

ESSPA  
2021 & 2022 Board of Directors Transition Meeting  
**Agenda**

Date: November 9, 2021

Start Time: 7:00pm

Location: Akinsdale Clubhouse, 36 Alpine Blvd, St. Albert

1. Call to order.
2. Approve minutes from ~~September~~ October 12 meeting
3. Welcome new Board Members
4. Thank you to those "retiring"
5. Transition of Board Members and prepare for new season. Set deadline dates.
  - Brenda
    - take computer home and look at what is there- recommendations for what to save or print
    - is the computer still in working order and worth keeping?
    - Email set up for Board members.
  - M.E.
    - AGM minutes with new board members
    - Bylaw revisions sent to Societies. Ensure they also have our new address.
    - Check with Bert to ensure we have changed our address and/or subscribed to online for all utilities, banking, global payments, etc.- Paperless if possible.
    - Secretary computer has expired programs- can we use Google docs and get some sort of cloud storage?
  - Bert, Brent, Bill and Larry meet with Bank to switch over signing authority.
  - Karen - send out follow up email to all of the ladies introducing herself and generating interest.
  - Danny - research prices for various uniform options discussed at AGM so we can send email to decide on which option and logo so they can be ordered. Kerri can assist with sourcing.
  - Larry and Bert - can we have a uniform deposit if we opt for the league to purchase uniforms?
  - Division Coordinators
    - need to work on schedules- use 2019, assume "regular" season
      - take in to account OUTDOOR evaluations
      - 2 new divisions
      - play off schedules
      - weather cancellations
      - Also Div 3 having 7 maybe 8 teams?
    - Set the schedule so Lorne can make the requests
    - Also, Code of Conduct, Rules, Sub Policy, Evaluations
    - Also, existing players- can they sign up to play where they like as we discussed this year?

- Lorne- get requests ready for City, share with ESSC
- Inventory the kitchen
- Filing
- Re-code the batting cage, garage and mtg room.
- When is the registration deadline?
- When is insurance policy up? Research for a new policy.
- Who is the new Casino chair and what needs to be done by when for the next casino?
- Who is the 5th member of executive
- If we are running a concession on a regular basis do we have the permits set up? When does this have to be done?
- Are we hiring a full or part time person to replace Rick?
- 6. Other items
  - One police report for old garage. Has 2nd report been filed for other garage?
  - All Councillors and the Mayor have been sent the letter requesting help with our issues.
  - Moving forward: Planning mtg - 1 yr, 3 yr, 5 yr.
  - Once planning is done executive needs to have a budget mtg.
  - What are we doing for the Don Hussey Memorial?
  - Next meeting date? Suggest planning meeting for a Sat or Sunday.