



**Canadian Baseball Hall of Fame & Museum**

**P.O. Box 1838 (140 Queen St. E.)  
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**MISSION: By honouring, preserving, fostering and sharing Canada's living history of baseball, we teach life lessons exemplified by the game**

#### **MINUTES**

**CBHFM Board of Directors Meeting – 7:00am, Friday, February 23, 2018  
Offices of Waghorn Stephens: 21 Wellington St. N., St. Marys, ON**

**Present:** Adam Stephens, (Chair), Tammy Adkin, Jordan Schofield, Tony Little, Bob Stephens, Jeremy Diamond, Julie Docker-Johnson, Harry Gundy

**Ex-Officio:** Lynn Hainer (Council Rep)

**Staff:** Scott Crawford, Director of Operations, Jocelyne Gall, Finance & Administration Coordinator

**Regrets/Absences:** Mike King, Mike Wilner, Liam Scott, Jody Hamade, Al Strathee

**Call to Order:** Adam Stephens called the meeting to order

**Declaration of any conflict of interest:**

- None

**Additions to Agenda:**

- None

**Approval of Agenda:**

**Moved** by Julie Docker-Johnson; **Seconded** by Bob Stephens:

**THAT** the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting February 23, 2018.

**Carried.**

**Approval of Minutes from January 26, 2018:**

**Moved** by Tammy Adkin; **Seconded** by Julie Docker-Johnson:

**THAT** the CBHFM Board of Directors approves the minutes of the board meeting that was held on

January 26, 2018 as circulated by email and distributed before the meeting.  
**Carried.**

**Business arising from the minutes of January 26, 2018:**

None

**New Business:**

**a. Workplace Harassment Policy**

- Tony presented the updated version of the policy. After discussion, the document has been tabled until the March meeting, pending further amendments.

**Committee Reports:**

**a. Management**

- Adam gave an update on the Operating Agreement with the Town. All other agreements with the Town would stand as is. If approved by council, the Operating Agreement would be in effect for 2018 season

**b. Finance:**

- Jordan reported that the 2017 audit process is underway and on track for the May AGM
- The CRA is satisfied with the responses given for the compliance audit and provided some feedback to improve our charity return going forward
- Jordan provided an update on the Capital Campaign project. Sufficient cash on hand for project. Should there be a surplus, upgrades to the exhibitions and/or structural changes to the existing museum will be considered.
- The GIC's do not mature until 2020; Jordan is looking into the penalty to cash them early

**c. Resource Development**

- Jeremy and Scott have created a prospect list made up of the following:
  - Personal contacts/networks
  - Past supporters of \$10,000+
  - Alumni
- Targeted emails and a letter have been sent out to the people on the list

**d. Outreach**

- The CBHFM Instagram account has been revived

**e. Nominating**

- Please let Adam know if you are available to help reach out to potential board members across Canada

#### **f. Governance**

- No report

#### **g. Museum Renovations**

- The floor has been poured and the hole has been knocked into the existing building; the project remains on track for substantial completion by March 31
- Both the Museum Assistance Program and Canada Cultural Spaces grants are being reviewed
- The environmental assessment found asbestos and mold upstairs but a stoppage of work is not required. However, these items will have to be taken care of properly prior to project with BaAM being completed.

#### **Operations Report**

##### **a. Events/Induction**

###### **- Induction:**

- Jeremy has been in discussions with Kevin Kennedy of Pitch Talks to join forces for the Thursday night event. It will be a co-branded event and will feature a one-hour VIP experience (Ticket cost of \$125-150) with the Inductees who will also take part in the first hour of the Pitch Talks program. Pitch Talks will cover the costs and take a cut in the ticket sales. The event will take place at The Rec Room in Toronto. Jeremy will also be in touch with Left Field Brewery about sponsorship.
- The golf tournament brochure has been sent to past participants and registrations are beginning to come in
- The 2018 Induction media conference call with Pedro Martinez, Lloyd Moseby and Bill Humber was well-received and garnered a lot of media attention

##### **b. Site Updates**

- The job posting has gone out for the summer student position at the site

##### **c. Museum Updates**

- Scott will be attending the IBL 100<sup>th</sup> anniversary celebration
- Media report:
  - An average of 463 connect with the Hall online every day with Twitter having the most hits, followed by Facebook and then the website

##### **d. Baseball News**

- No report

#### **New Business**

- None

**In Camera**

- None

**Motion to Terminate – Julie Docker-Johnson at 8:00 am**

**Next CBHFM Board Meeting dates:**

*Temporary meeting location: Waghorn Stephens office: 21 Wellington St. N., St Marys. at 7am*

**March 23, April 27, May 25, June 22, July 27, August 24, September 28, October 26, November 23,  
December 28**