



Softball New Brunswick Board Meeting

February 4-5th, 2023

8:30am-12:30pm

Saturday Attendance – Voting Members:

Scott Willis – President (Vote only if tie)
Mark Gough – Vice President
Ron Campbell - Provincial Umpire in Chief
Dan Mersereau – Adult Coordinator
Darleen Sobey – Region 6 Director
Gracelyn Kaine - Minor Female Coordinator
Angela Sanford - Timbit Softball Coordinator

Non-Voting Members (Staff):

Hillary Pineau – Executive Director

Absent:

Breanna Saulnier - Region 5

Observers:

Bob Stanton (Softball Canada)
Jim Comeau (Region 5 Rep)

Vacant Positions:

Region 2 Director
Region 3 Director
Region 4 Director
Region 7 Director
Region 8 Director
Minor Male Coordinator
Slo Pitch Coordinator

Presidents Welcome and Land Acknowledgement

a. Land Acknowledgement

2. Minutes of the Previous Meeting

a. **Motion to accept the minutes of the December 13th, 2022 Board Meeting as presented**

i. **First: Dan Mersereau**

Second: Angela Sanford

Carried: 7-0

3. Strengths & weaknesses

a. Board reviewed the organizational strengths and weaknesses document.

i. Identified additional key priorities and areas of focus



1. Slo Pitch
2. Tournament Placement
 - a. Umpire Availability
3. Strategic Planning
4. Continue to follow up on the list.

4. Financial Report

- a. Hillary Pineau provided an update to the Board of Directors that Ellen Fitzsimmons, a bookkeeper from the Fredericton area, has agreed to come on as the organizations treasurer
 - i. \$44/hour + tax
 - ii. Hillary is currently working to determine the number of hours needed from Ellen on an annual basis
- b. The transition is underway with John Paixao of financials, Quickbooks, etc.
- c. John Paixao has finalized the year end financials for 2022 (Oct 1st, 2021 to Sept 30th, 2022)
 - i. He is coordinating with Ken Cogswell to complete requirements for audits
 - ii. Hillary Pineau indicated that John Paixao has went above and beyond his treasurer duties and chose not to take his honorarium during his two years with Softball NB
 1. Hillary is recommending to purchase a gift (SNB clothing & Gift Card) for John Paixao
 2. **Motion to purchase a gift card in the amount of \$250 and provide Softball NB Board clothing for John Paixao for his time as the treasurer**
 - a. **First: Ron Campbell Second: Angela Sanford**
- d. 2023 Audit
 - i. Hillary Pineau informed the Board that Ken Cogswell agreed to complete the audit for Softball New Brunswick for 2023.



1. His service will be done at no cost
 2. Audit is in progress and Hillary Pineau will provide an update to the Board upon completion.
- e. GNB Profile Funding
- i. The GNB profile funding application is coming out in the coming weeks
 1. Hillary Pineau indicated that GNB is reviewing the application form, and she anticipates changes coming
 2. 2023 is the 4th year of the funding cycle, and Softball NB will be up for review.
- f. Current Cash Flow
- i. Current SNB Bank Account Balance
 1. Approx \$100,000 as of Feb 1st
 2. Bank account had been inflated the last few years due to significant covid funding, grants, provincial teams & Canada games team funding, etc.
 - ii. Extra Expense this past year (2022)
 1. Provincial Team Uniforms
 2. IT Equipment
 3. Storage expense
 - a. Apple Storage - \$173/month
 4. Learn to Play
 - a. Extra 2 weeks pay for 4 summer students
 5. Canada Summer Games
 - a. Men's & Women's team registration fees & sponsorships
- g. [2023 Draft Budget](#)
- h. CEBA Reminder
- i. December 31st, 2023 repayment deadline
 - ii. Board agreed to leave the loan until time of repayment



5. Regional Profiles Reminder

- a. Hillary Pineau reminded regional directors to submit their funding requests for their regions
 - i. Urged directors to ensure they are applying for funds to offer development opportunities (Umpire, Coaching Clinics, etc.)
 - ii. Hillary Pineau indicated that if any director needs assistance with their application forms to reach out to her.
- b. Action Item: Hillary Pineau to put out another call for Regional Directors to the membership

6. Hall of Fame Banquet

- a. April 22nd, 2023 at the Fredericton Inn
- b. Mark Gough reviewed with the Board the selection process completed with the committee this year for the Hall of Fame applicants
- c. Scott Willis indicated that in the fall, we should review the depth of the current applications, the selection process, committee structure, and timing of the event.
- d. **Motion to accept the nomination committees recommendations of Mark Young (Player), Sandra Allan (Umpire), Kelly Lynch (Builder), Brad Jennings (Builder), and the 1982 Miramichi Whooper Fireballs (Team) for induction to the 2023 class of the Softball NB Hall of Fame.**
 - i. **First: Mark Gough** **Second: Dan Mersereau**
Carried: 6-0-1

7. Rawlings Update

- a. Proposal
 - i. Hillary Pineau updated the Board of Directors on her recommendations on the use of the \$4,000 Rawlings credit for the upcoming year
 - 1. Purchase 100 Lineup Cards, 100 Scorebooks, 6-8 Hitting Tees, 6 Provincial Team Equipment Bags
 - 2. Board & Staff Clothing



- a. Max of \$1500 of the credit
- b. 2 pieces of clothing per Board Member and staff
 - i. Will get it crested at Valley Graphics
- c. Hillary will come forward with different clothing options for the Board in coming week

8. RAMP

- a. Registration & Website Launch
 - i. Website went live to the public on January 30th
 - 1. Fully bilingual
 - 2. Hillary is currently working on merging documents (Eng / Frn) instead of having separate copies.
 - ii. Registration platform is in progress
 - 1. Training sessions are schedules for clubs
 - a. Feb 7, 10th
 - 2. Hillary is currently finalizing details of the forms
 - a. Anticipated launch a bit delayed
 - i. March 1st?

9. Coaching Course

- a. Competition-Introduction
 - i. Course is currently being planned for Oromocto
 - ii. Hillary Pineau is working with Bobby Despres on finalizing a date for the course
 - iii. Registration coming soon
- b. Community Stream
 - i. The Community stream courses (Initiation & Ongoing Participation) are still available for regions or associations to host.

10. 2025 Canada Games

- a. Age Categories



- i. Scott Willis provided an update on the status of the Canada Games age categories for the 2025 games in Newfoundland and Labrador
 1. Once the age groups are confirmed by the Canada Games Council, Hillary Pineau will put out a call for coaches and timeline for staff selection
- b. Program Review
 - i. Scott Willis indicated that a review should be completed of both 2022 programs
 1. Tryout procedures
 2. Coach review
 3. Player review
 - ii. Gracelyn Kaine indicated that she would be willing to take the lead in completing the reviews
 1. Ron Campbel and Dan Mersereaul offered to assist Gracelyn Kaine on the reviews
 2. Action Item: Hillary Pineau to send Gracelyn, Ron, and Dan the contact information of coaching staff & players, as well as the program timelines (tryouts, training sessions, etc.)

11. Calendar of Events

- a. [Review Calendar of Events](#)
- b. Board reviewed the draft 2023 calendar of events document as presented by Hillary Pineau and Scott Willis

12. First Nations - U13 COED Slo-pitch

- a. Board agreed the tournament should happen this year
- b. Reaffirm support from ASRNB
- c. Angela Sanford indicated that she is willing to make a list of 'to do' items to plan the event



- d. Ron Campbell indicated his daughter works with the indigenous communities and he will connect her with Angela Sanford to begin planning process

13. Middle School Provincials

- a. Board agreed this tournament is a priority and a great opportunity for those athletes being introduced to the game
- b. Opportunity for Junior Development Umpires
 - i. Ron Campbell indicated a one umpire system may be considered
- c. Angela Sanford indicated Sussex was a great host of the tournament in 2022
 - i. She would recommend returning there for 2023
 - ii. She will inquire with the Sussex Minor Softball Association and Town of Sussex regarding fees and a potential partnership, as well as return to the Board with an outlined budget & proposed change to the registration fee for 2023
- d. Boys tournament
 - i. Needs to be put in a location where we are seeing growth
 - ii. SNB to put out a call for hosts for the boys tournament
- e. Angela Sanford to put out a call to all schools in the province through distribution list

14. Provincial Championships

- a. Host Application Timeline
 - i. March 1st launch
- b. Supervisors
 - i. SNB needs to recruit supervisors for the tournaments
 - ii. Hillary Pineau & Matt Whipple unable to cover all
- c. Board of Directors agreed that if a host is not found 3 weeks prior to the start of the tournament, it will be cancelled
- d. Board agreed the team registration deadline should be moved to 1 month prior to the beginning of the tournament



- e. Action Item: Hillary Pineau to come back to the board with a firm proposal on Provincial Championship registration deadline and late entry (fees, acceptance) structure
- f. [Tournament Budgeting](#)
 - i. Hillary Pineau presented a draft Provincial Championship tournament budget and tournament formats

15. Eastern Canadians

- a. [2023 ECSC Rotation.xlsx](#)
 - i. Hillary Pineau presented the host province rotation document for the Eastern Canadians
- b. U15 Boys tournament is slated for New Brunswick from Aug 17-20th
 - i. Call for hosts will be launched Monday, February 7th

16. Qualifiers

- a. Minor Eastern Canadian Qualifiers
 - i. U13-U19
 - 1. July 8-9th, 2023
 - ii. Host Location
 - 1. Board needs to consider the location and umpire availability
 - a. Moncton is preferred location for number of fields, but there is a current lack of available officials in the region
 - i. Ron Campbell indicated that this is a development opportunity for officials in the region, and will budget for this event
 - 1. Ron reiterated the importance of applying for regional funding to help offset the cost of official development for these events
 - 2. Action Item: Hillary Pineau to contact Victor Bastarache to inquire about field availability in Moncton



- b. U23 Women's Canadian Championship & Eastern Canadian Qualifiers
 - i. July 8-9th, 2023
 - ii. Winning team will attend U23 Canadian Championships, and other teams will attend the Eastern Canadians (based on number of available slots)
- c. Slo Pitch
 - i. June 17-18th, 2023
 - ii. Confirmation of Participation deadline from Softball Canada is May 7th
 - iii. Qualifiers will likely be needed for 2023
 - 1. Tournament located in London, ONT
 - iv. Support 1 team per category to attend (1 Men's, 1 Women's) to attend
 - v. Eastern Canadian Committee is currently planning for a COED Slo Pitch Championship for 2023
 - 1. More details to come

17. Provincial Team Update

- a. U15 Girls
 - i. Rob Scott
- b. U15 Boys
 - i. Still undergoing a search for a coach for the program
 - ii. Hillary Pineau recommended the team wear dri-fit shirts for 2023 rather than purchasing jerseys this year, since the team will not be attending the Canadian Championships, but competing around the maritimes
- c. U17 Girls
 - i. Dan Mersereau
- d. U17 Boys
 - i. Scott Willis
- e. U19 Women's



- i. **Motion to accept Jeremy Tracy as the head coach of the 2023 U19 Women's Provincial Team**
 1. **First: Mark Gough** **Second: Angela Sanford**
Carried: 5-0-2
- f. Hillary Pineau is recommending ordering the team equipment later this year (March) when teams are close to being finalized.
 - i. This will give SNB an opportunity to see how many athletes are returning to the program and how many are new. Some athletes will need helmets, belts, where others will already have from last year.
 - ii. Items to be purchased
 1. Socks
 2. Helmets
 3. Hats
 4. Visors
 5. Coaches clothing & player shirts
- g. Tryouts
 - i. Registration being launched Feb 8th
 - ii. Tryout Calendar
 1. Feb 25th - Nashwaaksis Fieldhouse
 2. March 18th - AYR Motor Centre
 3. April 1st - École L'Odyssée
 4. April 15th - Irving Fieldhouse
 - iii. Budget
 1. [2023 NB Selects Tryout Budget](#)

Saturday, February 4th, 2023 meetings concluded at 12:30pm. Meetings will resume at 8:30am on Sunday, February 4th, 2023



Sunday Attendance – Voting Members:

Scott Willis – President (Vote only if tie)
Ron Campbell - Provincial Umpire in Chief
Darleen Sobey – Region 6 Director
Dan Mersereau – Adult Coordinator
Angela Sanford - Timbit Softball Coordinator
Gracelyn Kaine - Minor Female Coordinator

Non-Voting Members (Staff):

Hillary Pineau – Executive Director

Absent:

Breanna Saulnier - Region 5

Observers:

Bob Stanton (Softball Canada)
Jim Comeau (Region 5 Rep)

Vacant Positions:

Region 2 Director
Region 3 Director
Region 4 Director
Region 7 Director
Region 8 Director
Minor Male Coordinator
Slo Pitch Coordinator

18. Staff Review

- a. **Motion to increase Hillary’s salary 2.5% (from \$51,250 to 52,531.25) beginning the pay period of February 5th-18th, 2023.**

- i. **First: Ron Campbell**
 - Second: Angela Sanford**

Carried: 5-0

19. Pitching Program

- a. Pitcher Instructor Beginner Clinic
 - i. Confirmed for April 29/30th
 - ii. SNB has grant from GNB secured from 2020
 1. Approx \$2400
 - iii. Ontario instructor will be coming to the province to host
 - iv. Maximum number of participants will be 15



- v. Hillary Pineaus recommendation to the Board would be to offer one position per club to attend the clinic
 - 1. This is meant for a clubs pitching or technical instructor
 - 2. Fill additional spots as needed

20. Umpires Update

- a. Umpires association had an excess of funds the last few years with Canadian Championships having been canceled in 2020, 2021.
 - i. Back to 'usual' starting amount in bank account
- b. Ron Campbell informed the Board that the umpires association cannot fund the travel (mileage, meals, accommodations) across the province for tournaments
 - i. Funds are meant to be used for development opportunities
- c. Ron Campbell reaffirmed that regions should be requesting funding for officials development
 - i. Ron Campbell and Hillary Pineau also are working on a funding proposal through GoNB at a Provincial level
- d. Ron Campbell intends on doing umpires training in the Field House in Saint John
- e. Softball NB will not be able to send as many officials to Canadian Championships in 2023 as did last year
- f. Junior Development Program
 - i. New clothing to be purchased for the JD program
 - ii. New development opportunities
 - 1. Middle School Provincials
 - 2. Qualifiers
 - 3. other
- g. Recruitment & Retention continues to be a priority
 - i. Ray Blanchette is finalizing dates for clinics
- h. Ron Campbell is budgeting to purchase banners with the umpires logo to have better visibility of the umpire program across the province.



- i. Action Item
 - i. Hillary Pineau to develop a document (guide) to outline to members what it costs for umpires, to run a tournament, etc.
 - ii. Darleen Sobey to put out a call in Region 6 to host a JD Umpires clinic.
- j. Ron Campbell is currently finalizing the budget and will come back to the Board on the next zoom meeting
- k. Blue Convention
 - i. UIC's cost is covered by Umpire Association
 - ii. 8-10 NB umpires planning to attend
- l. 2025 National Umpire School
 - i. Scheduled for the Maritimes

21. Timbits

- a. Angela Sanford outlined that the Community Caravan will be prioritizing select communities for 2023
 - i. Concentrate on hosting weekly sessions in the identified areas
 - 1. Ex. 1 X per week
 - ii. Caravan will be not prioritizing attending established Timbits programs, but will be supporting through sharing available resources, website content
- b. Summer Students
 - i. Canada Summer Jobs - Submitted
 - 1. Will find out in April
 - ii. SEED Program - Submitted
 - 1. Will find out in March
 - iii. Action Item: Scott Willis will follow up with Jeff Carr and Jenica Atwin
 - iv. Hillary Pineau outlined a proposal to use 2 SEED position (pending approval) towards hiring Cameron Rogers & Pierre-Luc Savoie
 - 1. [Proposed Job Descriptions](#)



2. **Motion to accept proposal to hire Cameron Rogers at \$18.00/hour using a SEED positions (pending approval) and Softball NB topping up the difference in salary for a period of 16 weeks in 2023 (May to August)**
 - a. **First: Angela Sanford Second: Dan Mersereau**
Carried: 5-0
3. **Motion to accept proposal to hire Pierre-Luc Savoie at \$18.00/hour using a SEED positions (pending approval) and Softball NB topping up the difference in salary for a period of 16 weeks in 2023 (May to August)**
 - a. **First: Ron Campbell Second: Angela Sanford**
Carried: 5-0

22. 2023 Proposals

- a. [Softball New Brunswick Draft Refund Policy](#)
 - i. Hillary Pineau proposed to the Board to develop and implement a refund policy for registration (membership, clinics, tournaments, etc.).
 1. Board in support of developing a policy
 - ii. Hillary Pineau showed the Board a draft version of the policy and indicated she will send out a copy to members to review and provide feedback.
 1. Document to be completed to align with the launch of the 2023 registration
- b. Social Media Policy
 - i. Hillary Pineau indicated to the Board that the policy needs to be reviewed
 - ii. Policy needs to be expanded upon. Need to include section surrounding requirements of member conduct on social media
 - iii. Hillary Pineau will come back to the board with a revised draft
- c. Board Responsibilities



- i. Scott Willis recapped on a Board Governance review
 1. Indicated there are too many vacancies on the Board, and the Board may consider reevaluating the Board structure
 - a. Reviewed variety of Board structures from other sport groups across the province and country
- ii. Review
 1. Scott Willis & Hillary Pineau will be connecting with consultant, Grant Sinclair, to discuss governance models

23. Softball New Brunswick Handbook

- a. Progress
 - i. Handbook is in progress
 - ii. Revisions of first draft will begin early March
 1. Hillary Pineau will send out to the Board for an opportunity to review and provide feedback
 - iii. Intended timeline for completion of the handbook is May
 1. Board will receive a final draft for opportunity to review and will intend to finalize during the May Board meeting.

24. Softball NB Annual General Meeting

- a. April 22nd, 2023 at the Fredericton Inn
- b. 2023 Elections
 - i. Vice President
 - ii. Minor Female Coordinator
 - iii. Slo Pitch Coordinator
 - iv. Timbits Coordinator
- c. Minor Male Coordinator
 - i. Board in favour of offering position for a 1 year terms to fill role
- d. Board discussed having workshops the day of the AGM
 - i. Action Item - Hillary Pineau to arrange workshop topics and presenters.

25. U17 Boy's Canadian Championships Update



- a. August 2-6th, 2023
- b. Committee had first meeting on January 27th
- c. Logo currently under development
- d. 10-12 teams anticipated

26. New Business

- a. Slo-Pitch
 - i. Position coming available at the upcoming AGM
 1. Board needs to prioritize filling this position
 - ii. Board discussed strategies to improve slo pitch representation and membership
 1. Trained officials are 'key selling feature to leagues joining Softball NB
- b. Hillary Pineau will be out of the country from February 10-20th, 2023

27. Adjournment

- a. Motion to adjourn
 - i. First: Angela Sanford