



**Board Meeting - 23 #8 Minutes**  
**MONDAY | 19 SEPT 2023**  
**7:15pm-08:30pm**  
**Meeting of the Board of Officials**



## **Norwich Icení Baseball Club**

Minutes of Meeting #8 of the 2023 Board Officials

19<sup>th</sup> September 2023 18:30

In Person

### **Board Officials Present**

Tom Thornhill – Chairman & Icení Team Manager (TT)

Phil Walmsley – Vice Chairman (PW)

Dennis Morales - Treasurer (DM)

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**

Ana Coutinho – Marketing and Communications (AC)

Brad Mclean – Grounds Officer (BM)

### **Minutes Written by**

Tom Thornhill - Chairman

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

18<sup>th</sup> December 2023



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No.	Topic & Decisions
	- Meeting Commences at 19:15 -
8.1	<p><b><u>Chair's Welcome, Introductions and Apologies</u></b></p> <p>TT welcomed the attendees to the meeting.</p>
8.2	<p><b><u>Declarations of Interest</u></b></p> <p>No new declarations were made at this meeting.</p>
8.3	<p><b><u>Approval of Meeting Minutes #7</u></b></p> <p>The Board approved the minutes presented.</p>
8.4	<p><b><u>Ratification of Offline Votes</u></b></p> <p>8.4.1 Members Policy (Approved)</p> <p>8.4.2 Complaint's and Grievance Policy v2.0 (Approved)</p>
8.5	<p><b>Review of Previous Meeting Actions</b></p> <p><b>5.5 UEA Fee</b>          AF to follow up with Sam Butt in regards to UEA Fee <b>(New Action)</b> DM to draft invoice for UEA to pay <b>2023 Local League Fee</b></p> <p><b>5.9 Latin Tigers</b>  <b>Action:</b> AF to speak with Ariel regarding new Latin Tigers team. <b>(Nulled)</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>(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>(Moved to Agenda Item)</b>  <b>Action:</b> PW to review first aid courses for captains. <b>(Moved to Agenda Item)</b></p>



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	<p><b>7.8 Returning Members Policy</b>  <b>Action:</b> TT to draft a returning member's policy. <b>(Action Completed)</b>  <b>Action:</b> TT to work with AC on adapting spond to the new policy if approved by the Board. <b>(Action Completed)</b></p> <p><b>7.9 Ground Maintenance and Development</b>  <b>Action:</b> BM to take forward Ground Development Activity <b>(Rolled Over)</b></p> <p><b>7.10 End of Season Meal / AGM Pack</b>  <b>Action:</b> TT to continue to work with Gabi on booking end of Season meal and AGM <b>(Action Completed)</b></p>
<b>8.6</b>	<p><b><u>Finance Report</u></b></p> <p>DM updated the Board on the current state of the finances.</p>
<b>8.9</b>	<p><b><u>First Aid Kits</u></b></p> <p>The Board discussed the requirements of replacing items used in the first aid bags as well the requirements of first aid trained members of the club.</p> <p><b>Action:</b> TT to add call for formal first aid training to next year's sign-up form.</p>
<b>8.10</b>	<p><b><u>Annual General Meeting 2023</u></b></p> <p><b>Action:</b> PW to form timeline of the Meal and AGM  <b>Action:</b> SR to produce list of awards for the Iceni and Warriors  <b>Action:</b> AF to produce list of awards for the Norfolk Baseball League  <b>Action:</b> TT to send out nominations form for Board positions and produce AGM Pack</p>
<b>8.11</b>	<p><b><u>Youth Iceni</u></b></p> <p>The Board agreed to the constitutional amendment to add a Youth role to the Board Officials.</p> <p><b>Action:</b> TT to add position to motions for the Annual General Meeting</p>
<b>8.12</b>	<p><b><u>AOB – None</u></b></p>
	- Meeting Ends at 20:30 -