



Guelph Minor Baseball Association Inc.

5C – 100 Crimea Street, Guelph, ON N1H 2Y6

Phone: (519) 836-8771 Fax: (519) 836-7309

Website: www.gmba.ca E-mail: office@gmba.ca

Board of Directors Meeting

Thursday November 5th, 2020

Meeting was called to order at 7:03 pm.

Meeting was held virtually, using Zoom Video Conferencing.

Present: Jeff Hoffman, Cory Hanley, Stefanie Mocuik, Ryan Herron, Rob Robinson, Iain Durk, Jill Gillis, Adam Fanjoy, Erik Tremblay, Heather MacPherson, Dave Shapka, Kirk McNabb

Guests: Brent Harp (GMBA Webmaster)

Approval of the November 5th agenda

Stefanie requested the addition of Rep Team practices discussion under Other Business.
Moved by Rob, Seconded by Iain. Approved

Approval of the October 1st meeting minutes

Moved by Rob, Seconded by Dave. Approved

Declaration of Conflicts

None Declared.

GMBA Email Addresses & Google Drive

Erik discussed the GMBA email addresses and Central Inboxes that have been created over the last Month.

- Cleanup occurred on email addresses and forwarding email addresses during October, we had multiple @gmba.ca addresses that were forwarding to personal accounts and departed board members.
- We need to move away from using personal, non-GMBA email addresses for official GMBA business as it presents a potential confidentiality risk.
- All Directors now have a designated “@gmba.ca” email address to use for GMBA business.
- A document was shared with all directors that includes personal email address, GMBA Email Address & Contact Phone Numbers.

- Additional central accounts and distribution lists have been created for key roles and committees to allow for easier communication and sharing of documents on Google Drive.
- As part of our Google for Non-Profit suite, we have no restrictions on number of email addresses, which is different from our prior provider, where we paid per address.
- We may want to consider extending @gmba.ca addresses to all Rep Coaches & Convenors moving forward.

Adam noted that he believes there are too many addresses to maintain in his role. Brent noted that Adam is a unique case as he is supporting multiple roles within the organization. Brent suggested that we can review Adam's configuration offline and identify means to streamline.

Any board member with questions, concerns or who require help connecting should contact Brent or Erik for support.

Brent provided a brief overview of our Google Drive, Google Groups and Google Docs.

- @gmba.ca addresses can be added to Google groups that can then be leveraged for sharing documents and folders with the rest of the board.
- Named accounts can also be delegated to multiple directors, allowing for shared monitoring/maintenance of an inbox.
- It is recommended that documents which need to exist for longer than the current term be shared using a named account (i.e. president, office) vs. a personal @gmba.ca account.

Jeff asked Brent recommendation on how to save documents.

Brent noted that for GMBA documents, there is no concern creating offline, but recommends the final copies be stored/shared online as they would be backed up. We should avoid storing items on personal devices if they have any personally identifiable information.

Board of Directors Code of Conduct

Jeff walked through the Code of Conduct.

- It's ok to disagree, but we must ensure our proceedings do not get out of hand.
- Board decisions are final, it is expected all directors will support the board decision even if they have a personal objection.

Jeff opened to the floor. No questions or concerns were brought forward.

Jeff confirmed that all Directors have returned their signed copy of the Code of Conduct.

Role of a Board of Member

Jeff discussed our role as Directors.

- Emphasized that we are legally responsible for the organization.
- Noted that he has white papers from other organizations he is part of that discuss the roles of their respective boards.

ACTION: Jeff to share white papers with the board

Jeff highlighted a specific section of the Conflict of Interest

*“no Director should be involved in any discussions or decisions **that would lead to, or be perceived to lead to**, a financial or other material benefit accruing to the individual, any family member, or any organization with whom that individual is associated”*

- Noted that we can declare a conflict, or another director can declare a perceived conflict and the board would decide if a conflict exists by majority vote.
- Notes that declaring a conflict is key when it comes to Directors who are employees or owners of business where GMBA is doing, or contemplating doing business and where Directors have an interest in teams, players or related financial matters.
- When a conflict is declared, the Director should not participate in any discussion or decisions related to the matter.

Jeff opened to the floor. No questions or concerns were brought forward.

2021 Roles

Jeff reviewed the Current Terms remain for the board.

- Stefanie, Rob, Iain, Dave + 2 vacant seats have 1 year remaining.
- Heather, Erik, Ryan, Adam + 2 vacant seats have 2 years remaining.
- Cory, Jeff, Jill, Kirk + 2 vacant seats have 3 years remaining.

Jeff noted that the executive has met twice, and do not feel the need to fill the vacant seats at this time.

Jeff reviewed the GMBA Structure

- Work is done via committees
- Standing Committees can make their own decisions
- Current Standing Committees are Rep, Finance, House League, Executive, Operations & Communications
- Non-Standing Committees can make recommendations, but must bring back to the board for approval.
- Committee chairs can recruit committee members as required.

Jeff noted that Heather has stepped down from VP House League Role, but will be remaining on the board to support House League in a non executive role.

ACTION: Executive to review and recruit VP House League role.

MOTION: Motion to appoint the following individuals as committee chairs or area leads until the next GMBA AGM was put forward by Jeff.

Motion was moved by Adam, Seconded by Kirk. Motion Passed.

Executive	Committee	Jeff
EBLO	Committee	Jeff
Coach and Player Development	Committee	Rob
Constitutional Review	Committee	Jeff
Terms of Reference	Individual Lead	Cory
Grievance	Committee	Adam
Umpires	Committee	Adam
Eliminations	Committee	Adam
Diamond and Umpire Coordinator	Individual Lead	Fiona
Communications, Social Media, Website	Committee	Erik
Webmaster	Individual Lead	Brent
Risk Management	Committee	Ryan
ICBA Rep	Individual Lead	Vicki
Coach Selection Rep	Committee	Stefanie
Rep Committee	Committee	Stefanie
Finance Committee	Committee	Iain
Treasurer	Individual Lead	Donato
Fundraising and Sponsorship	Committee	Jill
Capital Projects	Committee	Adam
Equipment and Uniform	Committee	Dave
Select	Individual Lead	Jeff
Registration	Committee	Adam

The following committees are still vacant. Tournaments, House League, Junior Commissioner, Senior Commissioner, Initiation Programs and Special Events.

ACTION: Committee chairs are to recruit members as needed and once finalized, send to Jeff to coordinate approval.

Priorities

Jeff walks the board through the draft priorities recommended by the Executive. Voting on the priorities will occur at the next board meeting.

Grow membership & Development

Kirk noted the following

- As the blue Jays succeed, we should start to see increased interest in baseball.
- Believes communication and social Media are key for the younger audience.
- Believes we should have constant communication.
- We should try and get all of Guelph involved and connected.
- We own our house league program, we can modify rules and processes as needed to improve the experience for the youth. Teaching lead offs early, capping innings to drive competitiveness.
- Ensure development is for Coaches and Umpires' as well
- Could umpires teach kids what they look ?

Rob noted the following

- Coach and Player development are keys to growth.
- Believes we need to clarify our intent with EBLO.

Jeff noted the following

- We need to make sure that if some one wants to play baseball in Guelph, They want to play for GMBA.
- We should consider new streams.

Financial

Iain will be leading the Finance Committee and will report back quarterly to the board. Revenue generation and Expense reduction will continue to be a focus. Office Space is rented until 2024 and continues to be one of our biggest expenses. The phone has been canceled and Internet package is changing to help reduce costs.

2021 Budget Process

Iain updated the Budget process is starting with a series of review sessions for Fixed Costs , House League and Rep. All Directors are welcome to attend.

ACTION: Iain to share budget session information with the board.

Other Business

July 2021 Meeting Date

Meeting is scheduled for July 1st. Likely to be moved to Tuesday July 6th. Jeff will hold on rescheduling until ICBA meeting dates are finalized.

Rep Training in November & December

- Approximately 3-4 teams had approached Rob about exceptions to rule 2.6.2
- All of these teams are intending to use the GMBA time at Marden
- With shortened season due to COVID, teams feel they are behind in development
- We don't foresee any teams abusing this and they have to submit attendance for any team activities so it can be monitored and shut down if need be.
- Insurance will still cover the players

MOTION: For 2021 season, all GMBA rep teams will be allowed to practice/workout during the months of November and December with prior approval from GMBA Rep Committee.

Moved by Stefanie, Seconded by Adam, Motion Carried

Adjournment

Motion to adjourn was moved by Rob, Seconded by Dave. Motion Carried.

Meeting was adjourned at 8:44pm.