

**East Coast Rainbow Softball Association (ECRSA)
Meeting Minutes**

January 28, 2017

Present: Robin Perry, Cam Munsie, Doug Bungay, Heidi Langille, Kent Mercer GUEST: Adam Reid, ED Halifax PRIDE

Item	Discussion/Decision	Action
1. 2016 Kick off to Pride (KOTP) tournament de-brief	Adam Reid the Ed of Pride met with the commission to discuss long standing frustrations and develop a collaborative plan of moving forward. ECRSA has had frustration with a lack of communication and clarity with PRIDE. Adam acknowledged and apologized for this. Going forward ECRSA has agreed to develop a 'project plan' of timelines as they relate to the KOTP and Adam has agreed to be the one point of contact for Pride.	Develop a time line project plan for KOTP and plan a mid-pride week 'pick-up' game to increase ECRSA visibility and recruitment. DOUG to develop and send timeline template to commission by February 18 2017.
2. Secretary/Treasurer Position	One position. Secretary is responsible for agenda distribution, minutes and document storage. Treasure will set and monitor overall and line item budget.	DOUG has agreed to take on this role for the 2017 season.
3. Registration Dates	There will be two and possible three registration events: March 12, 2017 April 2, 2017 April 16, 2017 Each event will be held 2-5PM. Locations TBD.	KENT: To secure venues by February 18, 2017.
4. Registration Process	Current process of on-site registration works, however there can be efficiencies captured in the process to ensure effectiveness.	DOUG: To evaluate and prepare the process. Outline document to commission by February 18, 2017.
5. PayPal	This is a good option. Increased use by players last year. Will make available again this year.	CAM: To review PayPal Account and send info to DOUG before deployment.
6. Registration Form	Updating and revisions under way.	ROBIN: To revise for distribution and posting on website by February 18, 2017.
7. Fields	Some concerns with regard to field condition last year and the condition this year.	HEIDI: To contact Field Booker at DND to discuss a plan for managing issues by February 18, 2017 and begin the process for booking the fields.

8. Days of Play	<p>OPENING DAY: Sunday May 28, 2017 (Time TBD based on # of teams).</p> <p>LAST GAME OF THE SEASON: September 24, 2017</p> <p>NO GAME PLAY: Canada Day or Labour Day Weekend or KOTP Weekend</p> <p>POSSIBLE GAME PLAY (Pick-up or Rain out) Natal Day Weekend</p>	HEIDI: To book days with DND
9. KOTP Tournament	TBD based on Pride festival dates	
10. Slow Pitch Nation (SPN) Insurance	Every year the league has opted for this overall general insurance for players. Cost runs between \$ 75-100/team, however does provide some level of assurance for commission and players.	DOUG: Will connect with Mike from SPN to ensure appropriate paper work is filed prior to opening day.
11. Umpires	Umpires provides the leagues with a level of legitimacy. SPN will again provide this service for ERCSA.	DOUG: Has connected with Mike and Jason from SPN and asked them to bookmark Sundays for ERCSA. They have agreed to do so. Cost pending based on number of games.
12. Directors and Officers Liability insurance	D&O liability insurance protects the individuals on the commission and the league from outside action. ERCSA has held D&O insurance for the last 5 years.	DOUG: Will work with McDonald-Trask insurers and Recreation Nova Scotia (RNS) to renew the D&O policy.
13. Sponsors	Several sponsors have agreed to return for the 2017 season. They include: Venus Envy, Solar Global Solutions, Ocean Stone Resort and Freak Lunch Box.	<p>ROBIN: Will reach out to past sponsors and continue to seek out new ones.</p> <p>PROCESS POINT: Robin is the lead for sponsors. Please refer all interested parties to the ERCSA website, email or Robin directly.</p>
14. Operations Commission Member	The operations commission member is responsible for setting up and braking down the field and managing the gear. A member had expressed interest after the AGM last year and the commission has been in discussion to conform the appointment.	DOUG and KENT: To follow up ASAP and determine interest in taking the position.
15. KOTP Commission Member	Another post-AGM request for this position has come to the commission, however the position was filled at the AGM by Heidi Langille.	ROBIN: To reach out and see if the individual is interested in volunteering on the KOTP committee, as this is a big job and lots of help will be needed.
16. Communications	Communications includes email, social media and website maintenance. All face to face and email communication should be funneled to and from Robin, as he will make the decision who	ROBIN: to manage email and verbal responses and SM posts. DOUG: to manage website and continue working

	is the best to reply. The goal is to minimize cross communication and increase consistent messaging.	with external person to help keep website fresh and current.
17. Annual General Meeting (AGM)	Set for October 21, 2017. Location TBD	KENT: to work on securing a venue for the AGM.
18. Uniforms	Lots of debate reading the nature and style of uniforms.	DOUG: To follow up with a couple vendors to ensure we have choice. ROBIN: to send Doug contact information regarding a uniform company by February 18, 2017.
19. ECRSA Wear	Looking at getting some t shirts, hoodies, sweatpants with ECRSA logo for members to purchase.	KENT: To get more information and possible prototypes to be reviewed by the commission by February 18, 2017.
20. First Aid Kits	Ongoing issue keeping them available for players.	KENT: Will replenish what we have and create a process whereby they are monitored and kept secure.
21. Bats in Bucket	Ongoing issues with consistent bat availability to ensure equal access by both teams. A number of strategies suggested to do this and keep costs reasonable.	HEIDI: To evaluate current bat supply and make recommendations.
22. Pool Night	As part of the social events, the leagues is arranging a Pool Night at a local Dooley's. Date TBD.	KENT: to secure site and a date by February 18, 2017.
23. Mailbox keys	2 keys with new lock. PO box is on Spring Garden Road	ROBIN and DOUG have keys and will work out a plan to manage the mail box.
24. Softballs	Last year the league moved to a Hot Dot as a safety precaution as they have a limited speed no matter how hard they are hit with the bat.	KENT and DOUG to talk with new operations manager to discuss purchase in bulk to keep costs low. (Mike from SPN may be able to help.)
25. Next Meeting	February 18, 2017	DOUG: To arrange location

Items for Next meeting:

- North American Gay Amateur Athletics Association meeting in August
- Registration Fee

Please send you agenda items to Doug no later than February 11, 2017.

Respectfully Submitted,
Doug Bungay 2017 Secretary/Treasurer