



## Centre Wellington Minor Softball Association Inc.

Minutes: May 14, 2025

Meeting Type: Zoom

Type of Meeting	Monthly
Facilitator	Robin Larkin: President
Minutes	Julie Charbonneau: Secretary
Attendees	Tiffany Bester: Treasurer Cody Jefferson: Sponsorship Leo Gabriele: Booth Manager Shaelyn Ferguson: Webmaster/Events Mike Broersma: Umpire in Chief Corey Sanders: T-Ball/3-pitch Pam Stumpf (guest)
Regrets	Joop Feenstra: Intermediate Sarah Hunwicks: Junior John Harvey: Equipment
Motion to Open	Cody Jefferson / Corey Sanders
Motion to Accept Minutes	
Motion to Accept Agenda	

### Agenda:

Financial  
Debit/Credit Card  
Sponsor Update/Shirt Update  
Booth Staff Update  
Cleaner? Payment  
Food Trucks – JD?  
Bat Testing/Stickers  
Volunteer Fair

OPEN

### Financial:

- Chequing account [REDACTED]
- Savings account [REDACTED]
- Deposit for jerseys has been paid as well as insurance fees



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- Debit/Credit card has been suggested to make purchases simpler than having to issue cheques to vendors or having to reimburse board members via cheque.
- Concerns raised about possible abuse/fraud as the organization has had money stolen by board members in the past
- Also suggested to allow the use of e-transfers to make payments. The booth cleaners for example do not accept cheques. E-transfers would be more efficient as well than having to have cheques made up, signed, and delivered.
- Credit card might need to be issued in the name of the individual user rather than the organization which makes it more difficult to set up and use. Debit card seems to make the most sense at this time. If we are able to get a Visa Debit, then online purchases could be made as well. Unsure whether this is an option.
- Suggestion to set a cap on the amount for purchases via debit as well as e-transfers. Cap will need to be around \$3000 to accommodate some of the larger purchases that are made.
- If debit and/or e-transfers are approved, then the treasurer should send out a copy of bank statements monthly to all board members for transparency/accountability.
- Need to ensure that bank statements show details of where the e-transfers were sent
- Vote on motion to allow for e-transfers – motion passes.
- Arrangements to be made to sign an agreement with the bank for a debit card. Debit card to be linked to chequing account. Maximum of [REDACTED] to be kept in chequing account as a safeguard.
- Sponsorship Update – Have all sponsors needed for every team now. 4 sponsors still need to be finalized for team assignments.
- Booth update – cleaners scheduled for this Saturday. Staff are being set up for food handler certificate training. Job training scheduled to start on Tuesday for approximately 2 weeks. Booth manager to plug in fridge/freezer on Saturday after cleaning is completed and will be purchasing food to stock the booth.
- Still looking for food vendors for Jeanne Dalton tournament. Please send any leads/suggestions to Events Coordinator.
- Bat testing to take place on Tuesday night. Email sent to all players.
- Volunteer Fair feedback – afternoon session was very quiet and not productive. Suggested to skip afternoon attendance if we participate again in the future. Evening session had better attendance but still did not generate many leads. Will need to discuss whether participation is worthwhile going forward and looking for more members to get involved in attending if we do participate.



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### Open Forum:

- Update on players who have not paid fee – they have been told payment is due by May 20<sup>th</sup>. Players will not be allowed to participate until their fees are paid. President to enforce compliance.
- Umpire shirts – have been ordered but may not be ready in time for the beginning of the season.
- Tournament update – contacted Tri City Tent Rentals for a quote. They replied that the tent is not big enough to travel to our area. Events coordinator to begin working on application for liquor licence.
- 2026 year end banquet – Fergus Legion gets booked up quickly and want to ensure we secure the venue for our preferred date. Usually held the first weekend in October. Events coordinator to reserve the space for Oct 3, 2026

Next Meeting info	Monday, June 16, 2025 – 7:30 pm Jim Tye Diamond
Agenda items for next meeting	TBD
Motion to Close Meeting	Mike Broersma / Cody Jefferson

Minutes Accepted	
President	
Secretary	