



Board Meeting - 23 #6 Minutes
MONDAY | 12 JUNE 2023
6:30pm-08:30pm
Meeting of the Board of Officials



Norwich Icení Baseball Club
Minutes of Meeting #6 of the 2023 Board Officials
12th June 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)

Guest Present

None

Apologies for absence

Phil Walmsley – Vice Chairman

Minutes Written by

Tom Thornhill - Chairman

Approved by the Board on:

17th July 2023



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<u>No.</u>	<u>Topic & Decisions</u>
	- Meeting Commences at 18:33 -
6.1	<p><u>Chair's Welcome, Introductions and Apologies</u></p> <p>TT welcomed the attendees to the meeting.</p>
6.2	<p><u>Declarations of Interest</u></p> <p>No new declarations were made at this meeting.</p>
6.3	<p><u>Approval of Meeting Minutes #5</u></p> <p>The Board requested amendments to the minutes.</p> <p>Action: TT to amend minutes and publish for the Board's review offline.</p>
6.4	<p><u>Review of Previous meeting</u></p> <p>5.4.1 Upload of Documents Online Action: AC to Upload Agenda & Minutes on Website (Up to Date) (Action Completed)</p> <p>5.4.2 Backstop Banner Action: TT to progress backstop banner & send Treasurer the invoice (Action Completed)</p> <p>5.4.4 Keys Action: AF to follow up with Sam Butt in Regards to UEA Fee (Rolled Over)</p> <p>5.4.5 Gazebo Purchase Action: DM to purchase x2 gazebos (Action Completed)</p> <p>5.5 UEA Fee AF to follow up with Sam Butt in regards to UEA Fee (Rolled Over)</p> <p>5.5 Beginner Sessions AC and TT to schedule new beginner sessions in April (Action Completed) TT to ask about Matt Pritchard's availability for these sessions (Action Completed)</p> <p>5.6 Safeguarding Action: SR to post on spond internally regarding the Club's safeguarding (Action Completed) Action AC to post about the Club's Safeguarding on all online channels, especially website (Action Completed)</p>



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	<p>5.7 Queens Friendlies Action: AG & TT to work on proposed number of games for Queens and add it in the schedule Amended to AC to follow up with Leicester diamonds to potentially assess friendly and cancel if applicable.</p> <p>5.9 Latin Tigers Action: AF to speak with Ariel regarding new Latin Tigers team. (Rolled Over)</p> <p>5.9 Damp Proof Box Action: AF to look into purchase of a damp-proof box for the pitching machine battery. (Rolled Over)</p> <p>5.9 Awards Night and AGM Action: GB to send proposal to the Board for Awards Night and AGM (Dates and Location) (Removed)</p> <p>5.9 Marketing Targeting Action: AC and TT to begin targeting via marketing channels teenage demographic. (Rolled Over)</p>
<p>6.6</p>	<p>Vote to Approve Rules and Regulations</p> <p>The Board unanimously approved the policies</p> <p>Code of Conduct Disciplinary Procedures Anti Bullying & Harassment Policy Complaints and Grievance Procedure</p> <p>Action: AC to publish new policies on the website</p>
<p>6.7</p>	<p>Treasurer Report</p> <p>DM update the Board on the positive latest figures pending income received from the second half of the local league season. Action: DM to send out for payments for the second half local league.</p>
<p>6.8</p>	<p><u>DBS Checks for Iceni Captains, Board Officials and Local League Captains</u></p> <p>The Board agreed that all captains and Board members or anyone needing to hold a key must be DBS checked.</p> <p>Any member with a current valid DBS check will also be eligible to hold the key.</p> <p>Action: SR to sort DBS Checks for applicable club members and upload copies to the G Drive</p>



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6.9	<p><u>Injuries and treatment especially recent major ones</u></p> <p>The Board agreed to review the current supplies of the first aid kits and resolved that all captains should possess basic first aid training.</p> <p>Action: PW to review first aid kits Action: PW to review first aid courses for captains.</p>
6.10	<p><u>AOB - None</u></p>
	<p>- Meeting Ends at 19:12 -</p>

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