



**Softball BC Board of Directors  
Meeting Minutes  
February 18-19, 2022  
Coast Tsawwassen Inn, Tsawwassen, BC**

**IN ATTENDANCE:**

Graeme Duncan, President (Via Video)  
Lisa Parkes, Vice President (Via Video)  
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

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Meeting called to order at 6:03pm on Friday, February 18, 2022

Graeme Duncan welcomed the Board and explained that he is attending the meeting via video due to a family emergency.

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

**Motion** to approve the minutes of the January 2022 Board of Directors meeting (Charles/Larson) **Carried**

**Business Arising from the Minutes of the September 2021 Board of Directors Meeting**

- U11 Celebration of Softball: Lavaughn Larson reported on discussions at the Minor Advisory Council and provided background for the recommendation that resulted.
  - **Motion** That the U11 Celebration of Softball be held in the 2022 season within Districts that choose to participate (Larson/Charles)  
Discussion followed as to the financial ramifications to Softball BC regarding the event, and clarification was provided that it would be operated as a revenue neutral event in which medals will not be provided as prizes. The consensus of the Directors was that the event prizes should include a team prize for the winner, within the break-even budget.  
**Carried**
  - **Action:** Lavaughn Larson to organize a planning meeting of the Minor Coordinators to begin planning
- Grants: Barry Petrachenko noted that a summary of grants has been provided in the meeting materials as discussed at the January meeting.

**Board Policy Committees**

- Finance Committee: Rachel Charles reviewed the information provided in the meeting materials. A budget development meeting will be set with Susan, Lavaughn and Terri to ascertain registration predictions.
  - **Motion** to receive the report of the Finance Committee (Frei/Strafford) **Carried**



- Nominating Committee: Terri Boizard reported on positions that are up for election at the 2022 AGM, and the intent to take a proactive approach to identifying potential nominees. The Directors agreed that this discussion will tie into the review of Softball BC structure later in the agenda.
  - **Motion** to accept the report of the Nominating Committee (Charles/Larson) **Carried**
- Governance Committee (and Handbook Committee): Lisa Parkes provided an update on plans for the Governance Committee to carry out work based on the discussions by the Directors later in this meeting relative to structure, and provided an update with respect to the ongoing review of the Softball BC Handbook.
  - **Motion** to accept the report of the Governance Committee (Wheatley/Charles) **Carried**

### Operations

- Management Committee: Graeme Duncan updated that the committee has reviewed the structure review documents that have been shared with the Directors for discussion at this meeting and have also met with staff members to review the onboarding process in transition to the new Executive Director.
- Office and Staffing: Barry Petrachenko provided an update that the staff position vacated by the departure of Mike Smith will not be filled right away, while the duties of current staff are evaluated and adjusted to cover any pressing tasks. Pending this review, the vacant position may be reorganized to meet other demands or to meet any newly created needs brought on by possible structural adjustments to operations.
- Provincial Championships: Lavaughn Larson reviewed the Minor events that currently have vacancies with regard to Softball BC Reps. Terri Boizard reported that Men's and Women's event planning is in full swing and is proceeding well.
- Boy's Fast-Pitch Workgroup: Graeme Duncan reported that a meeting was held with the group but that he was unable to attend. Barry Petrachenko updated on the main discussion points and input from the meeting, which centered on:
  - suggestions for promotional opportunities (i.e. methods to utilize, target audience, obtaining content from existing players),
  - planning ancillary events around male tournaments, the fact that the Men's players are ready to support the efforts of Softball BC,
  - the suggestion that a plan be developed to increase the number of young players registered while also building a program that those players can grow into.
- Terri Boizard noted the suggestion from the group that the efforts of Hockey Canada in growing female hockey be studied to identify strategies that could be employed. Terri also noted that the group felt strongly that Softball BC should work to identify champions to lead the development of the Boy's game.
- Slo-Pitch Committee: Terri Boizard reviewed the report that was included in the meeting materials, highlighting recent efforts to identify a chairperson for the committee. The goal of the committee is to build a product offering that will appeal to players and teams across the province.
- Long Term Development Committee: Graeme Duncan updated on the finalization of the rules review, and that the committee will now begin work around the topic of parent and athlete education. The consensus of the Directors was that they are in support of this plan.



- Indigenous LTAD Action Plan Committee: Joni Frei reported on the agenda for a meeting scheduled for the following week and updated on an equipment outreach program that is pending receipt of grant funding. The goal of the program is to operate slo-pitch events for youth in various communities and to leave an equipment legacy in those host communities. The Directors supported the concept of the program under the goal of “Softball for Everyone”
- Championships and Competition Review Committees: Graeme Duncan and Scott Wheatley led a discussion seeking clarity as to how the proposed Championships Committee relates to or overlaps with the goals of the Competition Review Committee. Through this discussion it was agreed that the committee goals require regular review and refinement, and it was suggested that goals for committees should be set as narrowly as possible, along with a finite period of time being set out for committees to review topics and report back to the Board.
  - **Action:** Directors to review the Goals of the Competition Review Committee and bring forward a more refined set of goals for the committee moving forward. **Deadline: March meeting of the Board of Directors**
  - **Action:** The President will appoint a chair of the Championships Review Committee and bring forward a list of potential committee members for consideration by the board prior to or during the March meeting of the Board of Directors
- Coach Development Committee: Joni Frei suggested to the Directors that this committee has developed into more of a communications tool than a working committee and should be reviewed as part of any upcoming structure adjustments.
- Awards and Recognition Committee: Scott Wheatley reported on plans for the upcoming intake period for award nominations.
- Advisory Councils:
  - Minor: Lavaughn Larson reported on discussions at meetings of the council since the January Board meeting, and brought forward a number of recommendations.
    - Motion that Softball BC implement the recommended rules for the 2022 season for U9, U11 and U13C (Larson/Wheatley) Carried
    - **Motion** that Softball BC communicate to the membership outlining the recommendation and rationale of the LTD Committee to implement the rules at U13A and B in future years, allowing for education, feedback and advance warning of the adjustments (Larson/Strafford)
      - Motion to amend as follows: that Softball BC communicate to the membership outlining the recommendation and rationale of the LTD Committee to implement the rules at U13A and B in **the 2023 season** ~~future years~~, allowing for education, feedback and advance warning of the adjustments (Wheatley/Larson) **Amendment Carried**
    - **Motion Carried as amended**
    - **Motion** that Softball BC adjust the U11 run limit to four runs per inning (Larson/Strafford) **Carried**
    - **Action:** Further input of the Minor Advisory Council will be sought regarding what rules will be applied at the U11 Celebration of Softball
  - Men’s and Women’s: Terri Boizard reviewed her report outlining discussions at the most recent meeting of the council and noted the succession planning that is underway within the group.
  - Umpires: Susan Strafford reviewed the highlights of the report that was provided in the meeting materials.



- Western Canadian Softball Association: Graeme Duncan reported on the recent WCSA AGM and that the updated Handbook should be available very soon.
- Softball Canada: Barry Petrachenko provided an update from the most recent meeting of the Provinces/Territories staff.
  - **Action:** Barry Petrachenko to inquire as to the status of President/ED meetings that Softball Canada had been planning

Session adjourned at 10:20pm (Charles/Strafford)

Meeting called back to order at 9:04am on Saturday, March 19, 2022

### **Planning and Strategy**

- Review of Softball BC Structure: Graeme Duncan reported that the Management Committee had recently met with Barry Petrachenko to review suggestions for structural and governance adjustments within the organization. A report of possible adjustments was distributed and reviewed by the Directors. It was agreed that the proposed adjustments should be developed further and reviewed at the March meeting to develop an action plan for the Governance Committee for further refinement and the development of recommendations for implementation.
- Strategic Plan: Graeme Duncan reviewed topics that could serve as the focus of an updated plan.
  - Grassroots Program Development
  - Umpire Recruitment
  - Coach Development
  - Community Mindset and Accountabilities

It was agreed that:

- the Directors should begin the process of updating the organization's strategic plan in coordination of the efforts to develop a structure capable of achieving the goals of the organization.
- the plan must include attainable goals, and annual reporting against those goals should include the consideration of any reset necessary to the goals
- the plan should be streamlined with fewer, more measurable goals and anticipated outcomes
- the plan should include an effective reporting process built into operations
- the retention of umpires should be a major focus, built into a culture piece
- each Council and Committee will be tasked with identifying key strategies for inclusion in the plan

### **Other Business**

- Annual General Meeting: The date was set as October 22, 2022. Barry Petrachenko will seek options for locations to bring back to the Board of Directors for consideration. An alternate date of October 15 was set as a backup if locations prove to be unavailable on the original date.

**The meeting was adjourned at 1:37pm (Strafford/Charles)**