

KMFS Executive – Meeting Minutes

Date & Time: Monday November 19th - 5:30 pm – booked (Nelson)

Location: Holiday Inn Express & Suites Kelowna - East, 1620 Powick Rd, Kelowna, BC V1X 7G5

KMFS Members Present: Blair Keillor, Jim Walcott, Michelle Kirkbright, PJ Forbes, Nelson Hughes, Darren Bennett, Robin Stauble, Del Kohnke

Absent: Helen McConnell

Call Meeting to Order – Time 05:25 pm

Agenda Items:

1. Review past meeting action items:

Action Items			
Item	Responsible	Due Date	Completed Date
Previous meeting minutes to be distributed through email prior to scheduled meeting rather than printing and bringing to the meeting – moving forward	PJ	Nov 19 meeting	Nov 19, 2018
Paul Welbourne Contract	Nelson	Nov 19 meeting – postponed to Jan 28 meeting	
High Noon Clean up	Lindsay, Darren, Jim, others	Oct 28, 2018	Oct 28, 2018
Tournament set up	Ramon	Nov 12, 2018	Nov 12, 2018
Team Management app recommendations to coaches in annual packages	???	Prior to start up	
Install PVC ball returns on back stops	Paul	Prior to start up	
Rep coaches' responsibilities – package provided from other softball associations for discussion by executive	Lindsay	Nov 19 meeting – sent update, unable to attend Nov 19 meeting – postponed to Jan 28 meeting	
Salvation army event	Blair	At time of event	Complete, Blair to go to the event and open/close the gate for event
Promote positive cheering for teammates rather than cheers against opponents – provide	???	Prior to start up	

package to coaches in annual packages			
Association coach coordinator role – package supplied to executive	Lindsay	Nov 19 meeting – postponed to Jan 28 meeting	
Seek new design for Kiwanis sign	Ramon	Nov 19 meeting – postponed for Jan 28 meeting	

2. Keys to be provided to board members (Nelson)
 - a. Park is re-keyed (approx. 3 weeks ago). Keys and code to get into Umpire room. Umpires will be the only ones to get the code. Keys to be provided next meeting to executives then coaches when they are named.
3. Batting cages and dugout (Blair)
 - a. Nelson to supply locks, cages to be locked on weekends
 - b. Jim and PJ to look into netting (Jim to check stock, PJ to check in to used netting).
4. Roofing diamonds #5 and #6 (Blair)
 - a. Jim has a friend that will help him install the structure and roofing.
5. New consent forms from Softball BC – Waiver/Liability Forms (Blair/Michelle)
 - a. Blair to discuss getting an electronic signature to give consent when registering for KMFS in new season.
6. Rep talk (Nelson)
 - a. General discussion about moving forward.
7. Tournament organizing (Blair)
 - a. Organize through email (Blair and Darren)
8. Coaching Material - Softball BC practice/drill binder copies/pdf's to coaches (Michelle)
 - a. Motion to buy enough books for U8, U10, U12 and U14 coaches. Voted on - passed.
9. Potential pitching clinic Dec 1 with Jocelyn Cater. (Blair)
 - a. Motion to charge pitchers \$50 and catchers \$25, first come first serve, capped at 2 groups of 10 for pitchers. 2 – 2 hour pitching sessions. 1 – 1 hour catching session with Michelle Webster and Lindsay Gablehouse. Voted on - passed.
10. Inventory - Equipment list and equipment to rep teams (Nelson)
 - a. Equipment is dispersed, Nelson to gather a list and supply to PJ.
11. Umpire clinic to be held at High Noon – Slopitch – Sunday March 31 or April 7 – 8:30 am to mid-afternoon (Blair)
 - a. March 31 will work best.
12. Paul – Fields etc... (Nelson)
 - a. Paul is confirmed as a field manager (Nelson). Nelson ok to negotiate price above guaranteed amount.
13. Senior 55 (Nelson)
 - a. Nelson to reach out to group about details.
14. Hotels (Nelson)
 - a. Nelson to meet with Fairfield, Holiday Inn and Sandman. Looking to confirm rates for coming season.
15. Association Coach Co-ordinator position (Nelson)

- a. Motion to post the position on the website and have applications in by Feb 1. Board to pick an individual to be the “Association Coach Co-ordinator” at the Feb meeting. Voted on – passed.
- 16. Committee of people to go over constitution and bylaws and review for potential changes.
 - a. Del, Jim, Darren and Nelson to review constitution and bylaws and suggest changes.
- 17. Criminal record checks (Helen)
 - a. Postponed to Jan meeting.
- 18. Schedule next meeting – January 28, 2019 - 5:30 pm – Nelson to book a room
- 19. Tabled for next meeting:
 - a. Criminal record checks (Helen)
- 20. New Action Items list (including ongoing items):

Action Items			
Item	Responsible	Due Date	Completed Date
Install roofing on fields #5 and #6	Jim	Mar 1/19	
Purchase Softball BC books	Michelle	Jan 28 Meeting	
Supply Jackie Desilets costs for pitching clinic	PJ	Jan 28 Meeting	
Check batting cage netting stock	Jim	Jan 28 meeting	
Check into used netting for stock	PJ	Jan 28 meeting	
Inventory equipment list to PJ	Nelson	Jan 28 meeting	

Meeting Adjourned – Time 7:25 pm