



Meeting Agenda

Annual General Meeting of
Date and time
Location

Millet Minor Baseball
February 3, 2025 7:30pm
Millet Agriplex

In Attendance: see sign in sheet

1. **Call to Order:** 7:32pm
2. **Review of Previous Annual General Meeting Minutes:** Tyson motions to approve, Melanie 2nds, all approve
3. **President's Report:** vacant
4. **Vice President's Report:** As Vice President of Millet Minor Baseball, I wanted to take some time to reflect on the 2024 season and share some of the highlights. This year was all about working together as a team to create an incredible baseball experience for the kids and our community.

One of the biggest milestones this year was the start of our U18 team. This was a major step forward for the association, and I'm so proud of how everyone on the board came together to make sure it was a success. From ordering new gear and uniforms to navigating league registrations and working out schedules, there was a lot of work behind the scenes. Thanks to everyone's efforts, we were able to provide a great experience for the players, and it's exciting to see this age group taking the field.

Tournaments were another big focus this year. We hosted the Rally Cap Grandslamboree and our annual Showdown, and both were a huge success. A lot of credit goes to the volunteers, parents, and board members who put in the hard work to pull these events off. We made improvements to the concession operations this year—simplifying menus, prepping in advance, and streamlining equipment—which helped everything run more smoothly and brought in revenue despite the occasional hiccup like the rainy weather at the Showdown.

Volunteers were key to everything we accomplished this year, and I can't thank them enough. We worked to make it easier for people to pitch in by creating committees and better tracking tasks. It was also important to show our appreciation, and things like covering board members' and coaches' tickets for the River Hawks game were a small way to say thank you.

Sponsorships played a big role in supporting the season. We created and updated our sponsorship packages, including options like "Player of the Week," and worked hard to bring in support from businesses in the community. Their contributions made a real difference and helped us cover costs for key initiatives.

On the financial side, it's important to acknowledge that the association did lose money this year. A few factors contributed to this. Weather was a significant challenge, especially during our Showdown tournament, which led to lower attendance and fewer concession sales than we anticipated. Additionally, the cost of starting the new U18 team which included costs for equipment, and tournament expenses impacted our bottom line. While we worked hard to offset



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these challenges through sponsorships and fundraising, it wasn't quite enough to cover the increased costs. Despite this, the board is actively looking at ways to tighten budgeting and improve financial strategies for next season to ensure we can continue to offer a great experience for our players while maintaining financial stability.

On the operations side, we made sure all age groups had the hats, jerseys, and coach shirts they needed, and we even looked into ways to improve equipment for both concessions and the teams.

We were also involved in some great community events this year. We ran the pancake breakfast at the Harvest Fair, which turned out to be a big hit, and we joined forces with hockey and soccer to create an amazing Millet Minor Sports float for the parade. These events showcased what makes our community so special and gave us all a chance to come together.

Finally, I want to touch on the Alumni Game. This was something we worked hard to organize, from reaching out to past players to adjusting fees and creating a plan for the event. Unfortunately, we just didn't get the response we needed to make it happen this year. While it was disappointing, it was still a valuable experience, and it's something we can revisit in the future with the lessons we've learned.

Overall, it's been a great season filled with memorable moments. Sure, there were a few challenges, but I think we can all be proud of what we accomplished together. It's been an honour to work with such an amazing board and community, and I can't wait to see what we'll achieve next year.

Thank you to everyone for your support this season!

5. **Treasurer's Report:** In account \$14,497.73

This year we spent \$43,581.39 and our income for the year was \$36,328.94 which means we were at a loss of \$7,252.45 this past year.

Our concession made \$9,477.40 this year and we received \$2,200 in donations. This years bottle drive made \$3,330.78.

The Riverhawks was at a loss again this year of \$156.00

We spent \$5,455.10 on new equipment but also started a successful u-18 league.

We spent \$6150.89 at Black & Whyte Screenprinting, for merch and hats. I'm hoping this year to find a more affordable hat.

Looking forward to another season.

6. **Registrar Report:** We successfully implemented Spordle, our new online registration system for the 2024 season. This system has greatly improved our ability to track and manage registrations.

We had a great turnout this season with a total of 90 registered players across the following divisions:



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- Rally cap - 2 teams, 22 players
- U9 - 2 teams, 20 players
- U11 - 1 team, 14 players
- U13 - 1 team, 12 players
- U15 - 1 team, 11 players
- U18 - 1 team, 11 players (new team)

Overall the 2024 season was a great success and we look forward to building on the momentum in the upcoming season.

7. **Coach and Player Development Coordinator's Report:** Good evening.

My name is Tyson Carr.

I was the active position as coach and player development coordinator for the 2024 ball season. We had a great turnout for the season and the coaches I got to work with were great and allowed me to sail through this season with little to no complications. Thanks to all coaches who participated in 2024.

I also wanna give a shout out to Kris at Coaches Source For Sports. I dealt with him on a lot of new and improved training aids for our players for all age groups. He also was a big help in getting me new gear for our reclaimed u18 team this year. If I return to this position I look forward to working with Coaches again!

Millet has not had a u18 team for many years due to the newer standards set in place by Baseball Alberta. Our diamonds were just a little too small to house a U18 team. I reached out to Baseball Alberta and suggested to them that they allow us to run a U18 team on our biggest Diamond (Diamond 1). I explained to him that we are only a community "A" team baseball club and most of our players just wanna be able to continue playing ball in their home association instead of having to travel to another town or try out for trips or dubs. They gave us the go ahead on this which was a huge achievement for the association. With the help of the board we were able to wrangle a sponsor to purchase all new jersey's and get a big equipment bag for the new team put together. Thanks to all that participated in making this happen.

Another achievement of the year is that we hosted playoffs for our U15 and U18 teams. Baseball Alberta was scrambling at the end of season in finding "hosting towns" for playoffs. Our teams were on the verge of being unable to even play in a playoff weekend so we made a fast decision to pull the trigger and accommodate baseball Alberta in having a playoff weekend in Millet. It actually turned out to be very successful. With the help of parents from our home teams we were able to run the weekend flawlessly. I highly recommend we put our name in right away for a hosting town and fill all 3 diamonds this year.

This pretty much sums up my year as a member of the board. Again just wanna give a shout out to all coaches and players who made the season very successful. Any questions or concerns please don't hesitate to ask.

Thanks.



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8. **Equipment Coordinator's Report:** To the new equipment coordinator I would like to get together and go through the inventory list together.
We lost about 9 jerseys this year.
Also willing to help the new equipment coordinator with any further questions on where to order stock from and who to talk to.
Would also like to add our new volunteer sign up will be done digitally. It is fast and efficient, no more waiting in lines for hours. In order for parents to pick up their jerseys they will have to sign up online beforehand.
9. **Concession Coordinator's Report:** The 2024 season saw significant improvements in the operation, efficiency, and profitability of the concession. Despite challenges such as weather disruptions and volunteer shortages, we achieved higher sales per transaction, expanded our menu offerings, and streamlined inventory management.

The focus this season was on:

- ✓ Improving sales efficiency and reducing waste
- ✓ Strengthening volunteer coordination
- ✓ Implementing pre-event preparation strategies
- ✓ Enhancing food storage and safety compliance

Concession Operations Summary

Pre-Season Preparation

- ✓ Deep Clean & Health Inspection Completed

April 3rd: Full deep clean of the concession before the season started.

April 4th: Passed health inspection, only requiring a cistern water test.

- ✓ Equipment & Inventory Setup

Adjusted menu based on previous sales data.

Borrowed and purchased additional crockpots for food warming.

Established inventory tracking to minimize food waste.

- ✓ Volunteer Management

Square Appointments system used to schedule volunteers.

Email reminders sent to ensure attendance.

Concession Sales Performance

- 📌 Total Revenue from Concessions:

Rally Cap Tournament: \$1,335.50 (↑ \$233 increase from last year)

Showdown Tournament: Lower than expected due to bad weather but still profitable

- 📌 Best-Selling Items (Rally Cap & Showdown Combined):

Hot Dogs: 195 sold (↑ from last year)



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Poutine: 133 sold (↓ due to weather)
Burgers: 104 sold
Taco in a Bag: 68 sold (↑ from last year)
Gatorade: 96 sold
Fries: 111 sold
Pop: 157 sold

Profitability & Pricing Adjustments:

Higher average order value: \$11.35 per transaction (↑ from \$9.46 last year)
More efficient menu resulted in fewer leftover items and better profit margins.

Challenges & Areas for Improvement

1. Volunteer No-Shows

2 of 4 volunteers did not show up for Rally Cap Tournament.

Solution: Improve pre-event communication and consider requiring volunteer deposits to ensure commitment.

2. Weather Impact on Showdown Sales, cold weather reduced traffic, leading to lower sales.

Solution: Adjust inventory based on forecast trends and consider a limited indoor service option in case of rain.

3. Equipment & Facility Challenges

Fryer malfunction led to delays in service (saved by a volunteer loaning equipment).

Small cistern water tank required multiple refills, making cleanup inefficient.

Solution: Consider purchasing a larger water cistern or connecting to town water supply.

Recommendations for 2025:

- ✓ Implement a mandatory pre-tournament volunteer shift to prep food ahead of time.
- ✓ Invest in an additional fryer to prevent breakdown-related delays.
- ✓ Explore sponsorships to help fund a larger water cistern or town water hookup.
- ✓ Advertise to soccer tournament attendees (via a sign near the bridge) to increase sales.
- ✓ Offer 1-2 board members Food Handler Certification to reduce dependency on a single concession lead.

Revenue Increased Per Order: Despite bad weather, higher transaction values helped maintain profitability.

Future Investment Needs:

- Equipment (fryer, warming containers, larger cistern)
- Better signage & marketing strategies to expand sales beyond baseball events.

The 2024 season was a success despite challenges. The concession remains a strong revenue source for Millet Minor Baseball, and with better equipment, improved volunteer coordination, and smarter inventory management, next season could be even more profitable and efficient.



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10. **Tournament Coordinator's Report:** no report

11. **Field & Maintenance Coordinator's Report:** vacant

12. **Public Relations Coordinator:** Social Media Stats:

- Instagram: 116 followers

- Facebook: 306 followers

Sponsorships:

- Sponsorships were down compared to last season.

- 2024 Season Sponsors:

- HKS Security – Sponsored U18 team

- Lions Club - Tournament Sponsor

- Titan - Tournament Sponsor

- Millet Scissors (POW)

- Millet Dental (POW)

- Hair by Mel (POWx2)

- Black and Whyte Screen Printing (POW)

- Kevin Doyle (POW)

- Fas Gas (POW)

- Beef'd (POW)

Recommendation for Next Season:

- For Player of the Week nominations, I recommend designating a parent from each team (through the coach) to be responsible for taking photos and sending them to the PR person. This will help improve advertising and better promote our sponsors.

We used Lil Buckaroo to set up an online swag shop and it was quite successful.

13. **Umpire Coordinator:** We had 5 consistent umps from Millet for the season, but had to call from Leduc quite a bit, mostly for tournaments as our umps were also players. Paid the umps every 1-2 weeks by etransfer rather than monthly.



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14. Other Items:

- **Elections of Executive**

- President- To be signing authority on account [REDACTED]. To also have signing authority on the associations post office box. Kirk Handbury nominates Jeff Coates, Catherine Chalmers seconds, Jeff Coates accepts and is elected President.
- Vice President- Thomas Dudley has stepped down leaving a one year term. Jeff Coates nominates Kirk Handbury, Catherine Chalmers seconds, Kirk accepts and is elected Vice President for a one year term.
- Secretary-To be signing authority on account [REDACTED]. To also have signing authority on the associations post office box. Jeff Coates nominates Catherine Chalmers, Tenille Coates seconds, Catherine accepts and is elected Secretary.
- Treasurer-To be signing authority on account [REDACTED]. To also be the key holder and have signing authority on the associations post office box. Melanie Meade remains in this position.
- Registrar- Melanie Meade nominates Jillisa Fisher, Tyson Carr seconds, Jillisa accepts and is elected Registrar.
- Coach Coordinator/Player Development- Jeff Coates nominates Tyson Carr, Lindsey Starky seconds, Tyson accepts and is elected Coach Coordinator/Player Development Coordinator.
- Equipment Coordinator- Kim Grekul nominates Adam Sawaryn, Catherine Chalmers seconds, Adam accepts and is elected Equipment Coordinator.
- Concession Coordinator- Catherine Chalmers nominates Sandi Barnett, Tyson Carr seconds, Sandi accepts and is elected Concession Coordinator.
- Tournament Coordinator- Annali Bennett nominates Thomas Dudley, Lindsey Starky seconds, Thomas accepts and is nominated Tournament Coordinator.
- Umpire Coordinator- Kim Grekul nominates Angela Handbury, Samantha Carr seconds, Angela accepts and is elected Umpire Coordinator.
- Field & Maintenance Coordinator- Catherine Chalmers nominates Eddie Tost, Kim Grekul seconds, Eddie accepts and is elected Field & Maintenance Coordinator.



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- Public Relations Coordinator- Catherine Chalmers nominates Kim Grekul, Angela Handbury seconds, Kim accepts and is elected Public Relations Coordinator.

Next Meeting: TBD

Meeting Adjourned: 8:09pm