



BOARD MEETING #2
SATURDAY | 05 Nov 2022
Maids Head Hotel - IN PERSON

BOARD MEETING 02

Meeting of the Board of the Norwich ICENI Baseball Club

5th November 2020 | 11.08 am - 12.30 pm | MAIDS HEAD HOTEL

ATTENDEES: Chair: *Tom Thornhill (TT)*, Vice-Chair: *Phil Walmsley (PW)*, Secretary: *Ara Gumban (AG)*, Communication

s Officer: *Ana Coutinho (AC)*, Treasurer: *Denis Morales (DM)*, Grounds Officer: *Brad Mclean*, Warriors Team Manager: *Sim Ralph (SR)*, Social Secretary: *Gabi Balt (GB)*
Apologies: Norfolk Baseball League Commissioner: *Andreas Fopp (AF)*

Observers: Matt Bone

<p>2.1. Chair's Welcome, Introductions & Apologies</p>	<ul style="list-style-type: none"> • TT welcomed GB to the Board and thanked everyone for stepping up to their positions and explained the new constitution (voted at the AGM prior to this meeting).
<p>2.2. Declaration of Interests</p>	<p>TT declared that he is President of the British Baseball Federation & Chair of the East of England Baseball league</p> <p>No other interests were declared</p>
<p>2.3. Consideration of Co-Option of</p> <p><i>2.3.1. Ara Gumban (AG) as ICENI Queens Team Manager</i></p>	<ul style="list-style-type: none"> • AG was co-opted unanimously by the Board as IcenI Queens Team Manager



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<p>ACTION POINT 2.3.1 QUEEN'S PROPOSAL</p>	<p>○ AG to write a proposal to submit to AF about 2022-2023 ICENI Queens Plan – increase female players and training opportunities for female members of Norwich ICENI through more exposure to baseball using various strategies</p>
<p><i>2.3.2. Tom Thornhill (TT) as ICENI Team Manager</i></p>	<p>Vice-Chair Phils Walmsley (PW) became chair of the meeting</p> <ul style="list-style-type: none"> • TT was co-opted unanimously by the Board as ICENI Team Manager
<p>2.4. Expectations of 2023 Board</p> <p><i>2.4.1. Confidentiality</i></p> <p><i>2.4.2. Board expectations relating to meeting preparation</i></p>	<p>TT became chair of the meeting</p> <ul style="list-style-type: none"> • TT explained importance of confidentiality • Board agreed to hold confidentiality within the Board about sensitive information • TT explained the importance of delegation to the Board as well as to their respective committees. • TT outlined the expectations of Board members relating to meeting preparations and preparedness. • BM proposed that we plan in and host the next three Board meetings in person now.
<p>ACTION POINT 2.4.2 MEETING SCHEDULE</p>	<p>○ AG to schedule the next three Board Meetings: <i>Proposed on Monday evenings at 6 PM on January, March, & May of 2023.</i></p>
<p><i>Personal Notes of the Secretary</i></p>	<p>Proposed Venue: <i>Bond No.28</i> Proposed Dates are:</p> <ul style="list-style-type: none"> • <i>9th of January</i> • <i>6th of March</i> • <i>8th of May</i>



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<p>2.5. Nomination of Safeguarding Officer</p>	<ul style="list-style-type: none"> • TT proposed that SR should be appointed as Safeguarding Officer • The Board voted unanimously for the motion • The Board also agreed that it would be prudent to create a specific safeguarding email
<p>ACTION POINT 2.5 SAFEGUARDING INFOS</p>	<ul style="list-style-type: none"> ○ TT to create a Safeguarding email and to forward on any relating documentation and emails.
<p>2.6. Establishment of 2023 Committees</p>	<ul style="list-style-type: none"> • The Board voted to approve the following ad hoc committees and their chairs: Committee Chairs <ol style="list-style-type: none"> 1. GROUNDS - <i>Brad Mclean (BM)</i> 2. TEAMS, COACHING, & DEVELOPMENT - <i>Sim Ralph (SR)</i> 3. MARKETING & COMMS - <i>Ana Coutinho (AC)</i> 4. NORFOLK BASEBALL LEAGUE - <i>Andreas Fopp (AF)</i> • The Board agreed that it would like clarity over the role of coaches and training plans from the Teams Coaching and Development committee. • BM proposed that the committee should consider creating training plans and train up 8-9 individuals to be able to deliver these plans. • Discussion to invest in training specifically in coaching, umpiring, and game development (clinics)
<p>ACTION POINT 2.6.1 BATTING CAGE</p>	<ul style="list-style-type: none"> ○ BM to arrange for the deconstruction of the Batting cage in Early December for the winter and to arrange for items in the lockup to go into TT's garage



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<p>ACTION POINT 2.6.2 TRAINING 'COACHES'</p>	<ul style="list-style-type: none"> ○ SR and Teams Committee to appoint 2023 Head Coach ○ <i>Teams Committee to discuss the creation of training plans and training of additional coaches (Session Leaders)</i>
<p>ACTION POINT 2.6.2a CLINICS</p>	<ul style="list-style-type: none"> ○ Teams, Coaching and Development Committee to arrange for Coaching Pitching and Catching Clinics with Will Lintern or a suitable alternative)
<p>ACTION POINT 2.6.2b UMPIRE TRAINING</p>	<ul style="list-style-type: none"> ○ Teams, coaching and development committee to also consider the training of umpires.
<p>ACTION POINT 2.6.3 COMMS BUDGET</p>	<ul style="list-style-type: none"> ○ AC to meet with Comms Committee to plan marketing strategy and budget for marketing tools
<p>2.7. Review of Board Brief Document</p>	<p>The Board reviewed TT's document. There were no questions.</p>
<p>2.8. Any Other Business (AOB)</p> <p>2.8.1 PW Marketing proposal for Iceni at 2023 Fair</p> <p>2.8.2 BM Health and Safety and Insurance</p>	<ul style="list-style-type: none"> • PW outlined to the group about the possibility of utilising the batting cage at a fair around July 4th weekend. The Board agreed to postpone this decision until a date closer to the time of the event. • As a result of a line of questioning from the Annual General Meeting, BM proposed that this Board verifies it's indemnity insurance as well as drafts a health and safety policy.



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<p>...2.8.2 BM Health and Safety and Insurance</p> <p>2.8.3 Treasury</p>	<ul style="list-style-type: none"> • BM also proposed that the Board obtain more Hewett Academy keys. PW outlined there may be some restrictions relating to creating multiple keys for the school. BM outlined a proposal that allocates responsibility to Board members. • Treasurer DM stated that he will set up the 2023 ledger and log into the bank account • The Board agreed that DM should remove Jonny Benton as the account holder name and put the name of the account into the name of the Club if possible
<p>ACTION POINT 2.8.2</p> <p>INSURANCE and HEALTH & SAFETY</p>	<ul style="list-style-type: none"> ○ TT to send BM insurance details. ○ BM & AG to draft and review health and safety policy ○ BM to inquire w/ Hewett Academy about having more keys — assignment of “Key Holders” with a list of names to give to the school
<p>ACTION POINT 2.8.3</p> <p>TREASURER (DM)</p>	<ul style="list-style-type: none"> ○ DM to setup Ledger ○ DM to update bank account name
<p>— End of Document —</p>	