

October 23, 2017 KMFS Executive Meeting Minutes

Attendees: Ramon Lawrence, Carri Lawrence, Helen McConnell, Nelson Hughes, Jim Walcott, Blair Keillor, Jenny Bennett, Darren Bennett

Called to order at 6:58 pm

President Report

- The Executive is in place to vote on all decisions
- Goal #1 – 200 kids enrolled by 2020
- Goal #2 – Standardizing rep programs

Executive Emails & Contact Info

- Ramon would like to remove executive members' phone numbers from website and setup special email addresses for executive members
- Ramon will setup email addresses

Executive Committees & Roles (see detailed roles attached behind minutes)

- Establish the following roles:
 - Conduct Committee – investigate any issues with conduct of players and teams
 - Ramon delegated this role to Helen
 - Any suspension or discipline action more than a warning or one game suspension must be approved by the executive
 - This role will also be in charge of Criminal Record Checks (Criminal record checks must be completed by coaches, assistant coaches and members of executive – these can be done online once Carri has set them up)
 - Ramon will send out a KMFS email requesting that two more volunteers help out in this role
 - Facility & Equipment Committee – insure proper functioning of park, coordinating with maintenance contractor, look after acquiring, maintaining and storing all fastball equipment
 - Ramon delegated Nelson and Blair for this role
 - This role is authorized for monthly purchases up to \$500 without approval. Purchases larger than \$500 require executive approval
 - Concession Manager – insure proper functioning of concession including hiring of quality staff, menu planning and quality food delivery according to Provincial standards
 - Ramon delegated Jim for this role
 - Documentation of revenue and expenses in collaboration with Treasurer
 - Monthly purchases up to \$500 without approval, anything in excess must be approved by executive
 - This is a volunteer position, but any time the manager is working in the concession it is a paid position (unless donated back to KMFS)

- Registrar – register Kelowna Minor teams and players with Softball BC including getting Softball BC number for new players & verify player information and team composition (proper coaches and number of players)
 - Ramon will contact Bob Harris to see if he will take on this role again

Tournament Schedule (see schedule attached behind minutes)

- “Open” Ice Breaker
 - keep as “Open”
 - proposed to allow U14B Kelowna team to play against U16 teams
 - increase max teams from 16 to 24
 - Put two teams in charge of running tournament
- “C” Ice Breaker
 - increase entrance fee from \$150 to \$200
- Open registration in November 7, 2018 for tournaments

League Fees

- Status quo with the exception of possibly increasing fees for Rep players

Gaming Grant

- Proposed spending it on the following:
 - CNC facilities
 - Equipment
 - Uniforms (U12 & U14 – proposing to either buy new ones or altering existing ones. Nelson to bring sample sizes). Discussed that all “C” uniforms must be Kelowna Minor Fastball. No individual uniform purchases. Must have “Kelowna” in the team name.
 - Medals
 - MVP T-shirts
 - First Aid Kits

Partially Funding Rep Teams

- U14B & U16B have limited equipment
- U19B should have a fair amount of equipment
- Discussed using some gaming grant money to purchase start up kits for rep teams. Cost would be approximately \$500 per team. Kits may include items such as: batting tees, extra dozen balls, bow nets, throw downs and ladders. These kits will be tracked by Equipment Committee. Rep teams must submit equipment requests each year.
- Nelson to do up a list of starter kit ideas

Standardizing Rep Teams

- Discussed having the same uniforms and helmets for rep teams

SAIT Game

- Majority thought that the SAIT game was a good experience and that good connections were made
- Possibly try to bring out University of Calgary out for next year

What to pay teams for running tournaments

- Proposed an approximate 50/50 profit split between KMFS and hosting team
- Discussed that "B" tournament host teams would receive \$200 + \$50/for all teams entered
- Discussed that "C" tournament host teams would receive \$100 + \$25/for all teams entered. KMFS would reimburse "C" teams for purchases such as hoodies, t-shirts, lunch orders or tournament fees as opposed to cutting a cheque to the "C" coach. Receipts must be submitted for reimbursement.

Finishing Park Cleanup

- Ramon will go to park to do final cleanup
- Discussed finding a more permanent solution for dugout covers for fields 5 & 6. Jim to look into getting estimates

Meeting with Doug Fisher

- Discussed doing trenching to install power lines
- Hot water tank needs repairs (or replacement). Blair will assess.
- Power to park has been turned off
- City is responsible for fixing fence where the grass cutter damaged it
- Blair & Nelson volunteered to remove old food from concession

Signing Authority

- Jenny to become a signing authority as it is a conflict of interest to have both Ramon and Carri as signing authorities

Next Meeting – Tuesday, November 28, 2017 @ 6:30pm at the Sandman

Meeting Adjourned at 8:41pm