



## Board of Directors Meeting July 22, 2025



### Minutes

#### In Attendance

- Lisa Parkes, President
- Rachel Allan, Treasurer
- Terri Boizard, Director
- Lavaughn Larson, Director
- Kevin Langley, Director
- Scott Wheatley, Director
- Diane St-Denis, Executive Director

#### Regrets

- Baukje Edamura, Vice-President

#### 1. Call to Order

##### 1.01 Territorial Acknowledgement & Opening Remarks

L. Parkes called the meeting to order at 6:33 pm and provided a brief territorial acknowledgement.

##### 1.02 Approval of the agenda

**Moved by K. Langley, seconded by L. Larson, to approve the agenda with the addition under 3.04 a. Teams that declined LOI.**

**CARRIED UNANIMOUSLY**

##### 1.03 Approval of minutes

**Moved by R. Allan, seconded by L. Larson, to approve the minutes of June 17, 2025, with a correction to Appendix A - first line in the chart should read 151 days.**

**CARRIED UNANIMOUSLY**

**Moved by K. Langley, seconded by R. Allan, to approve the minutes of June 24, 2025.**

**CARRIED UNANIMOUSLY**

##### 1.04 Business Arising from the last meeting

###### a. Tri-City/Port Coquitlam Mediation

**Move by S. Wheatley, seconded by R. Allan, to go in camera.**

**CARRIED UNANIMOUSLY**

**Moved by L. Larson, seconded by R. Allan, to move out of camera.**

**CARRIED UNANIMOUSLY**

The Board directed L Parkes and K. Langley to meet with the Executive of the Titans to discuss the outcome of the in-camera discussion.

K. Langley recommended the Governance Committee review our by-laws to strengthen the language around the Board's ability to enforce better governance procedures within a member association or team in the best interest of Softball BC. D. St-Denis noted that one of the OEI recommendations was to redefine membership and, by extension, membership expectations and procedures for approving and removing members.

## 2. Board Business

### 2.01 Committee Updates

#### a. Finance & HR Committee

D. St-Denis reported that the audit should be completed by the first week of August. One of the outcomes of the new auditor's involvement has been the creation of an internal controls document.

##### i. Restricted Funds

D. St-Denis apologized for not having these completed.

#### b. Governance Committee

##### i. Liaison report

The committee should be meeting in August to review the work prepared by Sport Law.

##### ii. District Review Working Group

L. Parkes and K. Langley will prepare a report to bring back to the Board to discuss next steps.

#### c. Minor Advisory Council

##### i. Liaison report

D. St-Denis reported that the next meeting is on August 5th. Staff have compiled a list of the questions/concerns that have been brought forward over the last 3 months to engage the council in a discussion regarding the SORs. We have buy-in from most coordinators to take Article 8 and divide it into sections, such as registrations, pickups, U-11 regulations, U-13 regulations, etc., to make it easier for a coach to see all the rules that apply to their team. There is also buy-in for merging boys' and girls' rules.

#### d. Men's & Women's Advisory Council

##### i. Liaison report

The committee has not met since the last Board meeting.

#### e. Umpire Advisory Council

##### i. Liaison report

T. Boizard reported that she had not attended a council meeting. She referenced the fee review R. Allan is doing with J. Ranchoux (PUIC) on fees.

She reported that J. Ranchoux is compiling a list of common issues identified by the UICs assigned to provincials in order to bring those to the attention of the respective Advisory Council Chairs.

R. Allan noted that revised umpire fees will be presented at the next Board meeting.

f. Ad Hoc Committees

. Nominations Committee

D. St-Denis reported that we still don't have a chair. Per the backup plan approved at a previous meeting, she is reaching out to leaders in various regions of the province to secure feedback on potential nominees. The first AGM notice, sent on July 8th, referred to the number of positions up for election. The next notice will include a reference to filing the one-year term created by S. Wheatley's resignation from the Board, taking effect at the conclusion of the 2025 AGM.

L. Parkes thanked S. Wheatley for his service and willingness to continue to contribute to Softball BC in other areas.

D. St-Denis is compiling a list of potential candidates, which will include having a conversation with the three Directors whose terms are up after the 2025 AGM.

ii. Men's Fastpitch Working Committee

D. St-Denis reported that a chair has yet to be identified.

iii. Awards & Hall of Fame Committee

D. St-Denis reported that the Hall of Fame Committee is meeting on August 6. The aim is to bring for approval a new Awards Policy at the next meeting.

vi. Coaching Development Committee

D. St-Denis reported that the committee should be meeting in August

K. Langley asked if the Discipline Committee should be reporting at these meetings. D. St-Denis noted that this information is part of the bi-weekly report to the Board due to the confidential nature of some outcomes.

2.02. Email Votes Reporting

June 30th vote.

**Motion: To approve the following disbursement of Minor Development Fund totalling \$4,000.00.**

- **Bulkley Valley Softball - player clinic with Kourtney Miller in Prince George for 2 days May 3rd - 4th - requesting \$1,179. Their expenses totalled \$**

1,914.84, but they received \$735 in revenue. - The committee has approved \$1,000.

- Castlegar Softball - player clinic (batting, hitting and catching) - on April 6<sup>th</sup> with Derek Hipwell - requesting \$1902.24 - The committee has approved \$1,000.
- Cache Creek Softball - player clinic (catching) on April 5<sup>th</sup> with Jackie Desilets - requesting \$1533.20 - The committee has approved \$1,000.
- Muskwa (Fort Nelson) - July 14<sup>th</sup> for 2 days provided by Kourtney Miller for a pitching clinic, requesting \$1,500.00 - The committee has approved \$1,000.

CARRIED (5-0-2)

*S. Wheatley and T. Boizard abstained*

### 3. Operational Business

#### 3.01 Management Report

No report other than we have initiated the implementation of the bi-weekly report to the Board.

#### 3.02 Strategic Plan

Jacqueline Novak Nayyar, and Kait Fleet of Toa Consulting facilitated a work session in the first part of the meeting.

#### 3.03 OEI Implementation

D. St-Denis reported that she met last week with the members of Sport Law. The work has begun on the by-law revisions, the committee's terms of reference, the board evaluation matrix, and board roles. She also met with Sport Law on the safe sport and policy piece. The priority is to have the by-laws, committee, and board pieces completed in August, as they need to be reviewed by the Governance Committee before coming to the Board for approval and inclusion in the AGM package.

T. Boizard asked if we plan on voting on new by-laws at the AGM. D. St-Denis confirmed that we are going to approve new by-laws. T. Boizard noted that having some of the OEI work completed prior to the AGM may motivate some members to join the Board, having seen the commitment to change.

K. Langley questioned if we could vote on a new definition of member at the AGM or if we would need an EGM. D. St-Denis confirmed we can vote on new by-laws that include a new definition of member as long as the appropriate amount of notice has been given, as the new by-laws will take effect immediately after the AGM.. She added that we are also looking to use townhalls to inform members of the changes.

#### 3.04 Championships

D. St-Denis reported that the office is currently compiling the reports from the hosts, Softball BC reps and UICs to gather recommendations for the Advisory Councils and

the Board, and to determine the second portion of the hosting grants that need to be issued. The office is also working closely with the WCSA and Softball Canada to ensure our teams have submitted all of their information to the hosts. We are also working with those same teams to ensure they have all the necessary information to participate.

a. Teams that declined the LOI

D. St-Denis reported that two teams did not comply with their LOI - U15A —Langford Lightning, who finished 5th in provincials, and in U19B - Tri-city Titans, who finished third. D. St-Denis asked the Board where they were going to take action on the teams per 15.2.b.

L. Parkes recused herself from the discussion and asked K. Langley to take over as chair.

D. St-Denis could not confirm with certainty the rationale for declining the opportunity to move forward. She confirmed that all teams were notified of the number of berths BC was receiving for all Westerns and Canadian Championships before provincials started.

**Move by R. Allan, seconded by S. Wheatley, that the U15A Langford Lightnings and the U19B Tri-City Titans be informed that, by 15.2 B, should their team return next year with six or more returning players, they will be eligible to attend districts and provincials, but will be ineligible to go to Westerns and Canadians.**

**CARRIED UNANIMOUSLY (4-1-0)**

*Note: L. Parkes did not vote on the motion*

Email Vote

The following email vote was concluded on August 4, 2025.

The Executive Director notified the Board that 15.2, as currently written, does not provide the Board with the authority to impose a penalty, be it financial OR future disqualification, when a replacement team is found. As such, a motion for reconsideration was circulated for an email vote.

**Motion to reconsider the above motion regarding the U15A Langford Lightnings and the U19B Tri-City Titans.**

**CARRIED by a vote of (4-0-2)**

**Scott and Lisa abstained.**

**Motion to revote on the following motion "Move by R. Allan, seconded by**

**S. Wheatley, that the U15A Langford Lightnings and the U19B Tri-City Titans be informed that, by 15.2 B, should their team next year return with six or more returning players, they will be eligible to attend districts and provincials, but will be ineligible to go to Westerns and Canadians."**

**FAILED by a vote of (0-4-2).  
Scott and Lisa abstained.**

L Parkes stepped back into the chair.

After some discussion, the Board directed the staff to draft revisions to 15.2 that include a final penalty for declining a berth for Westerns and Canadians after submitting an LOI, regardless of whether a replacement is found. R. Allan suggested that the fine be significant to signal the gravity of the decision to submit an LOI without having done their due diligence before submitting the documentation. L. Parkes wanted the revision to consider not penalizing the players, but the Association and the coaches, who are the ones submitting the LOIs. We can include a recommendation that parents sign off on an LOI themselves as a tactic.

### 3.05 Ramp Implementation

The office will prepare a report for the next meeting that will address the feedback the Board provided in June regarding codes to allow participants to register online without a credit card payment. The key is to ensure all participants are completing their profiles and signing all of our waivers.

### 3.06 Policies and Standard Operating Rules Review

D. St-Denis noted that this will be a recurring item for all future board meetings. The list will show policies up for revision. We are working on this document as part of the OEI project.

## 4. New Business

### 4.01 Softball Canada AGM - Preliminary plans

D. St-Denis noted that the first email requesting confirmation on ticket purchases for a social event was received this week. She requested confirmation from the Board as to who will be the delegates attending in November.

L. Parkes recommended that the delegates be the President, PUIC and Executive Director. T. Boizard inquired about the ability of a staff member to carry a vote as BC gets three votes. L. Parkes confirmed that staff can vote (Article 7.1.a of the Softball Canada Official Rulebook).

L. Larson noted that the Board should consider sending at least one person once the new Board is elected. K. Langley pointed out that while he appreciates the benefits that can be gained from having other directors attend the AGM, the costs for this year

may be prohibitive, especially when we won't know the director until after our AGM.

D. St-Denis offered to contact the Softball Canada Office to find out if they are webcasting the information to bring this back to the August meeting. She will also get the cost for a fourth delegate to attend.

#### 4.02 Motions

D. St-Denis, for transparency, provided an update to the Board on the new online motion form developed by the office using Google Forms, as the use of JotForm will cease in the next month. The form collects the same information as the previous one. All motions will go to the ED, who in turn will forward the motion to the appropriate advisory council (or slo-pitch committee) or the Board, as noted in the management procedures listed in the document provided to the Board for the meeting.

The office will be sending out a notice to members regarding the new forms and management procedures. Staff will also be reminded annually to close forms that are no longer needed or active.

K. Langley inquired about creating a form for us to use to secure proposals for Softball Canada rule changes. D. St-Denis will contact Softball Canada and create a form and timeline to secure proposals. A similar tactic will be applied for the Western Canadian Softball Association.

#### 4.03 Concern Regarding Roster Standards and Impact on Rural Participation

D. St-Denis reminded the Board that this item was brought forward following the appeal from the West Kootenay Softball Association.

The request to the Board is to consider the challenges rural areas may experience when attempting to grow the sport, and consider some exception or flexibility to assist them in their endeavours.

**Moved by L. Larson, seconded by R. Allan to create a working group of individuals that will consist of a few of the minor coordinators and a few members that have their finger on the pulse of the issues in their district or region, to identify what current regulations hinder the growth of softball in smaller and rural areas and develop recommendations for the Board to consider for the 2026 season on possible policy or operating rules changes, education and support initiatives.**  
**CARRIED UNANIMOUSLY**

D. St-Denis will draft terms of reference and circulate them to the Board for review and approval. The work will start immediately and aim to conclude by late December.

**Moved by R. Allan, seconded by S. Wheatley, to appoint L. Larson as the chair for the Working Group.**  
**CARRIED UNANIMOUSLY**

#### 4.04 Softball BC Team Playing Non-Sanctioned Softball Teams (Article 7)

Tabled to the August meeting, as B. Edamura was the director who requested it to be on the agenda.

#### 4.05 Inclusion Policy

D. St-Denis noted that Softball BC's inclusion policy allows a participant to play in the

gender they identify as. She noted that we currently have registrars completing the profiles for players and since they cannot ask a player their gender (per our policy) they may at times be listing the incorrect gender which can lead to the issue we had this year where a player who identified as male was registered to play on a U17C girls team which is not allowed per our SORs. This is one of the two main reasons the office is pushing for participants to register themselves (profiles) in RAMP; the second is having assurances that all participants have signed our waivers.

Softball BC has embraced non-binary as an identifier. Still, our rules speak to X and Y. D. St-Denis indicated she is meeting with Softball Canada on the topic to secure guidance on how they are managing inclusion and what can be done in BC that would not create challenges for the teams or players moving on to the next level of competition. The recently approved Bill 29 in Alberta will also be discussed to understand what mechanisms Softball Canada is putting into place to ensure the safety of teams travelling to Alberta, who have members of the LGBTQ2S community on their roster.

Staff will be bringing forward an edit to the Inclusion policy to align with Softball Canada's policy, which speaks to "At both recreational and competitive levels, a Participant may participate in either their sex assigned at birth or the gender category in which they identify or choose in the case of a non-binary Participant". The staff will also recommend a tactic the office can use to ensure registrars are aware of this policy.

#### 4.06 Culture

D. St-Denis recommended that the item be tabled until the August meeting.

#### 4.07 OneBadge Proposal

D. St-Denis recommended that the item be tabled for the August meeting and for directors' review of the Proposal before the meeting

### 5. Next Meeting & Adjournment

The next meeting is scheduled for 8:30 am to 4:30 pm on August 24th at the Coast Tsawwassen Inn.

- September 3rd @ 6:30 pm - Board meeting
- October 1st @ 6:30 pm - Board meeting
- October 18th @ 2:00 pm AGM

**Moved by R. Allan, seconded by K. Langley, to adjourn the meeting at 9:42 pm.**

**CARRIED UNANIMOUSLY**