



Board Meeting - 24 #2 Minutes
MONDAY | 18 DEC 2023
8:30pm-10:00pm
Meeting of the Board of Officials



Norwich Icení Baseball Club

Minutes of Meeting #2 of the 2024 Board Officials

18th December 2023 20:30

Online

Board Officials Present

Tom Thornhill – Chairman (TT)

Abi Ulrych – Queens Team Manager (AE)

Liz Overland – Marketing and Communication Officer & Secretary (LO)

Jim Hudson – Grounds Officer (JH)

Shane Ward – Social Secretary (SW)

Sim Ralph – Warriors Team Manager (SR)

James Casey – Treasurer & Icení Team Manager (JC)

Joe Steward – Norfolk Baseball League Commissioner (JS)

Guest Present

None

Apologies for absence

None

Minutes Written by

Tom Thornhill – Chairman (TT)

Approved by the Board on

Meeting #5 - 26th March 2024



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<u>No.</u>	<u>Topic & Decisions</u>
	- Meeting Commences at 8:30pm -
2.1	<p><u>Chair's Welcome, Introductions and Apologies</u></p> <p>TT welcomed the attendees to the meeting.</p>
2.2	<p><u>Declarations of Interest</u></p> <p>TT declared that he is the current Chair of the East of England Baseball League.</p> <p>No other declarations were made.</p>
2.3	<p><u>Approval of Meeting Minutes</u></p>
2.3.1	<p><u>Meeting Minutes #8 2023</u></p> <p>The Board approved the meeting minutes.</p>
2.3.2	<p><u>Meeting Minutes #1 2024</u></p> <p>The Board approved the meeting minutes.</p>
2.3.3	<p><u>Annual General Meeting Minutes 2023</u></p> <p>The Board made no comment on the minutes.</p>
2.4	<p><u>Ratification of Offline Votes</u></p> <p>No offline votes required ratifying.</p>
2.5	<p>Review of Previous meeting</p> <p><u>(2023) 5.5 UEA Fees</u> Action: DM to draft invoice for UEA to pay 2023 Local League Fee (Action allocated to JS)</p> <p><u>(2023) 5.9 AF Pitching Machine Battery</u> Action: AF to look into purchase of a damp-proof box for the pitching machine battery (Action Allocated to JS) New Action: JS to find out where the pitching machine battery is and investigate if machine has been donated to the club if it needs a damp proof box.</p> <p><u>(2023) 6.8 DBS Checks for Icení Captains, Board Officials and Local League Captains</u> Action: SR to sort DBS Checks for applicable club members and upload copies to the G Drive (Action nulled for 2023 and rolled into 2024)</p>



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	<p>New Action: SR to sort DBS Checks for applicable club members and to hold and upload copies to the G Drive</p> <p>(2023) 7.9 Ground Maintenance / Development Action: BM to take forward Ground Development Activity (Nulled)</p> <p>1.8 Winter Training Action: JC to follow up with UEA regarding the hall hire for Winter Training Dates.</p>
2.6	<p><u>Finance Report</u></p> <p>The Board reviewed the latest spend since the beginning of the finance year.</p>
2.7	<p><u>2024 Budget</u></p>
2.7.1	<p><u>Finalise Membership Payment Review</u></p> <p>The Board agreed to decrease all Iceni membership fees to compensate for the BBF's new Player Registration fee of £25 for the 2024 season. The Board agreed that the revenue will be compensated out of the grounds development budget.</p> <p>Action: JC to amend the 2023/2024 budget to show change in membership fee Action: JC to amend spond sign up forms and club forms to compensate for the new fee. Action: TT to propose letter to go to the BBF requesting additional clarification on what is included in the £25 IPR fee. Action: JC to spread installment payments over 8 months rather than over 7. Action: JC to draft a reserves policy for the club</p>
2.7.2	<p><u>Grounds Proposal</u></p> <p>The Board approved JH's proposal for the use of the ground's budgets for maintenance and development of the Hewett diamond.</p> <p>The Board also discussed the new need to locate a new additional long-term site.</p>
2.8	<p><u>Winter Training</u></p>
2.8.1	<p><u>Proposed Dates</u></p> <p>The Board agreed to the proposed winter training dates as proposed by JC.</p> <p>The Board also agreed to charge a small fee for the indoor sessions.</p> <p>Action: JC to set up Spond event for the first winter training of the 2024 season.</p>



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2.8.2	<p><u>Beginner Sessions</u></p> <p>The Board also discussed utilising indoor session for beginners.</p> <p>Action: LO to enquire with her schools over available indoor space to host indoor beginner sessions.</p>
2.8.3	<p><u>Coaches</u></p> <p>The Board agreed to form a coaches committee that would plan the sessions.</p>
2.9	<p><u>BSUK Coaching Summit</u></p> <p>The Board agreed to subsidise attendees at the 2024 coaching summit. So far, Shane Ward and Joe would be available to attend.</p> <p>Action: JS to continue to ask the Local League Captains if they could attend the 2024 Coaching summit.</p>
2.10	<p><u>Spond Set Up</u></p> <p>TT and JC updated the Board on the 2024 setup which had been completed pending the membership fee amendment. This includes a separation of beginners and club members.</p>
2.11	<p><u>Youth Set Up</u></p> <p>TT updated the Board on his progress speaking with Active Norfolk, MLB and BSUK regarding educational baseball activation.</p> <p>In addition, TT informed the Board of the Icení's success in the 2023 BBF youth grant.</p> <p>Action: TT & BM to create Youth plan and propose a visionary plan for the club.</p>
2.12	<p><u>Ad Hoc Committee Approval</u></p> <p>The Board approved the formation of the following Ad Hoc Committees and their Chairs:</p> <ul style="list-style-type: none"> • Grounds (Jim Hudson) • Youth (Tom Thornhill) • Local League (Joe Steward) • Marketing and Communications (Liz Overland)



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2.13	<u>AOB</u>
2.13.1	<u>JS - Local League</u> JS presented a draft of the 2024 local league schedule. Action: JS to confirm if UEA would want to participate in the 2024 Local League Action: JS to redraft the Local League schedule to play less in March and to utilise colney as required Action: JS to redraft the Local League Schedule to not include Tuesdays.
	- Meeting Ends at 10:00pm -

- End of Document -