



## NOTICE OF ANNUAL GENERAL MEETING

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Notice is given that the BC Amateur Baseball Association Annual General Meeting will be:

**Monday, June 24<sup>th</sup>, 2024 - 8:00 p.m.**

Virtual: By Zoom

Please contact Baseball B.C., (email [davidlaing@baseball.bc.ca](mailto:davidlaing@baseball.bc.ca) OR Tel: 604-586-3312) no later than **June 17, 2024**, to confirm attendance.)

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Grant Butler  
Acting President  
BC Amateur Baseball Association

- A. Call to Order
- B. Registration of Delegates
- C. Approval of the Agenda
- D. Acting President's opening remarks
- E. Minutes of the previous Annual General Meeting
- F. Reports
  - Acting President's Report
  - CEO Report
  - Financial Report
  - Committee / Director / Member Reports
- G. Election of the Board of Directors
- H. New Business
- I. Adjournment

**BASEBALL B.C.**

**2024 AGM**

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**A**

**June 24, 2024  
Virtual: By Zoom**



# BC Amateur Baseball Association

#310 – 15225 104th Avenue, Surrey BC V3R 6Y8

(604) 586-3310 (t)  
(604) 586-3311 (f)  
info1@baseball.bc.ca  
www.baseball.bc.ca

## Annual General Meeting

June 26, 2023

Virtual Meeting

### DRAFT MINUTES

<b>Attending:</b>	Grant Butler, Ted Hotzak, Steve Gustavson, James MacRitchie, Serj Sangara, Aart van Gorkum, Mike Addy, Andrew Clements, Troy Carmont, Raj Puri, Robert Piasentin, Jim Maniago plus 21 by Proxy
<b>Regrets:</b>	Scott Eckardt, Tina Baker-Cornett, Blaise Laveay
<b>Staff:</b>	David Laing, Scott MacKenzie, and Kyle Williams
<b>Guests:</b>	Winnie Lai (Auditor), Marlene Wong (Auditor), Sean Sullivan, Alan McKearney, TJ Drennan

#### A. Land Acknowledgment

David opened the AGM with the following;

*I would like to acknowledge that I'm opening this meeting today from the home office in the Township of Langley which is located on the traditional lands of the Katzie, Kwantlen, Matsqui, and Semiahmoo First Nations.*

*I also acknowledge today that the association's head office is on the traditional lands of the Katzie, Kwantlen, Semiahmoo, and other Coast Salish Peoples. We thank them for allowing us to meet, play, and learn together on their territory.*

#### B. Call to Order

6:03 pm

#### C. Registration of Delegates

Raj P. – BCMBA	6 Votes total w/ Proxy
Steve G. - LLBC	4 Votes total w/ Proxy
Mike A. - BCPBL	6 Votes total w/ Proxy
James M. - BCBR	1 Vote total w/ Proxy
Sean S. – BCBUA	5 Votes total w/ Proxy

Jim M. – BCSBA

3 Votes total w/ Proxy

**D. Approval of the Agenda**

*Motion to approve by Steve G (BC Little League), seconded by James (BC Babe Ruth) & approved unanimously.*

**E. Acting President's Opening Remarks**

Grant welcomed everyone to the 2023 BCABA AGM. Thanked both the board as well as staff for all of their work over the past year. Looked ahead to important items like the Strategic Plan and further building out our staff complement and the importance of both.

**F. Minutes of previous AGM**

*Motion to approve by James M. (BC Babe Ruth), seconded by Steve G (Little League BC) & approved unanimously.*

**F. Reports**

**a. Acting President's Report – Verbal**

Nothing further to add from the Opening Remarks

**b. CEO Report (Submitted in writing and included).**

David also wanted to share his thanks to the staff of Scott and Kyle for always making him look good. Thanks, are also in order to the entire Board and specifically the Executive Committee for the ongoing efforts, support, and patience.

**c. Financial Report (Submitted in writing and included).**

Draft copies of the audited financials were included with the meeting package.

Ted H. deferred to Winnie and Marlene who spoke to our completed audit and summarized the draft financial statements and financial documents as presented.

- It was flagged that the organization now has restricted funds available for any legal contingency concerns in the future.

There were no questions from the board.

Ted thanked both David and Patty at the office for their work and Marlene and Winnie for their ongoing assistance.

Motion to approve the audited statements by Steve G (BC Little League), seconded by Sean Sullivan (BCBUA) & approved unanimously.

Guests from the auditors excused themselves from the meeting at this point.

**d. Committee / Directors / Members Reports**

None

**G. Election of Board of Directors**

There was a brief explanation of the process for the election of the board.

A motion for the size of the Board of 16 people was moved by the members and unanimously approved. ***Included in the meeting package***

Joint nominations by the six members were moved by the members and unanimously approved.

A call to the floor was requested for further nominations. None heard.

The following 14 Directors were declared elected by acclamation:

1. Mike Addy
2. Tina Baker-Cornett
3. Raj Puri
4. Grant Butler
5. Troy Carmont
6. Andrew Clements
7. Scott Eckardt
8. Steve Gustavson
9. Ted Hotzak
10. James MacRichie
11. Jim Maniago
12. Robert Piasentin
13. TJ Drennan
14. Aart van Gorkum
15. Sean Sullivan
16. Alan McKearney

**H. New Business**

None

**I. Adjournment**

Motion to adjourn by James M. (BC Babe Ruth) at 8:35 pm.



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E:info1@baseball.bc.ca  
I: www.baseball.bc.ca

CEO's Report  
2024 BCABA AGM  
June 24, 2024  
Submitted by: David Laing

I am writing today to provide an update and summary of the past year for the Annual General Meeting of the B.C. Amateur Baseball Association.

As a collective, we have had an enriching and successful past year. Our efforts have led to significant improvements in Female Baseball, High Performance, Safe Sport, Discipline, Organizational Readiness, and Capacity. This collective success has made Baseball BC more prepared than ever to meet the growing needs of the baseball community in British Columbia.

In some areas, progress towards our Strategic Plan objectives is ahead of schedule. By hiring additional staff, we have been able to focus on the plan and ensure that the operation is being addressed properly.

Baseball BC has a very healthy financial position and an ever-growing list of programs and services it provides its members, which I am very proud of. Our staff members have outstandingly committed to serving the baseball community and providing insightful leadership in challenging times. I am eternally grateful to all of Scott MacKenzie, Brad Robinson, and Kyle Williams for your efforts and partnership on this journey.

I would also like to introduce our newest team member, Tara Lambie, formally. Tara joins the team as Coordinator of Administration and will work to help in General Administration, Accounting, and Program administration. We are excited to have them join us and look forward to their contributions.

I also extend thanks to the Board of directors and all of the baseball leaders in our province who are working on behalf of the sport of baseball. Special thanks to Grant Butler, Ted Hotzak, and Steve Gustavson for the ongoing leadership through the Executive Committee.

After challenging the Board last year in my report to find a way to establish Baseball BC as an essential entity in the sport delivery system in this province, I am here to thank the Board and the extended group for their hard work and commitment to this organizational goal. We have taken a huge stride this past year in many areas that will grow our organization and allow us to better serve the baseball community in an ever-changing environment.

Our journey is far from over. I am confident that with the continued support and participation from our membership and volunteers, we will continue to make significant strides. Your involvement is crucial to our success, and I look forward to the future we will shape together. Respectfully,

David Laing

**DRAFT**

Financial Statements of  
**B.C. Amateur Baseball Association**  
For the year ended March 31, 2024

**DRAFT**

For the year ended March 31, 2024

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## **INDEPENDENT AUDITOR'S REPORT**

**To the Members and Directors of B.C. Amateur Baseball Association:**

### **Qualified Opinion**

We have audited the accompanying financial statements of B.C. Amateur Baseball Association (the "Association"), which comprise the statement of financial position as at March 31, 2024, the statement of changes in net assets, the statement of operations, and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the "Basis for Qualified Opinion" section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at March 31, 2024 and its results of operations, and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Association derives revenue from membership and fundraising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether, as at and for the year ended March 31, 2024, any adjustments might be necessary to membership, fundraising and product sales revenues, excess (deficiency) of revenues over expenses, current assets and net assets.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

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### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal controls that we identify during our audit.

### **Report on Other Legal and Regulatory Requirements**

As required by The Societies Act (British Columbia), we report that, in our opinion, these financial statements are prepared on a basis consistent with that of the previous year.

Chartered Professional Accountants  
Vancouver, BC  
June 24, 2024

**B.C. Amateur Baseball Association****DRAFT**Statement of Financial Position  
As at March 31, 2024

	2024			2023
	Operating Fund	Gaming Fund	Total	Total
<b>Assets</b>				
Current assets				
Cash and cash equivalents	\$ 414,962	\$ 329	\$ 415,291	\$ 450,306
Accounts receivable	70,099	-	70,099	42,207
Prepaid expenses	2,536	-	2,536	75,848
<b>Total Assets</b>	<b>\$ 487,597</b>	<b>\$ 329</b>	<b>\$ 487,926</b>	<b>\$ 568,361</b>
<b>Liabilities</b>				
Current liabilities				
Accounts payable and accrued liabilities	\$ 17,737	\$ -	\$ 17,737	\$ 21,190
Government loans (Note 2)	-	-	-	39,299
	17,737	-	17,737	60,489
<b>Net Assets</b>				
Unrestricted	419,860	-	419,860	452,943
Internally restricted (Note 5)	50,000	-	50,000	50,000
Externally restricted	-	329	329	4,929
	469,860	329	470,189	507,872
<b>Total Liabilities and Net Assets</b>	<b>\$ 487,597</b>	<b>\$ 329</b>	<b>\$ 487,926</b>	<b>\$ 568,361</b>

Commitments (Note 4)

Approved on behalf of the Board:

\_\_\_\_\_  
Director\_\_\_\_\_  
Director

See accompanying notes to the financial statements.

**B.C. Amateur Baseball Association**

Statement of Changes in Net Assets  
For the year ended March 31, 2024



	2024			2023	
	Unrestricted	Internally restricted	Externally restricted	Total	Total
Net Assets, beginning of year	\$ 452,943	\$ 50,000	\$ 4,929	\$ 507,872	\$ 552,083
Deficiency of revenues over expenses	(33,083)	-	(4,600)	(37,683)	(44,211)
<b>Net Assets, end of year</b>	<b>\$ 419,860</b>	<b>\$ 50,000</b>	<b>\$ 329</b>	<b>\$ 470,189</b>	<b>\$ 507,872</b>

See accompanying notes to the financial statements.

**B.C. Amateur Baseball Association**Statement of Operations  
For the year ended March 31, 2024**DRAFT**

	2024			2023
	Operating Fund	Gaming Fund	Total	Total
<b>Revenues</b>				
Government funding and fundraising (Note 3)	\$ 164,455	\$ 385,580	\$ 550,035	\$ 547,500
Membership and insurance	70,856	-	70,856	64,458
Athlete development	294,123	-	294,123	278,208
Sport development	54,997	-	54,997	83,096
Participation development	76,449	-	76,449	65,495
Administration	28,163	-	28,163	13,794
	<b>689,043</b>	<b>385,580</b>	<b>1,074,623</b>	<b>1,052,551</b>
<b>Expenses</b>				
Government funding and fundraising	19,402	80,449	99,851	94,463
Membership and insurance	73,344	-	73,344	65,988
Athlete development	193,302	169,436	362,738	428,331
Sport development	34,255	56,661	90,916	59,298
Participation development	401	47,932	48,333	41,408
Administration	401,422	35,702	437,124	407,274
	<b>722,126</b>	<b>390,180</b>	<b>1,112,306</b>	<b>1,096,762</b>
<b>Deficiency of revenues over expenses</b>	<b>\$ (33,083)</b>	<b>\$ (4,600)</b>	<b>\$ (37,683)</b>	<b>\$ (44,211)</b>

See accompanying notes to the financial statements.

**B.C. Amateur Baseball Association****DRAFT**

## Statement of Cash Flows

For the year ended March 31, 2024

	<b>2024</b>	<b>2023</b>
<b>Operating activities</b>		
Deficiency of revenues over expenses	\$ (37,683)	\$ (44,211)
Item not affecting cash		
Fair market value adjustment on government loans	701	702
Net changes in inventory, operating receivables and payables		
Accounts receivable	(27,892)	(34,689)
Inventory	-	4,536
Prepaid expenses	73,312	(61,677)
Accounts payable and accrued liabilities	(3,453)	8,359
	4,985	(126,980)
Deferred revenue	-	(61,888)
<b>Financing activity</b>		
Repayment of government loans	(40,000)	-
Decrease in cash	(35,015)	(188,868)
Cash and cash equivalents, beginning of year	450,306	639,174
<b>Cash and cash equivalents, end of year</b>	<b>\$ 415,291</b>	<b>\$ 450,306</b>

**Cash and cash equivalents consist of:**

	<b>2024</b>	<b>2023</b>
Cash	\$ 114,028	\$ 99,324
Term deposits	251,263	300,982
Term deposit for litigation reserve (Note 5)	50,000	50,000
	\$ 415,291	\$ 450,306

See accompanying notes to the financial statements.

**Nature of operations**

B.C. Amateur Baseball Association (the "Association") is a not-for-profit sport organization representing amateur baseball in the Province of British Columbia. The Association was incorporated pursuant to The Societies Act (British Columbia) on June 2, 1969. The Association's mandate includes the provision of coach and athlete development programs designed to improve the quality of baseball through the provincial delivery system.

The Association derives a substantial portion of its funding from programs initiated by the Provincial Government to promote the sport of baseball. The use of such funds is specified by the B.C. Gaming Commission and is accounted for within a separate fund titled the "Gaming Fund". The "Gaming Fund" forms a part of these financial statements.

Expenses incurred in excess of the available gaming funds in a fiscal year are charged to the "Operating Fund".

**1. Significant accounting policies**

The financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations in Part III of the CPA Canada Handbook. The Association's significant accounting policies are as follows:

**Basis of presentation**

In order to ensure observance of limitations and restrictions placed on the use of resources available to the Association, the accounts are maintained on a fund accounting basis. Two funds are maintained – Operating Fund and Gaming Fund.

- (i) The Operating Fund is used to account for all revenues and expenses related to general and ancillary operations of the Association.
- (ii) The Gaming Fund is comprised of restricted funds, the use of which is specified by the B.C. Gaming Commission.

These funds are held in accordance with the objectives specified by the contributors or in accordance with the directives issued by the Board of Directors.

The Association classifies its expenses in the statement of operations by programs.

**Revenue recognition**

The Association follows the deferral method of accounting for restricted contributions.

Government funding and other restricted program funding are recorded when the related expenses are incurred. Where a portion of such funding relates to a future period, it is deferred and recognized in the period in which the related expenses are incurred.

Revenues from fundraising, membership and insurance, athlete development, sport development, participation development and administration are recognized as revenues in the year when received and receivable if the amount can be reasonably estimated and collection is reasonably assured. Amounts received for events occurring in the next fiscal year are deferred and recognized as revenue once the events have occurred.

**1. Significant accounting policies (continued)**

**Cash and cash equivalents**

Cash and cash equivalents include term deposits that are readily convertible to cash. These cash equivalents generally have a maturity of three months or less at acquisition and are held for the purpose of meeting short-term cash commitments rather than for investing.

**Contributed goods and services**

Periodically, contributions in kind are made to the Association. As well, volunteers may contribute time to assist the Association in carrying out its service delivery activities. Due to the difficulty in determining the fair value of both of these types of contributions, they are not recognized in these financial statements.

**Allocation of expenses**

The Association presents its expenses by programs. The costs of each program include the costs of personnel, administration and support services that are directly related to providing the program. The Association allocates salary and wages expenses to certain programs in accordance with the conditions established by the Ministry of Municipal Affairs regarding the use of Community Gaming Grants.

**Use of estimates**

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of financial statements and the reported amounts of revenues and expenditures during the reporting periods. Significant items subject to such estimates and assumptions include accrued liabilities. Actual results could differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the year in which the estimates are revised and in any future years affected.

**Financial instruments**

Financial instruments are initially recorded at fair value and subsequently measured at amortized cost. Financial assets are tested periodically for impairment when there are indicators of impairment. The amount of any write-down is recognized in the statement of operations. A previously recognized impairment loss may be reversed to the extent of the improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of any reversal is recognized in the statement of operations.

**2. Government loans**

In April 2021, the Association obtained bank loans in the amount of \$60,000 under the Federal Government's Canada Emergency Business Account (CEBA) program. Under this program, the loan is interest-free and if repayment of the loan is made by the extended deadline of January 18, 2024, \$20,000 will be forgiven. The funds from this loan can only be used to pay non-deferrable operating expenses of the business. The loans were fully repaid during the fiscal year 2024.

**B.C. Amateur Baseball Association**  
Notes to the Financial Statements  
For the year ended March 31, 2024

**DRAFT**

**3. Government funding and fundraising**

Government funding and fundraising includes the following:

	<u>2024</u>	<u>2023</u>
<u>Government funding</u>		
Community gaming grant from the Province of British Columbia	\$ 177,000	\$ 137,000
Add: Deferred portion from the prior year	<u>-</u>	<u>48,288</u>
	177,000	185,288
Grants from ViaSport British Columbia Society	<u>164,455</u>	<u>164,455</u>
	<u>341,455</u>	<u>349,743</u>
<u>Fundraising</u>		
50/50 Draw	<u>208,580</u>	<u>197,757</u>
Total	<u>\$ 550,035</u>	<u>\$ 547,500</u>

**4. Commitments**

The Association has entered into operating leases for its premises. The minimum annual payments for the premises over the remaining terms of the leases are as follows:

Fiscal year ended	
March 31, 2025	\$ 19,600
March 31, 2026	20,700
March 31, 2027	21,800
March 31, 2028	21,900
March 31, 2029	<u>1,800</u>
	<u>\$ 85,800</u>

**5. Litigation reserve**

The Association has determined to set aside a fund available for any unforeseen legal liabilities that may arise in the future. During the fiscal year 2023, the Association's Board of Directors had approved to internally restrict \$50,000 as a litigation reserve.

**6. Management of capital**

The Association's objective when managing capital is to safeguard the Association's ability to continue operations on an ongoing basis.

The Association manages the capital structure and makes adjustments to it in light of changes in economic conditions. In order to maintain or adjust the capital structure, the Association may repay bank indebtedness, if applicable.

**7. Income taxes**

The Association is a non-profit organization as defined in Section 149 of the Income Tax Act. Accordingly, it is not subject to income taxes.

**8. Financial instruments and risk factors**

**Financial risks**

The Association is exposed to a variety of financial risks arising from financial instruments. The following analysis describes the Association's significant risk exposures as at March 31, 2024.

The Association has the overall responsibility to identify, analyze and manage risks faced by the Association. It is management's opinion that the exposures to financial risks from financial instruments is not significant.

**(a) Credit risk**

Credit risk is the risk that one party to a financial instrument will cause financial loss for the other party by failing to discharge an obligation. The Association's main credit risk relates to its cash deposits at the bank and accounts receivable.

The Association places its cash deposits with a single financial institution. Deposits are in a major chartered bank and accordingly, credit risk with respect to cash deposits is considered to be minimal. However, such cash deposits are in excess of the \$100,000 Canada Deposit Insurance Corporation Insurance limit.

For the fiscal year ended March 31, 2024, government funding accounted for approximately 51% (2023 – 52%) of the Association's revenues.

**(b) Liquidity risk**

Liquidity risk is the risk that the Association will not be able to meet a demand for cash or fund its obligations as they come due. The Association meets its liquidity requirements by monitoring cash flows from operations, anticipating investing and financing activities and holding assets that can be readily converted into cash.

**9. Remuneration and benefits**

Remuneration and benefits included in administration expenses in the statement of operations is the total amount of \$95,709 (2023 - \$81,480) paid to the Executor Director in the current fiscal year.



# BC Amateur Baseball Association

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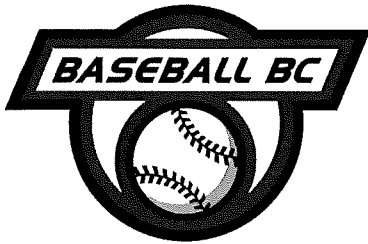
## **Annual General Meeting**

**June 24, 2024**

## **Nominations of Directors**

Motion by unanimous consent of the Members:

1. That the number of Directors be set at 18



# BC Amateur Baseball Association

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## Annual General Meeting

June 24, 2024

### Nominations of Directors

Motion that the following are jointly by the members to the Board of Directors:

- Mike Addy
- Tina Baker
- Grant Butler
- Troy Carmont
- Andrew Clements
- TJ Drennan
- Scott Eckardt
- Steve Gustavson
- Ted Hotzak
- James MacRitchie
- Jim Maniago
- Robert Piasentin
- Raj Puri
- Sean Sullivan
- Aart van Gorkum
- Wes Taylor
- Ryan Hall
- Ian McLean