

**Minutes from Board of Directors Meeting  
February 7/8, 2020  
Executive Plaza Hotel, Coquitlam**

**Attendance**

***Board of Directors:***

President:	Jake Dewitt
1 <sup>st</sup> Vice-President	Graeme Duncan
VP, Finance:	Zeone Andrijaszyn
Umpire-In-Chief:	Susan Strafford
Senior Director:	Terri Boizard
Minor Director:	Merv Sandrel
Director of Coaching:	Mike Renney

***Staff:***

Executive Director: Rick Benson

***Absent:***

Member-at-Large: Ian Kellow

6:00 PM – Call to Order

Quorum Present, silent roll call taken

**President's Opening Remarks:**

Jake welcomed the directors to the meeting.

**Motion No. 1: (M. Sandrel/T. Boizard)**

“To accept the Agenda with powers to add”

CARRIED

**Motion No. 2: (G. Duncan/S. Strafford)**

“To accept the minutes of the December, 2019 Board of Director's meeting”

CARRIED

**Business Arising From:**

- Action items included
  - i) CANhit programme to be reviewed and moved forward – staff working on a draft manual, input from Bryan Sask, Joni Frei, Doug Allin, Mark Dunlop and Mike Renney for content and design, marketing by SBBC
  - ii) representation on advisory councils of member from each of the other 2 councils. On agenda for this weekend meetings
  - iii) Masters tournament date and venue have been confirmed, marketing plan will start in February rather than January due to other staff commitments and holidays
  - iv) Potential sites for 2020 AGM are an agenda topic for this board meeting
  - v) Provincial sites were shared with PUIC and then sent to board for an electronic vote and approved.

- vi) Revised team travel policy is on the agenda for board consideration at this meeting

**Correspondence:** Correspondence received by the organization was reviewed. Updates and clarification was provided as requested.

## REPORTS

### STAFF

- Report was circulated to board members prior to this meeting.
- Upcoming events were presented, including;
  - i) Minor and Men's & Women's Leadership Meeting Feb. 8/9
  - ii) Community event at Oval to mark the 10<sup>th</sup> anniversary of the Vancouver Olympics
  - iii) Parent and Coach Workshop hosted by Glen Mulcahy for Softball BC members
  - iv) LSO Executive conference hosted by Softball BC
- Discussion was held on workshop topics and how this would be beneficial. Policy adoption and interpretation is a key area for clubs to understand, particularly as our governance model requires clubs and members to comply with Softball BC policies.
- Directors were updated on programming by Softball BC, including
  - i) NCCP Coach Clinics – We have aligned ourselves more closely with Softball Canada in the clinic streams by setting Competition Introduction clinics as a two weekend programme plus evaluation for certification, while Community Initiative clinics are a nine (9) hour clinic over one weekend. New technical manuals from Softball Canada also clearly differentiate between Community and Competitive streams. Online training for new coaches was discussed. Feedback from those who have completed the training spoke highly of the information and learning style.
  - ii) CANpitch – BC enjoyed the second highest participation rate, based on number of athletes and clinics offered in 2019. Staff reported 621 participants in 40 clinics during 2019, and they continue to be offered throughout the province in 2020.
  - iii) CANhit – This is a programme pioneered by Softball BC and has been very popular where it has been offered. Sessions are running in 2020, building on the strength of the initial offerings last year. Staff is working on creating a foundational manual which will be brought to the board for approval and acceptance for BC clubs.
  - iv) Long Term Development – collaborating with Softball Canada and Matt Young of Sport Record, staff have created an Operations Manual designed to educate all stakeholders on the meaning and implementation of a measureable long term athlete development model. Strategy is to pioneer the programme with 5-6 clubs, collect feedback and results for presentation to the general membership
  - v) Indigenous Long Term Development – new initiatives with a greater Vancouver centre as well as several regions in rural settings are being explored to provide TimBits programming
  - vi) BC Summer Games – progress continues to be made on assembling teams in both genders and all zones. Currently five (5) zones are indicating registering boy's teams and all eight (8) zones are indicating they will register girl's teams. Key volunteers are in place and the umpire community is beginning to recruit for the games.
  - vii) Canada Summer Games – team staff for both genders are progressing. Game preparation budgets are being created, as well as long term team planning.
  - viii) High Performance – Communication of benefits and programming is being shared with the athlete list of accredited players and coaches. CSI is offering to include the long list of Team BC athletes as of June 2020 in the high performance stream. Centers are available for athletes in Vancouver, Victoria, Kamloops, Kelowna and Prince George.

#### 1<sup>st</sup> VP

- Board accepted report as written
- Discussion on rule change for Western Canadian Championships re. men's /women's teams being open and how SBBC will determine which teams will represent BC. The Senior Director responded that her preference would be to allow any adult team who files a letter of intent be considered

#### **Motion #3 (M. Renney/Z. Andrijaszyn)**

**CARRIED**

"To accept and approve the written and verbal report of the VP as submitted"

#### **Provincial Umpire-In-Chief**

- Director's report was reviewed as presented
- Strafford requested clarification on the role of the district UIC in endorsing a bid for Provincials. Discussion followed on the importance of the DUIC being a stakeholder in the process to ensure there were sufficient resources in the district to support a bid

#### **Motion #4 (Z. Andrijaszyn/M. Renney)**

**CARRIED**

"To accept and approve the written and verbal report of the PUIC as submitted"

#### **Minor Director**

- Director's report was reviewed as presented
- Sandrel committed to more contact with LSOs as we move forward to create dialogue and better communication. He identified lack of hosts for Provincials and Regionals as an area of concern that would be addressed
- Discussion was held on the role of coordinators as volunteers for SBBC
- **Action Item – Director will review and update job description for coordinators**
- Supports the U12 male Western Championships on a two year trial as a pathway to encourage more boys to either try or stay with Fastpitch
- Identified one Provincial category still open, U14A
- Discussion was held on motion coming to Minor Advisory Council for reinstating U12C Provincials

#### **Motion # 5 (S. Strafford/M. Renney)**

**CARRIED**

"To accept and approve the written and verbal report of the minor director as submitted"

#### **Men's and Women's Director**

- Received and reviewed the report as written.
- Reported on plans to combine Women's A and U19A Provincials, as well as some regular season tournaments to create a bridge from minor to adult.
- Discussion was held on feasibility of expanding combined Provincials to Women's B and U19B and what format and/or length of the tournament might be necessary to accommodate a larger group
- Short term strategy for the director is to create more excitement for Women's Provincials and make it a unique experience
- Update was provided on the Masters Classic, Abbotsford will be the host location, and a tournament director has been selected.

#### **Motion # 6 (G. Duncan/Z. Andrijaszyn)**

**CARRIED**

"To accept and approve the written and verbal report of the Men's & Women's director as submitted"

#### **Director of Coaching**

- Reviewed written report as circulated
- Brought the Baseball5 programme forward as a potential pathway to create more awareness of softball. SBBC has an opportunity to promote, and be identified with the programme. Reported that WBSC is aggressively promoting Baseball5 for developing countries and as a doorway to full diamond sport. There is global progress such as Jr Olympics in 2022.
- **Action Item – develop plan to introduce Baseball5 into our domestic programming**

**Motion # 7 (Z. Andrijaszyn/S. Strafford)**

**CARRIED**

- To accept and approve written and verbal report of the Director of Coaching as submitted

**Vice President Finance**

- Reviewed report as circulated
- Distributed copies of the current financial statement for the organization, and answered questions on the state of Softball BC's financial position.
- Distributed copies of the line of credit statement, identified higher reliance on line of credit as opposed to a year earlier
- Discussed the major causes of the increase in LOC, and performance to budget

**Motion # 8 (M. Renney/S. Strafford)**

**CARRIED**

"To accept and approve the written and verbal report of the VP Finance as submitted"

**UPDATES**

**WCSA AGM**

- Discussion was led by the delegates to the AGM, G. Duncan and M. Sandrel
- Minutes from the meeting were previously distributed and reviewed
- Round table discussion was highlighted, specifically funding other western provinces provide to teams travelling to post provincial championship.
- Teams from Ontario and Quebec are invited to take part in selected categories if the western provinces and territories are not going to be able to fill that event.
- Format of the championship has remained static, discussion was held on surveying membership to investigate if the format is satisfactory, or if a more inclusive format would increase interest
- Action Item – create an online survey to gauge level of interest in Westerns and the current format

**Provincial and Regional Championships**

- All categories and classifications, with the exception of U14A have been assigned
- If U14A does not have a host by March 1<sup>st</sup>, SBBC will cancel the championship for 2020
- Regional championship hosts will be discussed and declared at the Leadership Meeting
- Current format and prizing will be used for 2020

**Motion #9 (Z. Andrijaszyn /S. Strafford) 10:15 PM**

**CARRIED**

To adjourn the Board of Director's meeting and reconvene Saturday, Feb. 9th

**BOARD OF DIRECTORS MEETING  
SATURDAY, February 9<sup>th</sup>, 2020  
Executive Plaza Conference Centre**

**Motion #10 (M. Sandrel /G. Duncan) 8:00 AM**

**CARRIED**

To reconvene the Board of Director's meeting

**UPDATES**

**SPORT BC PRESIDENT AWARD**

- Announced 2020 recipient will be Doug Allin
- M. Renney agreed to stand in for J. Dewitt at presentation ceremony

**STRATEGIC PLAN UPDATE**

- Benson provided an update of the operational plan.
- Progress is reported in 60% of the individual strategies
- Current plan was approved in 2019 and is our guide through 2022

#### **CANADIAN AND WESTERN CHAMPIONSHIPS**

- Board was provided a current schedule of dates and locations for all post Provincial championships
- No conflict with dates for Provincials or BC Summer Games
- Some conflict for NAIG due to both A and B classification athletes attending

#### **NEW BUSINESS**

#### **FISCAL 2021 BUDGET**

- Andrijaszyn presented templates for initial budget preparation
- Explained director's responsibilities to provide input and recommendations for their area of responsibility, as well as any general revenue/expense queries
- Timelines for first, second and final budget projections was discussed and agreed to

#### **DIRECTOR & OFFICER INSURANCE**

- Review of the insurance policies and coverage were provided to the board. It was recommended the board add specific D&O insurance to protect the directors and the organization in the event of a civil suit
- Options for \$1 mil and \$2 mil coverage were provided for consideration. It was recommended the board adopt the \$2 mil policy after discussion with Sport BC
- Action Item – staff to investigate option of adding umbrella coverage for LSOs or a plan to provide individual club coverage

#### **Motion # 11 (M. Renney/Z. Andrijaszyn)**

**CARRIED**

“To add a \$2 million coverage Directors and Officers insurance policy, effective immediately

#### **ROLE AND RESPONSIBILITIES OF A DIRECTOR**

- Via online presentation, Sport Law and Strategy provided an education and awareness workshop to the board on their role and responsibility as a board member

#### **POLICY REVIEW**

#### **TEAM TRAVEL**

- A team travel policy was presented for consideration by the board
- Action item – staff to produce a bullet point, condensed version for club teams and umpires
- Action item – include the definition of team travel in the condensed versions

#### **Motion # 12 (S. Strafford/M. Renney)**

**CARRIED**

- To approve the policy as presented for Softball BC programmes

#### **SAFE SPORT REPORTING PROCESS**

- A reporting process developed by Softball Canada, and amended to meet additional provincial processes was presented for consideration
- The goal is to post this process on our website, thereby assisting members in understanding the channels available when reporting cases of violation of safe sport practices

#### **Motion # 13 (Z. Andrijaszyn/G. Duncan)**

**CARRIED**

- To approve posting the reporting process through Softball BC channels

**Softball BC AGM**

- Options for site for the 2020 AGM were presented.
- Choices included Richmond, Langley, Kamloops, Kelowna, Victoria and Prince George
- Discussion took place on each site, with consideration of the projected cost and logistics
- It was determined the AGM/Conference should remain in greater Vancouver for 2020

**Motion # 14 (S. Strafford/M. Sandrel)**

- To approve Langley as host location for 2020 and Prince George for 2021 after review of host hotel

**AMENDMENT**

To approve Langley as host location for 2020

- Discussion took place on the amendment which would permit staff to review other potential sites for 2021
- \* **Action item** – staff to prepare options for 2021 AGM/Conference in order for the board to review and approve a site to be announced at the 2020 AGM/Conference

**Motion # 15 (M. Renney/T. Boizard)**

**CARRIED**

**AMENDED MOTION # 12 (M. Sandrel/T. Boizard)**

**CARRIED**

- Approval of Langley Coast Conference Centre as the location for the 2020 Softball BC AGM/Conference

**Motion # 16 (S. Strafford/G. Duncan)**

**CARRIED**

- To adjourn the meeting at 1:30 PM

NEXT MEETING: MARCH 27/28 CLOVERDALE HOLIDAY INN