



**Board Meeting - 23 #7 Minutes**  
**MONDAY | 17 JULY 2023**  
**6:30pm-08:30pm**  
**Meeting of the Board of Officials**



## **Norwich Icení Baseball Club**

Minutes of Meeting #7 of the 2023 Board Officials

17<sup>th</sup> July 2023 18:30

In Person

### **Board Officials Present**

Tom Thornhill – Chairman & Icení Team Manager (TT)  
Ana Coutinho – Marketing and Communications (AC)  
Dennis Morales - Treasurer (DM)  
Brad Mclean – Grounds Officer (BM)  
Andreas Fopp – Norfolk Baseball League Commissioner (AF)  
Sim Ralph – Warriors Team Manager (SR)  
Abi Elizabeth – Queens Team Manager (AE)

### **Guest Present**

None

### **Apologies for absence**

Phil Walmsley – Vice Chairman

### **Minutes Written by**

Tom Thornhill - Chairman

### **Approved by the Board on:**

19.09.2023 Meeting #8



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<u>No.</u>	<u>Topic &amp; Decisions</u>
	- Meeting Commences at 18:30 -
7.1	<p><b><u>Chair's Welcome, Introductions and Apologies</u></b></p> <p>TT welcomed the attendees to the meeting.</p>
7.2	<p><b><u>Declarations of Interest</u></b></p> <p>No new declarations were made at this meeting.</p>
7.3	<p><b><u>Approval of Meeting Minutes #5 &amp; #6</u></b></p> <p>The Board approved both minutes unanimously.</p>
7.4	<p><b>Review of Previous meeting</b></p> <p><b>5.5 UEA Fee</b> AF to follow up with Sam Butt in regards to UEA Fee <b>(Rolled Over)</b></p> <p><b>5.9 Latin Tigers</b> <b>Action:</b> AF to speak with Ariel regarding new Latin Tigers team. <b>(Rolled Over)</b></p> <p><b>5.9 Damp Proof Box</b> <b>Action:</b> AF to look into purchase of a damp-proof box for the pitching machine battery. <b>(Rolled Over)</b></p> <p><b>5.9 Marketing Targeting</b> <b>Action:</b> AC and TT to begin targeting via marketing channels teenage demographic. <b>(Rolled Over)</b></p> <p><b>6.3 Approval of Meeting Minutes #5</b> <b>Action:</b> TT to amend minutes and publish for the Board's review offline. <b>(Action Completed)</b></p> <p><b>6.6 Vote to Approve Rules and Regulations</b> <b>Action:</b> AC to publish new policies on the website <b>(Action Completed)</b></p> <p><b>6.7 Treasurer Report</b> <b>Action:</b> DM to send out for payments for the second half local league. <b>(Action Completed)</b></p> <p><b>6.8 DBS Checks for Icení Captains, Board Officials and Local League Captains</b> <b>Action:</b> SR to sort DBS Checks for applicable club members and upload copies to the G Drive <b>(Rolled Over)</b></p> <p><b>6.8 Injuries and treatment especially recent major ones</b> <b>Action:</b> PW to review first aid kits. <b>(Rolled Over)</b> <b>Action:</b> PW to review first aid courses for captains. <b>(Rolled Over)</b></p>



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<b>7.5</b>	<p><b><u>Finance Report</u></b></p> <p>DM updated the Board on the current state of the finances.</p>
<b>7.6</b>	<p><b><u>BBF Roster Rules</u></b></p> <p>The Board clarified the BBF roster rules.</p>
<b>7.7</b>	<p><b><u>Non-Payment Precedent/Rules</u></b></p> <p>The Board agreed to reinforced the terms and conditions clauses outlined in the sign-up form relating to non-payment.</p>
<b>7.8</b>	<p><b><u>Returning Members Policy</u></b></p> <p>The Board agreed to draft a returning members policy and to update the Spond system to allow for an approval system of new members before joining the club.</p> <p><b>Action:</b> TT to draft a returning members policy.  <b>Action:</b> TT to work with AC on adapting spond to the new policy if approved by the Board.</p>
<b>7.9</b>	<p><b><u>Ground Maintenance / Development</u></b></p> <p>The Board agreed to the following priority list of Ground Development activities.</p> <p>Non-Permanent Outfield Fence  Infield Cut Out  Dug Outs</p> <p><b>Action:</b> BM to take forward Ground Development Activity</p>
<b>7.10</b>	<p><b><u>End of Season Meal / AGM Pack</u></b></p> <p>TT updated the Board on Gabi's updates relating to the end of season event.</p> <p><b>Action:</b> TT to continue to work with Gabi on booking end of Season meal and AGM</p>
<b>7.11</b>	<p><b><u>AOB – None</u></b></p>
	- Meeting Ends at 20:30 -

- End of Document -