



**Softball BC Board of Directors
Meeting Minutes
January 21-22, 2022
Video Conference**

IN ATTENDANCE:

Graeme Duncan, President
Lisa Parkes, Vice President
Rachel Charles, Vice President, Finance
Scott Wheatley, Director at Large
Joni Frei, Director, Coaching
Lavaughn Larson, Director, Minor
Susan Strafford, Director, Provincial Umpire in Chief
Terri Boizard, Director, Men's & Women's
Barry Petrachenko, Executive Director

Meeting called to order at 6:09pm on Friday January 21, 2022

Graeme Duncan welcomed the Board and thanked everyone for their attendance.

Motion to accept the agenda (Wheatley/Strafford) **Carried**

Motion to approve the minutes of the December 2021 Board of Directors meeting (Charles/Parkes) **Carried**

Business Arising from the Minutes of the December 2021 Board of Directors Meeting

- The Board reviewed the draft Terms of Reference for the proposed Championships Review Committee, made revisions to the due dates for the report of the Committee and made suggestions for potential committee members.
 - **Motion** to approve the revised Terms of Reference for the Championships Review Committee (Larson/Boizard) **Carried**
- Terri Boizard outlined plans to invite Men's Fastpitch influencers to the February meetings. Discussion ensued and the consensus of the Board was that they see value in this sort of effort to raise awareness and promote interaction.
- Lavaughn Larson reviewed input from the Long-Term Development Committee and Minor Advisory Council relative to the proposed U11 Celebration of Softball Event. The consensus of the two groups was to support a fun-based event that creates interest for players. It was agreed that further work is required to develop guidelines setting out how this event is to be delivered by the hosts to create the correct atmosphere.
 - **ACTION:** Lavaughn will review the concept at the MAC meeting later this month for report back to the February Board meeting
- Rachel Charles and Barry Petrachenko updated the Board on the procedures currently in place for addressing past due accounts. Discussion ensued regarding whether teams should be allowed to participate in provincial championships if they have unpaid accounts with Softball BC.
 - **Motion** that all Softball BC accounts be due upon receipt of invoice, and aged at 15 and 30 days (Strafford/Charles) **Carried**



- Joni Frei updated the Board on the current status and developments with respect to MCD online content.
- Barry Petrachenko noted that an updated Board Policy Manual was distributed, containing all adjustments discussed at the December 2021 meeting of the Board.
- Graeme Duncan provided an update on the development of an Investigations Workgroup for implementation in the coming season.
- An email poll vote regarding 2022 Minor Provincial Championship Host Site recommendations was read into the minutes
 - **Motion** that the following Minor Provincial Championship Host Site recommendations be approved: Region 4 U13C Regional – Enderby, U19C Provincials – Kelowna Minor, U17C Provincials – Kamloops (Charles/Larson) **Carried**

Board Policy Committee Reports

- Finance Committee - Rachel Charles: Rachel reviewed the financial materials included in the meeting package, noted her appreciation for the report provided in the meeting materials from Jennifer He, and reported that overall the finances are in a positive state.
 - **Motion** to receive the financial report (Frei/Parkes) **Carried**
- Governance Committee - Lisa Parkes: Lisa updated on discussions by the Handbook Committee and noted that a major rewrite of the Handbook will not be possible for this coming season, but the project will continue with small housekeeping and cosmetic adjustments to be made this season.
- Conduct Committee – Graeme Duncan: This report was covered under Business Arising from the Minutes.

The meeting was adjourned at 9:03pm (Strafford)

Graeme Duncan called the meeting back to order at 10:08am on Saturday, January 22, 2022

Operations Reports

- Management Committee – Graeme Duncan: Graeme provided an update on discussions by the committee regarding the structure of Softball BC and plans for the updating of the Strategic Plan.
- Office and Staff – Barry Petrachenko: Barry reported that Mike Smith has resigned his position as Technical Coordinator and that Mike's duties will be transitioned to existing staff, with plans to hire an administrative staff member once workloads and demands have been assessed.
- Provincial Championships – Boizard/Larson: Lavaughn and Terri reviewed the list of events for 2022 and sought requests from Board members to attend as Softball BC Reps. Prizing for Championship teams was reviewed, and the consensus of the Board was that they would prefer prizing to continue and be built into the budget development considerations. The Board supported the plan for Terri Boizard to attend Men's and Women's Events for promotional and networking purposes. Discussion ensued regarding the topic of Recreational Slo-Pitch Provincials.
- BC Summer Games
 - Barry Petrachenko updated on efforts to improve the coach selection process to ensure that all applications are addressed with appropriate levels of care and consistency.
 - Graeme Duncan updated on the Boys program, including the meetings of the Boys Fastpitch Workgroup and the need to formalize a Terms of Reference moving forward.



- **Motion** that a 5% discount be offered to the membership on team registration for any minor association registering a Boys team for the 2022 season (Boizard/Parkes) **Carried**
- Leadership Meetings – Petrachenko: Barry updated the Board on the realities that the extension of the Provincial Health Orders to February 16 will make it very difficult to host a Leadership Meeting in person. Discussion by the Board led to the determination that this type of meeting was not well suited to hosting via Video Conference, and as such that the meetings of the various Councils should continue but that the joint portions should be cancelled.
- Long Term Development Committee – Duncan: Graeme reviewed the schedules and reports developed by the Committee, commending the entire group for their input and efforts, and highlighting the work of Shannon Maion in developing the proposals. Feedback was provided by the Board, clarification was given on the plan to adopt the proposals as mandatory playing rules for the membership and the LTD Committee was directed to review the Board's input on the proposals.
- Indigenous LTAD Action Plan Committee – Frei: Joni updated on the recent meeting of the committee, noting that new members have been added and provided value to discussions immediately. The goal of the committee is to narrow their focus, as they have several topics on the table at present.
- Competition Review Committee – Wheatley: Scott outlined his plans for the topics to be covered by the committee
- Coach Development Committee – Frei: Joni updated that the committee has transformed into more of a conduit of information from Softball BC through the Association Coach Coordinators. Plans are being developed to create a method of all coaches registering directly with Softball BC annually, to improve communications and engagement.
- Advisory Councils:
 - Minor – Larson: Lavaughn provided an overview of her written report and updated on the most recent meeting of the council. Discussion took place regarding the role and expectations of Minor Coordinators.
 - Men's and Women's – Boizard: Terri provide a summary of activities and topics covered in her report, as well as her plans for the council's activities this season. The Western Canada Masters Championships will be held in Abbotsford.
 - Umpires – Strafford: Susan reported that the current council members have been very active and have been communicating quite well. They will meet virtually in February.
- Western Canada Softball Association – Duncan: Graeme updated that the WCSA AGM will be held virtually next weekend. The WCSA Handbook will be developed and updated during the meeting. The list of WCSA Championships was reviewed, and discussion took place on the financial and other support available to hosts of these events from Softball BC.
- Softball Canada – Petrachenko: Barry updated on the upcoming schedule of informational seminars planned by Softball Canada for the coming weeks

New Business

- Graeme Duncan noted concerns over unethical recruitment behaviours within the Softball BC membership and sought suggestions as to how these concerns can be addressed.
- Terri Boizard inquired as to the rules around dual rostering in Masters, and how it affects the billing of teams for insurance purposes. Terri suggested a switch in terminology from insurance fee to affiliation fee, and that an appropriate fee be determined for subsequent registrations.

The meeting was adjourned at 4:47pm (Strafford/Charles)



Championships Review Committee – Terms of Reference

Goals

- Review the current operating Rules and Policies relating to Minor Championships
- Investigate opportunities to enhance the participant experience at Minor Championships
- Develop recommendations for consideration by the Minor Advisory Council and Board of Directors

Membership

The following members are recommended for consideration by the Board of Directors:

- Chair – Appointed by the President of Softball BC
- Members – the following individuals are recommended to serve on the committee:
 - a. Paul Muirhead, District UIC (Langley/North Langley) or Kyle Dennedy, District UIC (SSWR)
 - b. Jeff Clegg, President – Langley Fastball
 - c. Dave Harris – SSWR Minor Softball
 - d. Sue Dawkins – Cloverdale Minor Softball
 - e. Sally Clayton – Ridge Meadows Minor Softball
 - f. Nelson Hughes – Kelowna Minor Fastball Society
 - g. Al Groff – Richmond Girls
 - h. Kevin Langley – Fleetwood Fastpitch
 - i. Scott Wheatley, Softball BC
 - j. Lavaughn Larson, Softball BC
 - k. Lesley Rowe, Softball BC

NOTE: Still open to suggestions for additional committee members to ensure appropriate input from all areas of the province.

Jurisdiction

This is an ad-hoc committee reporting to the board of directors. This committee is not empowered to make any final and binding decisions, but to provide guidance and recommendations to the board and any other committees as they see fit, for their consideration.

Resources and Budget

The committee will conduct meetings via video conference. Softball BC will provide staff advisory resources, to do transcribing, photocopying, and printing as required. Any committee costs will require prior approval by the Executive Director.

Privacy

All documents and minutes from meetings will be stored on the Softball BC secure server site. The minutes will be distributed to all members of the committee and shall be voted on at the next meeting. Once minutes are approved, they will be circulated to the Board of Directors via the Executive Director.



Championships Review Committee – Terms of Reference

Deliverables

The committee shall provide both the board of directors and when necessary, appropriate advisory councils with written recommendations for adjustments to special operating rules, policies and by-laws of the society as they see fit. Such recommendations will be presented either by the chair at a regular meeting of the Board of Directors of Softball BC, or to a meeting of an appropriate advisory council, prior to September 2022.

Term

The committee will disband upon delivery of their recommendations, but no later than September 1, 2022.