

**Glen Cairn Ladies Softball League  
Annual General Meeting  
Wed Sept. 20, 2017  
Kanata Baptist Church, Kanata  
6:30-9:00 p.m.**

**Present:** Erika Schom, **President;** MJ Arpin, **Vice President;** Lynn Preston, **Secretary;** JoLynn Ayotte, **Treasurer;** Liza Regimbal, **Statistician**

Katie Riddell, Christine Anderson, Janice Emerson, Carol Riley, Heidi Pinsent, Lynn Cameron, Denise Bogart, Katie Flansbury, Mandy Moskal, Sharon Carbonette, Kim Myles, Amie Talbot, Gail Nezan, Kim Kirby, Jes Levoy, Mags Murphy, Robin Gyimesi, Jay Thompson, Debbie Rogers, Karen Bailey, Cathy Kelly, Laura May, Liz Warren, Lisa Prentiss, Julie Rollins, Jackie Banning, Julie Rathwell, Chauntelle Denault, Rosanne MacMillan, Erika Smith, Jaime Carruthers, Sherry Timmins, Maddie Cleroux, Kim Bond, Ruth Kadolph, Debbie Ward, Kim Wicker, Jen Quinn, Joy Thomson, Carlotta Virgin, Stephanie Quinn, Karen Irving, Bani Ahara, Steph Wilson, Linda Wilson, Alexis Reid, Karen Wood

**1. Welcome, Meeting Objectives and Ground Rules**

Erika Schom, President, welcomed all and outlined the objectives for the meeting and rules for discussion

**2. Review of Minutes from AGM 2016**

Lynn Preston, Secretary, read out the highlights of last year's AGM minutes

**3. Acceptance of 2016 AGM minutes**

Moved: Kim Kirby Seconded: Heidi Pinsent That the minutes of the 2016 AGM be accepted as presented. Disposition: Carried

**4. Financial Report and member acceptance**

JoLynn Ayotte, Treasurer, presented the financial report to date (attached). Bottom line is we will likely have approximately \$1500 to carry over into 2018.

**5. Committee Reports**

- a) **Rules and Equipment** committee (attached). Bani reported that the league bought Softball Canada Rule books for each team this year. There was still some confusion mentioned about the pitching rules and how they are applied. Comments included the desire to have more Rules Flashes next year. Robin gave the equipment report and reported that new balls, pithing rubbers, ice packs, bats (2 per team), and first aid kits were bought this year costing \$5,800.
- b) **Tournament** Committee. Erika reported all went well with tournament committee
- c) **Fundraising** Committee No report was given
- d) **Year End Banquet and Awards Committee (attached)** Christine reported that this year's theme is Hallowe'en. There will be a new DJ this year who sings and does impersonations. Karen Bailey will be preparing a video this year and they will be available for sale. There will be a raffle for 2 bats. Dinner will be Lone Star and a pot luck Dessert table. There will be a prize for best decorated table. Cost for the night will be \$2,400
- e) **Sponsorship Committee (attached)** Robin reported that there were 2 new sponsors this year – Yoga for Your Knots and Hogs Back Brewery. Thank you. Kanata Sports Club this year sponsored not only a team but the entire league for a total donation of \$750. Thanks KSC.

f) **Communications Committee (see attached)** In Julie Trembley's absence, Cathy Kelly reported that several changes were made to the website this year. She thanked Sierra Emmerson and Karen Bailey for setting up and maintaining the website this year. Next year more effort must be spent on co-ordinating communication efforts

**6. 2018 Executive**

MJ introduced the 2018 Executive:

- Erika Schom, President
- MJ Arpin, Vice President
- Lynn Preston, Secretary
- JoLynn Ayotte, Treasurer
- Liza Regimbal, Statistician
- Captains: Sherry, Timmins, Christine Anderson, Robin Gyimesi, Jen Quinn, Cathy Kelly, Leah Mammoletti, Julie Tremblay, Bani Ahara, Karen Wood and New Captain: Alexis Reid

7. **Thank you to Leaving Captain:** Erika Smith. MJ thanked Erika Smith for her years of service. Erika will be honoured at the banquet

**8. President Update**

Erika Schom gave her president's report. She reported the efforts of the League Philosophy Committee that concluded the following as a definition of the type of league the GCLSL is

*This is a recreational fastpitch league with a competitive spirit. Fun is our first objective and the reason we play. We are inclusive and welcome all players who want to play. We support and encourage our fellow players to have fun, to improve skills and to do their best.*

She shared that this season we had 28 rainouts in the regular season and playoffs and gave credit to Vice President MJ Arpin for doing such a good job to reschedule. She stressed that it was the role of the executive to identify and deliver the type of league the players wanted. As such a second league- wide survey was completed to determine member's satisfaction level with the league and its activities. She reported an over 80% participation rate for the survey. The survey gave good information on how members feel about level of competition, level of pitching, how much they liked their team and other factors.

**9. New Business**

Discussion of the survey led to identification of some of the issues to be addressed under new business. The following will be dealt with over the winter as per the consensus of the attendees of the meeting:

- Work on definition of second pitcher
- Continue to work with pitching committee to clarify rules
- Investigate the need for a back up catcher rule
- Hold pitcher and catcher clinics in the off season
- Vote on the use of holiday Mondays in next year's season
- Vote on having free beer at the club next year
- Continue with a recruitment strategy

Continue with fundraising efforts

Other items discussed include:

- Instead of having free beer at the club maybe offer free pizza at the banquet or give out free drink tickets at the banquet
- Use money to get a Go Hut on site all season (or even during the tournaments)
- Volunteers are greatly needed to implement some of these recommendations
- Offer free banquet tickets to members who bring in new league members

#### **10. Topics Raised by Members**

- Have a list of spares (beyond our 130 members) from which to draw on (discussion led to dropping this idea)
- Use fundraising money not league fees for things like free beer etc.
- New player rules were changed at playoffs – number of games played to be eligible for playoffs prorated depending on when player joined league
- As a recreational league should we allow intentional walking of good batters (to be further discussed in off season)
- Playoff Format. Change was suggested so that 10<sup>th</sup> place team doesn't have to play 1<sup>st</sup> place as it is deemed unfair. This idea was dropped as this season we saw the 9<sup>th</sup> place team make it to the finals.
- It was suggested the September tournament be held after playoffs
- Put a Go Pro on umpire helmets for end of season video
- Have umpires pick MVP for tournament games. Give prizes of socks, shirts
- League should have players try out to determine skill level and suitability and to assess for draft
- Change Sept tournament weekend so it is not the same week as Back to School
- Put a video on the website showing the level of play of our league. Use drone footage
- Should there be a committee to deal with umpires? How to deal with bad ones. MJ reported she had one dismissed from our league by discussing the issue with the UIC. Let Vice President know of issue so she can deal with UIC

There was a draw for a FREE Season in 2018. Winner was Cathy Kelly.

Moved by MJ Arpin, Seconded by Stephanie Black: Meeting adjourned at 8:10 p.m.

A sign-up sheet was provided for those wishing to volunteer. If anyone would like to volunteer for anything, contact the secretary.

<b>Name</b>	<b>Where to Volunteer</b>
Karen Wood	Pitching Committee
Denise Bogart	Pitching Committee
Julie Rathwell	Fundraising, Anything
Jay Thompson	Communications
Kim Bond	Anything
Jackie Banning	Pitching, catching
Jaime Carruthers	Clinics, Whatever MJ wants
Steph Wilson	Something fun!!
Linda Wilson	Anything but not in winter
Amie Talbot	Fundraising and clinics
Rosanne MacMillan	Anything FUN
Joy Thomson	Clinics, Batting at Dingers, Anything
Sharon Carbonette	Fundraising
Kim Myles	Recruiting, Birthday parties
Gail Nezan	Multi Media

**TOPIC:** Communications Sub-Committee

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**Date:** Wednesday, September 20, 2017

**COMMITTEE MEMBERS:** Cathy Kelly, Julie Tremblay

**CONTACT LEAD:** Julie Tremblay

**GOAL/ACTION:**

Enhance the GCLSL website so that it is more mobile friendly based on feedback from 2016 survey.

**OBJECTIVES FOR THE 2017 SEASON:**

*Provide an overview of your objectives for the committee for 2017 season*

OBJECTIVE 1: Enhance, revamp & maintain the GCLSL website so that it is more mobile friendly.

OBJECTIVE 2: Clarify what the GCLSL Communication products are for the 2017 season.

**Budget 2017 – augment as needed. Delete if not relevant to your committee**

**EXPENDITURES**

Expenditures		
Web hosting server	HostGator	\$95/3 years
Domain renewal (gclsl.com)	10dollars	\$50.71/3 years
<b>Total: \$146.00</b>		

**Summary of Activities:**

*What activities were completed?*

- GCLSL - Volunteer feedback re: Communication (Circulated email to volunteers who put down either anything, communication, social media or website at 2016 AGM) – November 2016.
- Gathered volunteer feedback – December 2016.
- Completed inventory of current communication products that are successful for GCLSL.
- Feedback and assistance from previous webmistress and president in development of new website tabs, etc.
- Worked with volunteer web designer for website revamp.
- Finalized details for website revamp and launch.

***Achievements:***

*List what you accomplished this year*

- Sierra Emmerson's countless hours for coding and set up of mobile friendly website.
- Kudos to former webmistress accomplishments of past websites.
- Feedback from Executive of mobile-friendly website.
- Launch of mobile-friendly GCLSL website.
- Cathy Kelly put in much hours to learn about web host with Sierra as well as all the postings to website.
- Maintained budget at lower cost.

***Lessons to apply in 2018:***

*Note to your future self or next committee lead*

- Lead should ask for more assistance from committee member, at times, did not forward information in time.
- Seek volunteers from the League who have Communication/Website background/knowledge.
- Develop a Communication Activity Plan in conjunction with league events, fundraisers, etc.
- Create a monthly schedule of upcoming tasks that include communications tasks.
- Ensure back up's are in place for every position in case someone retires, moves, etc.
- Maintain website activities more frequently.
- Standings should be updated by end of week (Saturday at the latest)

***2018 next steps:***

*What should the committee continue, implement or grow upon next season?*

- Continue defining Communication plan at the end of each season for the following year.
- Add Communications as a main Committee not a Sub-Committee.
- Committee should consist of three members, including the Statistician.
- Appoint a Comms Coordinator and Comms officer within the Committee

- Implement a clearer Terms of Reference for the Committee and communication plan and add to league's constitution.
- Keep website fresh, seek ideas via surveys.
- Create a Twitter or Instagram account.
- Develop a social media plan and have a member on the Committee drive the plan with the volunteers.
- Engage more volunteers to sit on the Committee not just provide ideas.
- Up membership/player recruitment by new recruit incentive:
  - ***To help our league grow, challenge players to introduce the league to a friend.***
  - ***For all new players that are referred and registers, the league will give you a \$10.00 voucher to spend at KSC and the new player will get a \$5.00 voucher.***

## TOPIC: Sponsorship Committee

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**Date:** Wednesday, September 20, 2017

**COMMITTEE MEMBERS:** Robin Gyimesi

**CONTACT LEAD:** Robin Gyimesi

### **OBJECTIVE FOR THE 2017 SEASON:**

To secure sponsors for the 2017 Year with a new tiered sponsorship model

- Approach Sponsors from 2016 for renewed sponsorship for 2017
- Approach new Sponsors as required

### **Tiered Sponsorship Offered for 2017:**

#### **\$1000 (1 sponsorship available)**

- Company **name** sponsor bar displayed **with premium positioning** on all 130 player game shirts worn at each game for 17 weeks.
- A recognition plaque for display at your place of business.
- Your **company name/logo** (which will be prominently displayed on our website), contact information and website link on the **GCLSL** website and Facebook page.
- Access to forward email promotions to our 130 league members through the GCLSL secretary throughout the year.
- Recognition at the **GCLSL** tournament and year-end party.
- Your banner displayed at both the May and September tournaments.

#### **\$500 (2 sponsorships available)**

- Company name sponsor shoulder patch on all 130 player game shirts worn at each game for 17 weeks.
- A recognition plaque for display at your place of business
- Your company logo, contact information and website link on the **GCLSL** website and Facebook page.
- Recognition at the **GCLSL** year-end party.

#### **\$250 (10 sponsorships available)**

- Company name sponsor logo on a team's game shirts. (13 players in total)
- Game shirts worn at minimum once per week for 17 weeks.

- Team name referred to as company ***name*** team on all league material (website, league schedule, Facebook site, stats and standings). (130 players, families and fans will be made aware of your company.)
- A letter for display at your place of business.
- Your company logo, contact information and website link on the **GCLSL** website and Facebook page.
- Recognition at the **GCLSL** end of year party.

**ACHIEVEMENTS:**

- Secured 10 Team Sponsors (\$250.00 each)
- Secured 2 Sleeve Sponsor (\$500.00 each)

**2017 NEXT STEPS**

- Send thank you letters and plaques (if required) in appreciation for sponsorship

## **TOPIC:     Equipment Committee**

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**Date:** Wednesday, September 20, 2017

**COMMITTEE MEMBERS:** Equipment & First-Aid

**CONTACT LEAD:** Bani Ahara and Robin Gyimisi

**ACTION:**     Items purchased: 12 doz Balls = \$1105.00 (budget was for \$1080);  
                  4 x Pitching Rubbers = \$115.40 (no budget);  
                  First-aid + Ice Packs = \$76.97 (budget \$113.00);  
                  Metal box for first aid items - \$50.00 (did not purchase)

### **Lesson learned:**

**Ice-packs:** The instant ice-packs are not as cold as real ice. I have tried 5 different types in the last few years from different suppliers and none meet frozen ice-packs or real ice. Looking for suggestions!

**Balls:**       Found some balls still tore at the seam but not as many. So the quality seems better than we've had in the last couple of years. Pitchers seem happy with the seams. Dissatisfied with the Toronto supplier so will be likely order same balls from local supplier

**Pitching Rubbers:** Pitchers have had no complaints against using the rubbers. Need to purchase the 6" wide rubbers for next year. Budget to be provided

### **OBJECTIVE FOR THE 2018 SEASON:**

Would like to suggest that all captains return new and used balls so we can redistribute them evenly for next year. Every year certain captains complaint that they do not have any used balls at the beginning of the season. This will allow us to distribute used and new balls evenly for next year's season. Balls can be left in the two bins (with locks) as they finish the season and I will collect them as teams finish their season. I would encourage return of ALL types of balls issued over the years so we can also keep the same type of ball.

Captains be held responsible for making sure that the First-aid kits & Icepacks are properly put back in the metal boxes so to keep them in usable condition.

**NEW EQUIPMENT:** To be determined (such as bats, catcher's equipment)

## **TOPIC: Rules Committee**

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**Date:** Wednesday, September 20, 2017

**COMMITTEE MEMBERS:** Rules Committee

**CONTACT LEAD:** Bani Ahara

**ACTION:** Items purchased: 15 x Softball Canada Rules - \$219.00

As no complaints or concerns were brought up to this committee regarding the understanding of the General Rules through the season, we are in agreement that the General Rules are very much in place and do not require any further changes for 2018 season.

**Lesson learned:** Cannot go through the season where one or more rule is bent, not followed or misinterpreted.

Pitching Rules are still in contestation, specifically regarding the definition of backup pitcher and their use during the ball season including playoffs & tournaments. This rule was changed just prior to the playoffs games and therefore needs to be clearly defined for 2018.

**Concern:** No feedback on 'Rules Flash' from the captains or the league members. Would like to know if this is something the members would like us to continue sending out for 2018 season?

**Pitching Rubbers:** Pitchers have had no complaints against using the rubbers. Need to purchase the 6" wide rubbers for next year. Budget to be provided

### **OBJECTIVE FOR THE 2018 SEASON:**

- Provide clarification to league rules where disputes/confusion have previously arisen
- Further clarify any existing rules where there continued to be confusion/disputes during the season
- Identify any new rules to add based on issues/disputed which arose during the 2017 season.

<b>Financial Statement for per ended</b>	<b>October 31/2014</b>	<b>Actual as of Sept 23/2015</b>	<b>Projected</b>	<b>Projected Yr End</b>
<b>Opening bank balance</b>	\$ 3,303.87	\$ 1,609.93		\$ 1,609.93
<b>Revenues</b>				
Registration Fees	\$16,857.54	\$ 17,391.00		\$ 17,391.00
Team Sponsors	\$2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
Tournament Sponsors	\$930.00	\$ 500.00		\$ 500.00
Fund Raiser		\$ 985.20		\$ 985.20
Banquet Tickets	\$0.00		\$ 1,140.00	\$ 1,140.00
50/50 Tickets	\$3,481.00	\$ 1,954.00		\$ 1,954.00
misc	\$159.31	\$ 0.40		\$ 0.40
<b>Total Revenue</b>	\$ 23,927.85	\$ 23,330.60	\$ 1,140.00	\$ 24,470.60
<b>Expenditures</b>				
<b>Accounts Payable</b>	<b>211.91</b>			
Diamond rentals	\$7,876.06	\$ 7,881.81	\$ 124.86	\$ 8,006.67
Umpires	\$4,662.00	\$ 6,030.00	\$ (288.00)	\$ 5,742.00
Insurance	\$550.00	\$ 550.00	\$ -	\$ 550.00
May tournament	\$1,521.30	\$ 500.00	\$ -	\$ 500.00
Sept tournament	\$1,840.40		\$ 0	\$ -
Team t-shirts	\$1,513.07	\$ 1,563.87	\$ -	\$ 1,563.87
KSC Memberships	\$1,920.00	\$ 1,875.00	\$ 45.00	\$ 1,920.00
Equipment	\$412.42	\$ 1,256.63	\$ -	\$ 1,256.63
Facility Rental	\$50.68	\$ 119.85	\$ -	\$ 119.85

Banquet	\$3,455.00		\$ 3,003.87	\$ 3,003.87
Year end video	\$400.00		\$ -	\$ -
Website fee	\$292.21	\$ 29.52	\$ -	\$ 29.52
Clinics	\$158.28		\$ -	\$ -
Miscellaneous	\$758.46	\$ 253.41	\$ 100.00	\$ 353.41
Total Expenditures	\$ 25,621.79	\$ 20,060.09	\$ 2,985.73	\$ 23,045.82
<b>Revenues less expenses</b>	\$ (1,693.94)	\$ 3,270.51	\$ (1,845.73)	\$ 1,424.78
<b>Ending bank balance</b>	\$ 1,609.93	\$ 4,880.44		\$ 3,034.71

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GCLSL

Sept 15, 2017 BANK balance:	\$ 4,621.79
less: outstanding cheques	1,183.93
cash available	\$ 3,437.86

OUTSTANDING EXPENSES:

Banquet costs:	food (50%)	1,330.00
	prizes	300.00
	misc	100.00
year-end video		400.00
pizza, etc - Appreciation night		600.00
subtotal		707.86
ADD: banquet ticket sales		1,150.00
(conservative estimate)		
\$10 x 115 people		
funds available	<hr/>	\$ 1,857.86