



**Softball BC Board of Directors
Meeting Minutes
April 20, 2024
Coast Tsawwassen Inn**

IN ATTENDANCE:

Lisa Parkes, President
Kevin Langley, Vice President
Rachel Charles, Vice President, Finance
Lavaughn Larson, Director, Minor
Jason Ranchoux, Director, Provincial
Umpire in Chief
Al Groff, Director, Men's and Women's
Scott Wheatley, Director at Large
Diane St-Denis, Executive Director
Rick Benson, Operations Manager
Alana Thomas, Administrative Manager
Regrets
Chad Bryden, Director, Coaching

Lisa Parkes called the meeting to order at 9:00 AM
Land acknowledgment and opening remarks.

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

Motion to accept minutes from March 28, 2024, meeting (Langley/Ranchoux) **CARRIED**

Business arising from those minutes.

- SPN merger committee terms of reference (TOR) were presented. Recommended the following edit "...forward with the merger, of the committee is no longer required, at which time ..."

Motion to accept the terms of reference as presented (Langley/Wheatley) **CARRIED**

Correspondence

- No correspondence

Board Business

- Minor Advisory Council
Report was accepted as presented.
- Umpire Advisory Council
 - a) Clinics are nearly all completed. A few remaining in rural communities
 - b) Registration numbers through RAMP are at 611 with more than half identifying as female.
 - c) "Yellow card" program is underway and working well. To date, there have been four (4) yellow card warnings. J. Ranchoux explained the process to the board. When the warning is issued in a game with both competitors from the same district, the District UIC and Coordinator are notified. If the competitors are from different districts,



the home association of the offending team is also notified of the warning.

d) Report accepted as presented verbally.

- Men's & Women's Advisory Council

- a) A. Groff advised all women's categories for Provincials have been set and teams are being advised of the dates and location.
- b) Men's Provincials are not yet set, still being considered.
- c) Slo-pitch provincials are May 31 – June 2 at Softball City. Teams have until May 10 to register.
- d) Report accepted as presented verbally.

- Governance Committee

- a) Have been active with various projects, including governance model for Softball BC Board of Directors, recommendations for association compliance and approval as well as District review.
- b) The sub-committee for district review met their progress was reported by K. Langley. The committee will be consulting with the Men's & Women's community as well as the Umpire community for feedback on what the organization could look like under a re-organization. Following these groups, the committee will meet with members of the minor fastpitch community for their feedback. Once these have been collected, the committee will compile all the information and present a high-level vision of member representation to the governance committee for input and direction.
- c) Potential models for review and approval of new and existing associations will take place at the next meeting of this committee.

- Financial Report

R. Charles presented the financial report to the end of March 2024.

- a) Financial indicators are very good based on budget. Primarily due to keeping expenses under tight control.
- b) A discussion took place around our central registration database and how it could be used more effectively to assist in managing cash flow and risk management.

- **Action item** – Staff to provide a report showing how the current registration process affects cash flow.
- **Action item** – Staff to provide a report showing the timeline for implementation of a common registration database. The board asked staff to include consideration of incorporating waivers and criminal record checks (CRC) into the registration process and timeline.
- **Action item** – Staff to report on the possibility of record checking for age verification, pick-up player confirmation and coach certification was also discussed as potential time saving measures through a central registration database.

Motion: to accept financial report as presented (Langley/Groff) **CARRIED**

- Operations Report

Benson provided updates on the written report. Planning for championships is on target, resources and materials are in place or on order. Coaching clinics are wrapping up and we are preparing for evaluations as well as refining the system for coach exemptions.

- Registration Report

Thomas reported to the board on her role as Administrative Manager, specifically on club registration with Softball BC and insurance inquiries. RAMP has provided several online tutorials for registrars and coordinators to assist in the process. Insurance inquiries are frequent as teams and clubs work through the current guidelines and processes for travel and tournament play within the province. Noted that Hope has started up an association with 5–8-year-olds



and the support provided to them as they got play going.

Operations and registration report were accepted as presented verbally and written.

- A presentation was made by the Canadian Amateur Sport Society's Greg Timm, outlining events and activities planned for 2024 as well as plans for a High Performance Centre to be built at Softball City.
 - Carla Reid, Roberto Lopez Peron, and Jackie Dugger were in attendance representing the CASS.
 - The board was made aware of plans for Canada Cup, the 2024 ISC championship and highlights of a program called Super Kids, designed for new Canadians to introduce them to softball.
 - L. Parkes thanked the delegation on behalf of the Board and asked that the presentation be accepted as information.
- New Business
 - 4.02 – Softball Canada has asked each PTSO to provide input into preliminary planning of the new strategic plan being developed for Softball Canada. The Board had a strong discussion around priorities and pillars for strategic objectives for Softball Canada. The recommendations from the Board were recorded and will be included in the report sent to the consultant for Softball Canada.

4.06 – Staff provided a report on the current definitions of injury and liability coverage provided by our underwriter, Markel. The report included coverage for teams and umpires within and outside the province, as well as when non-Softball BC teams participate in tournaments/activities hosted by members. Recommendations included a revision to Article 6 - Travel Permit and clarification of Article 17 to clarify and strengthen the purpose of sanctioning events. It was also recommended that the board consider including exhibition games in the SORs, and members attending an activity hosted by a member not in good standing.

Motion: To accept the report as information and direct staff to bring back recommendations for wording of insurance coverage and proposed edits to Articles 6 and 17. (Larson/Groff) **CARRIED**

Action item: - staff to prepare recommended changes to Articles 6 and 17 of the 2024 SORs

4.04 – Budget review. Staff are not prepared at this time to provide a review of the proposed fiscal 2025 budget. The goal is to have it ready for the end of May after consultation with directors and staff.

Motion: - To table the budget review for the meeting called for this purpose. (Charles/Ranchoux) **CARRIED**

4.05 – The board was advised of a one-time contribution from the provincial government. The contribution had been announced by ViaSport earlier this month. The amount has not yet been announced, staff recommended the funds be used to pay off the remaining amount on the line of credit and use the remainder for partial payment of the annual insurance policy. Further recommend creating terms of reference (TOR) for establishing a contingency account for surplus funds.

Motion: To accept the report as information (Wheatley/Charles) **CARRIED**

Action item: Staff to prepare terms of reference for contingency account.

4.03 – The recommendations from the Governance committee on a proposed new model for election of and responsibilities of the directors was presented. Discussion took place around the model and timing of proposing these changes if approved. Suggestions were made on some areas of concern and possible timelines. Generally, the directors were supportive of the concept. Suggestions included a position for the past president and if the president should be elected to that role or determined by the board after an AGM. Larson spoke against the concept, that the current model is efficient and includes operational oversight by the directors elected for specific responsibilities.

Motion: - The Governance committee is requested to continue working on this model of governance by filling in more detail on elections, terms of office, responsibilities, and changes to the by-laws.



Amended: Include a position for past president with a term of one year when this position is vacant.
(Ranchoux/Langley) 6 in favour/ 1 opposed (Larson) **CARRIED**

4.07 In Camera – no in-camera session

4.08 – Roundtable

- metal cleats worn by players in the U17 age category was identified as a potential safety issue. **Action item:** staff are directed to poll other PTSOs to see what their age restrictions are for metal cleats.
- a discussion took place on how we can engage more with the Canada Cup event to promote softball throughout the province.
- discussion on format and agenda for the upcoming AGM. **Action item:** Staff will work on some options and bring these back to a future meeting.

4.09 Motion: to adjourn the meeting (Charles/Wheatley) **CARRIED**

ADJOURNED AT 3:15 pm