

BRITISH BASEBALL FEDERATION  
The National Governing Body of Baseball



BRITISH BASEBALL FEDERATION

Minutes of Board Meeting #5

TUESDAY | 25 JULY 2023

Online



## BRITISH BASEBALL FEDERATION

Minutes of Meeting #5 of the 2023 Board Officials

25<sup>th</sup> July 2023 19:00

Online

### Board Officials Present

Tom Thornhill - President (TT)

Earl Dix - Secretary (ED)

Lee Manning - Development Official (LM)

Chris Deacon - Officials Commissioner (CD)

Mike Hayward - Coaches Commissioner (MH)

Chris Carter - Senior Affiliated Clubs League Commissioner (CC)

Richard Evans - Marketing & Communications Official (RE)

### Guest Present

None

### Apologies for absence

Gavin Marshall - National Teams Programme Official (GM)

### Minutes Written by

Earl Dix - Secretary

### Approved by the Board on:

Meeting #6

### Meeting Length:

3:10



No.	Topic & Decisions
	Meeting Commences at 19:05
5.1	<p><u>Chair's Welcome, Introductions and Apologies</u></p> <p>TT welcomed the Board members to the meeting.</p>
3.2	<p><u>Declarations of Interest</u></p> <p>There were no new declarations of interest.</p>
3.3	<p><u>Approval of Previous Minutes</u></p>
3.3.1	<p><u>Meeting #4</u></p> <p>The Board agreed unanimously to approve the minutes.</p>
3.4	<p><u>Review of Action Points from Previous Meeting(s)</u></p> <p><u>2.8 BBF Multi Currency Bank Account</u> Action: CD to set up the new account (Rolled Over)</p> <p><u>2.9 2023 BBF Ad Hoc Committees</u> Action: ED to ensure Volunteer contracts are signed by members of the committees (Rolled Over)</p> <p><u>2.10 Modification to Disciplinary Procedures</u> Action: ED and MH to propose updated draft on procedure rules assessing grammar and time frames. (Action Completed - Procedures fit for purposes and will be subject to continuous review)</p> <p><u>2.14 Risk Management - Health &amp; Safety Policy</u> Action: The finance committee to take the policy forward Currently working on it will revert to board for oversight. (Rolled Over)</p> <p><u>2.15 Insurance Cover - Additions to Existing Policies (Cyber and Abuse)</u> Action: TT updated that our privacy policy looks to be sufficient, MH to review privacy policy (Rolled Over)</p> <p><u>3.6.5 National Teams Programme Official Report</u> Action: GM to return to the Board with draft GB coaches' contracts. (Rolled Over)</p>



3.6.6 Officials Commissioner Report

Action: CD to get Gabor Erdos to link up FINE matrix. CD to investigate what this means **(Action Completed)**

3.6.8 Senior Affiliated Clubs League Commissioner Report

Action: CC to forward on proposed new Promotions and Relegations model to the Board. **(Rolled Over)**

4.6.1 President's Report

Action: TT to forward on copy of the latest London Legacy "bible" to the Board. **(Action Completed)**

4.6.3 Treasurer/Finance Report

Action: CD to create written copy of the BBF's P&L and Balance sheet when available. **(Rolled Over)**

4.7 Decision on Application to Become Member of BaseballSoftballUK

Action: CD to send TT articles of association and the members agreement **(Action Completed)**

Action: TT to return to the Board with a draft letter of application. **(Action Completed)**

4.8 Great Britain Baseball Strategy

Action: TT to set up Board meeting on Friday 5th May and include GM **(Action Completed)**

4.9 Approval to Advertise for Commercial Manager Role (Non-Board Role)

Action: ED, RE and LM to take forward application process and return to the Board with a suitable candidate for ratification. **(Action Completed)**

Action: MH to put group in touch with his commercial contact that will be useful for negotiating commercial contract. **(Action Completed)**

Action: RE to reach out to David Becker for advice on recruitment strategy. **(Action Completed)**

4.11.1 MH - Sponsorships

Action: MH to upload sponsorships to the G Drive **(Rolled Over)**

Action: Board members to review sponsorships. **(Rolled Over)**

4.11.2 LM - BBF Apparel at Events

Action: Board members to order their own Zipped tops from NuOla **(Rolled Over)**

4.11.3 CD - Monthly Catch Up Meetings

Action: ED to set up Board catch up meeting on the 5th June. **(Action Completed)**

4.11.4 CD - 8th May Kings Cup Game

Action: LM to make a decision on whether the event goes ahead by 12pm on May 9 **(Action Completed)**



	<p>4.11.5 CD - Hispanic Comms from the BBE Action: CD and MH to reach out to Spanish contact before progressing with developing the Federation's ability to process comms in the language. <b>(Rolled Over)</b></p>
<b>5.5</b>	<b><u>Ratification of Offline Votes</u></b>
5.5.1	No votes were ratified.
<b>5.6</b>	<b><u>Board Report</u></b>
<b>5.6.1</b>	<b><u>President's Report</u></b>  TT had nothing to add to his report.  There were no questions.
<b>5.6.2</b>	<b><u>Secretary Report</u></b>  ED had nothing to add to his report.  There were no questions.
<b>5.6.3</b>	<b><u>Treasurer/Finance Report</u></b>  CD updated the Board on the state of accounts and also requested details of the annual general meeting dates in order to schedule in the time to finalise the accounts.  <b>Action:</b> CD to create for the Board the Profit and Loss statement of the accounts.
<b>5.6.4</b>	<b><u>Development Official Report</u></b>  LM had nothing to add to his report.  There were no questions.
<b>5.6.5</b>	<b><u>National Teams Programme Official Report</u></b>  GM was not present to add to his report.
<b>5.6.6</b>	<b><u>Officials Commissioner Report</u></b>  CD had nothing to add to his report.  There were no questions.



5.6.7	<b><u>Coaches Commissioner Report</u></b>  MH had nothing to add to his report.  There were no questions.
5.6.8	<b><u>Senior Affiliated Clubs League Commissioner Report</u></b>  CC had nothing to add to his report.  <b>Action:</b> CC to set up a folder in the G Drive with a list of all disciplinaries
5.6.9	<b><u>Youth Affiliated Clubs League Commissioner Report</u></b>  LM had nothing to add to his report.  There were no questions
5.6.10	<b><u>Marketing &amp; Communications Official Report</u></b>  RE had nothing to add to his report.  There were no questions
	<b><u>Main Agenda Items</u></b>
5.7	<b><u>Approval for release of new “Our Future” Draft</u></b>  The Board approved the new draft text of “Our Future” Draft as recommended by the Development committee.  <b>Action:</b> RE to publish and announce new Draft on social media
5.8	<b><u>2023 Annual General Meeting Proposal and Approval</u></b>  The Board agreed to the proposed venue and date of the 2023 Annual General Meeting.  <b>Action:</b> TT to create relevant 2023 Annual General Meeting forms <b>Action:</b> RE to publish Annual General Meeting Announcement



5.9	<p><b><u>Great Britain Baseball</u></b></p> <p>The Board agreed to postpone the agenda item until the NTPO was present.</p> <p><b>Action:</b> TT to arrange out of Board meeting call with National Teams Programme Officials.</p> <p><b>Action:</b> TT to set up meeting with GA and JB re UK Sport uplift.</p>
5.10	<p><b><u>AOB</u></b></p> <p>There were no additions pieces of business.</p>
	<p>- End of Meeting at 22:15 -</p>

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