



**Softball BC Board of Directors  
Meeting Minutes  
February 10, 2024  
Via Zoom**

**IN ATTENDANCE:**

Lisa Parkes, President  
Kevin Langley, Vice President  
Rachel Charles, Vice President, Finance  
Chad Bryden, Director - Coaching  
Lavaughn Larson, Director - Minor  
Al Groff, Director - Men's and Women's  
Scott Wheatley, Director at Large  
Jason Ranchoux, Director – Provincial  
Umpire in Chief  
Rick Benson, Executive Director

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Lisa Parkes called the meeting to order at 11:00 AM

Motion to accept the agenda as amended (Charles/Larson) **Carried**

Motion to accept minutes from December 9<sup>th</sup>, 2023, meeting (Ranchoux/Wheatley) **CARRIED**

Motion to accept minutes from December 27<sup>th</sup> meeting (Ranchoux/Larson) **CARRIED**

Business arising from those minutes (December 9)

- Insurance claim history was shared with Directors.
- President Award recipient was announced Tracey Oye
- A Canada Futures presentation was requested and is on today's agenda.

Business arising from those minutes (Dec. 27)

- New playing rules and SORs to be communicated to membership. This is in process and will be shared by February 29<sup>th</sup>.
- Guidelines for season play is included in the Operational plans and will be communicated to the new ED.

Correspondence

- Softball Canada confirmed BC will be host for the 2025 Men's and Women's Slo Pitch Canadian championships. To be held at Softball City.

**Board Business**

- Minor Advisory Council
  - a) Minor Coordinators are completing Commit to Kids training provided courtesy of ViaSport
  - b) There are some championship dates still open, but the Director is working diligently to fill those events.
  - c) The council had feedback on an amended SOR, 8.1.1.2, feeling the intent may have been changed with amendments made by the Board. After discussion, the Board felt the intent was maintained and asked the council to provide more detail.



- d) Director reported the MDF committee has been very active and creating new ideas to utilize the fund.
- Men's & Women's Advisory Council
    - a) Nothing to report from Men's and Women's Advisory Council
  - Slo-Pitch Advisory Council
    - a) Slo-pitch provincial host has been confirmed as Softball City. There was discussion around availability of umpires and costs associated with travel for officials. Ranchoux and Groff to review for financial responsibility.
  - Umpire Advisory Council
    - a) Advised a leadership meeting had been held the previous weekend with great success.
    - b) The council has requested a survey of officiating fees from around the province to see if we can find a standard fee or a guide for fees which are common around the province.
  - Governance Committee

Parkes provided an update on the work being done by this committee. On behalf of the group, she asked the Board if they approved continuing work on governance models to bring to the Board for consideration. After discussion, the Board agreed this was valuable and there was interest in seeing other models.
  - ED Recruitment

Parkes provided an update to the Board on the work the ED selection committee has been doing. We anticipate having a final candidate to recommend before the end of the month.
  - Financial Report

Charles presented the financial report for December 2023. Reported we have reached into our LOC primarily due to repayment of CEBA loan. Staff provide monthly cash flow projections and managing expenses.
  - Operations Report

Benson provided updates on HR and the contract replacement for Haili Pettifer, who will be leaving on maternity leave in March.

RAMP "Town Hall" meeting was discussed and the recommendation from feedback received was to slow down and do extensive research into challenges and barriers to a provincial registration database, as well as options available. Insurance updates were provided, along with claims history distributed to Board members. Discussions took place on risk management, injury reporting and procedure and education with membership on safety around softball activities.
  - SPN PRESENTATION

Representatives from SPN BC and Slo Pitch Ontario joined the meeting to discuss the possibility of a merger between the two organizations. Tom Buchan from Slo Pitch Ontario provided insight and the process they followed when merging their organization, both with Softball Ontario and SPN Ontario. SPN representatives answered questions and provided a overview of what the merger might look like. They were thanked for taking the time to present to the Board a commitment to continue to share information to see if a merger could be accomplished.
  - Western Canadian Championships

Parkes reported on the WCSA AGM, including asking the Board if they approved, in principle, Yukon Territory adding 3-5 overage U15 girls in order to send a team to Westerns. The Board endorsed the idea and welcomed Yukon to



form a team for Westerns.

- New Association

- a) Campbell River applied to be approved as a member of Softball BC

- Motion: To approve Campbell River Minor Softball as a recognized association (Charles/Larson) **CARRIED**

- b) Salmon Arm applied to be approved as a member of Softball BC

- Motion: To approve Salmon Arm Minor Softball as a recognized association (Larson/Charles) **CARRIED**

- Expense Policy Review

Benson proposed changes to the current expense policy, specifically regarding mileage allowance and per diems. A discussion took place and the decision was made to table the discussion until the next meeting to receive additional information.

Motion: To table the discussion on expense policy (Charles/Langley) **CARRIED**

**Action Item:** Staff to report back on current CRA policies and rates for mileage and review wording for payment of per diem.

- Canada Futures Presentation

Lindsay Brown appeared as a guest to present to the Board on Canada Futures program. A full presentation as provided, and the Board had an opportunity to ask questions. Parkes thanked Lindsay for her time and presentation. The Board will discuss the opportunities presented and have a response sent to Canada Futures.

- U11 Championships

- a) Larson proposed a new structure for U11 C Celebration events. The proposal is designed to improve the experience for the participants, while managing the financial responsibility. The proposal includes a hosting grant and recognition for those taking part in the event.

- Motion: to amend SOR 8.9.4.8 to remove the words "T-shirts" and change the words "Dog Tags to medals" (Larson/Ranchoux) **CARRIED**

- b) A recommendation was made to the Board to develop a U11 rep championship for 2025.

- Action Item:** Create a model for U11 Rep championships for Board consideration.

- District Boundary Review

Larson brought forward a discussion on Districts and Boundary reviews which had been proposed during the 2023 AGM. The Board agreed to move this to the Governance Committee for their input. A sub-committee is recommended to take this task on. Members of the Board expressed interest in sitting on this committee as well.

**Action Item:** At the next Governance Committee meeting, propose a sub-committee be formed, and terms of reference be established to do work on district reviews.

- Dormant Association

A review of our processes and policies for associations who do not register members for one year or longer and then wish to be recognized as a member in good standing has been requested. After discussion, the Board recommended this be sent to the Governance Committee for their input and recommendations.

**Action Item:** Request Governance Committee take on a review of approving member associations to provide recommendations to the Board.



- 2024 Member Fees

a) Those clubs who register a boys' team have received a 5% discount on total team fees over the past two years. The Board brought this forward for review to determine if it has been positive and resulted in more boys registering and new teams being formed. The results were that boy's membership changed at a similar rate to girls, the associations who were claiming the discount were the same associations each year and those associations who were not committed to boys development registered a team in U7 or U9 category only.

Motion: To do away with the discount for clubs registering a boys' team in any category (Charles/Ranchoux)

**CARRIED**

b) Fees for adult teams were discussed. Parkes reported after consultation, there had not been a response from the adult teams to suggested models for fees. The Board agreed to table this discussion until a report could be provided on the consensus from the adult teams to a flat team fee.

Motion: To table discussions until a report of the results from adult teams was made available. (Charles/Langley)

**CARRIED**

- In Camera

Moved to go in camera.

Moved to come out of In Camera

- Adjourn

Motion to adjourn (Charles/Groff) CARRIED

Meeting adjourned at 4:30 PM

Next Meeting TBD



**Action item:** Publish and distribute new Softball Canada playing rules, Softball BC SOR changes and list of Coach recommendations, including protocol for picking up players.

**Action item:** Guidelines for playing season rules, review SORs to provide recommendations to Board for a regular season "Guidelines" document to incorporate rules and processes for teams to follow during the season

- Motion to adjourn (Charles/Langley) **CARRIED**  
**Adjourned at 1:20 PM**