeting Minutes

13.	<b>Equipment Report - Chris May</b> -New Jerseys ready for pick up -Need 3 quotes for pitching machine -Need more shelving for sea-can storage -Need to finish framing the sea-can		
14.	<b>Town Information – Ward Westlin</b> -Need to get back our key from Shaun, he needs the key Chris has.		
15.	<b>Edmonton Rural &amp; Recreational Baseball League (ERRBL)</b> -No Update		
16.	<b>County Union Baseball all (CUB)</b> -No Update		
17.	<b>Leduc League</b> -No Update		
18.	<b>New Business</b>		
	<ul style="list-style-type: none"> <li>- Plan AGM for first week of April</li> <li>- Kristine Mann, Would like to take on the treasurer Position</li> </ul>		
19.	<b>Old Business</b>		
<b>ITEM</b>	<b>ACTION ITEMS</b>	<b>ACTION BY</b>	<b>DUE DATE mm/dd/yyyy</b>
1	Pitching machine quotes	Sherry	
2	Complete Spordle set up	Tara	01/01/2024
	<b>Close Meeting:</b>		
	Meeting Closed at: <b>7:50pm</b> . Next Meeting: <b>Wed. Dec. 13, 2023 at 7:00pm</b>		

<b>Supplementary Information</b>
<p><b>Grant Information:</b> Requirements to Incorporate as a Not for Profit with the Government of Canada: <a href="https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs04970.html">https://www.ic.gc.ca/eic/site/cd-dgc.nsf/eng/cs04970.html</a></p> <p><a href="#">Alberta Community Facility Enhancement Program (CFEP)</a> 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 <a href="#">CFEP Guidelines</a>)</p> <p><a href="#">Baseball Alberta Facility Grant Program</a></p>



## Meeting Minutes

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