BRITISH BASEBALL FEDERATION

Board Meeting Minutes

DRAFT – FOR REVIEW

1. Meeting Details

Date: Tuesday 21 July 2026

Time: 8:00pm – 10:20pm

Location: Virtual (Microsoft Teams)

Chair: Rich Evans (RE), President

Minute Taker: Rod McCurdy (RM), Secretary

2. Attendance

Present: Rich Evans (RE), Glen Robertson (GR), Glenn Taylor (GT), Rod McCurdy (RM), David Becker (DB), Oona Ylinen (OY), Stuart Taylor (ST).

Not in attendance: Chris Carter (CC) and Lee Manning (LM).

Quorum: Confirmed.

3. Declarations of Interest and Previous Minutes

No changes to declarations of interest were raised.

The Minutes of the meeting held on 15 June 2026 were approved as a true and accurate record, subject to a clarification requested by DB. RM made the edit. Minutes are finalised.

4. Review of Actions from Previous Meeting

The Board reviewed the action log from the June 2026 meeting. Status was recorded as follows:

- Area-by-area finance breakdown (OY) – completed; presented under Item 5.
- One Organisation engagement (GT/RM) – ongoing; update under Item 7.
- Governance refresh go-live by 30 June (RM/ST) – completed; the Board thanked ST for the website work. A small number of documents retain draft markings; RM to send ST replacement links.
- Roles and responsibilities refresh for the AGM (RM/Board) – ongoing.
- Roster amnesty and club breakdowns (DB) – update given under Item 9.
- BSUK service level agreement (IPR administration) review (RE/RM) – open; RE to provide the documentation to RM.
- Strength-and-conditioning requirement verification and policy (GR, GR/RM) – open; GR to meet Alan Dean (BSUK) to establish the origin of the requirement and to distinguish strength-and-conditioning from athletic-trainer (first aid) provision, with requirements to be presented ahead of the winter programme.
- WNT staff document (GR) – the Women's National Team staff had been reviewed and approved by the Board via correspondence between meetings; the approval was formally ratified and recorded at this meeting.
- Communication to unsuccessful applicant (designated officers) – completed and closed.
- Independent investigation (RM) – progressing; update under Item 13.
- WBC Legacy Development Fund (LM) – the WBC monies have been received; see Item 14.
- EPP review paper (RM) – circulated; discussion deferred to the next meeting (Item 15).

– Subject Access Requests (All) – two SARs are active. The Board thanked all Board members for their diligence in providing any and all documentation in support.

5. Finance Report

OY presented a profit and loss statement mapped to the AGM-approved budget, available in the meeting folder. Activity outside budget was limited and explained: a cancelled subscription run-off following the move to Spond, new Metro Bank charges of £3 per month per account, and the larger unbudgeted items of legal fees and the Farnham Park field development, both now provided for within the Financial Governance Framework.

The WBC monies have been received and allocated: £100,098 to the WBC Legacy Development Fund and £31,140 to each of the GB programme and the U23s, held in separate accounts with distinct tracking so that WBC spend can be reported to the membership at the AGM, as required by the motion passed at the last AGM.

On the EPP, BSUK have agreed £10,000 in total, paid in tranches against reviews; the May instalment of £2,500 has now been invoiced and approved for payment, with a further £2,500 due following the August review. Receivables are concentrated in the Women's National Team programme (invoices to the Czech Federation, the Canadian academy and the Baseball For All academy from the June invitational). Approximately £36,000 of postseason expenditure (venues, officials, trophies, equipment) is still to come, alongside the approved independent review costs and the incorporation legal budget considered under Item 12. On this basis the overall position remains healthy.

The Board noted around 3,011 valid registered members on Sport:80, and an uplift in IPR income of roughly £2,000–£3,000 since mid-June, coinciding with the roster reconciliation exercise.

All GB tournament budgets are up to date and within budget, with supporting records in Drive; payment collection this season has been markedly better than last year following clarification of ops managers' responsibilities.

OY informed the Board of her intention to step down as Treasurer, citing increased professional commitments. She intends to consolidate the financial records (invoices and receipts into Drive, attached in Sage), part-automate the reconciliation process, prepare a handover pack, and hand over before departing for the Women's World Cup. The Board recorded its sincere thanks for the clarity and rigour she has brought to the Federation's finances. RE will write formally and manage the search for a successor.

OY also gave an update from the BSUK finance meeting; BSUK's finances are looking healthy. OY will present the BBF's finance practices at the One Organisation meeting on 3 August.

6. President's Report

RE reported no separate matters, all relevant items being covered elsewhere on the agenda.

7. One Organisation Update

GT and RM updated the Board. The tripartite committee now meets weekly; two of the three UK Sport-funded consultant workshops have taken place, with the third scheduled for August, and committee minutes continue to be circulated. Progress remains slower than the meeting cadence would suggest, with some previously settled points (such as the proposed joint membership survey and a joint website) resurfacing and requiring reconsideration. GT and RM met the BSUK CEO in person at Farnham Park to align expectations, reframing the engagement to make tangible progress toward aligning the organisations around a singular plan to improve and invest in the sports, rather than a forced structure.

Safeguarding: a proposal for a more formal delegation of safeguarding authority to BSUK is under discussion. The Board's feedback was consistent: the right capability must be in place; any delegation must transfer legal responsibility and liability, not merely administration; case-volume data should be obtained and treated with care; and BSUK's focus should include education and prevention through clubs, not only case handling. No decision was required; GT and RM will take the feedback forward.

Project-management funding: the BSUK CEO intends to apply to UK Sport for approximately £28,000 of project-management support over five months, with UK Sport expected to fund half and the three organisations asked to fund the balance (just under £5,000 for the BBF). The Board's unanimous view was that the BBF could not contribute given the unplanned cost for legal commitments and the fiduciary requirement to maintain reserves. Whilst not core to the decision, it was noted by the Board that the BSUK is the funded body and therefore could not explain why BSUK would be asking for additional money. GT and RM will convey this.

8. Governance Refresh – Implementation

The refreshed governance pack went live on the website on 30 June, with member communications issued via Spond and social media to follow. The Board recorded its thanks to RM and ST. A small number of residual items (draft-marked documents) remain to be swapped out. Community feedback should be channelled to RM; minor revisions will be considered as feedback arrives.

9. Membership & Roster Amnesty – Update

DB reported that the two-week amnesty was extended by a further two weeks after it emerged that members were unable to correct their own records (including dates of birth) in My WBSC, and faced difficulties in Sport:80. Club engagement has been strong: exceptions have reduced materially and the number of teams with no exceptions has risen from 4 to over 40, much of it from removing dormant, unpaid individuals from rosters. The exercise has also coincided with a measurable uplift in IPR income. A small number of clubs have yet to respond. The matter remains an ongoing project; the week-14 report is outstanding and monitoring will continue. The related review of the Sport:80 arrangements and the BSUK service level agreement will be taken forward once RE provides the documentation (see Item 4).

10. GB National Teams

WNT: the Women's National Team staff approval was formally recorded (see Item 4).

U23 and Seniors: the U23s and a senior tournament (Premier 12) take place in November. GR will obtain the staff lists from the Performance Management Group, circulate them for review, and bring them for approval at the next Board meeting, allowing time to resolve any issues before travel.

Strength and conditioning: GR will meet the BSUK lead to verify the requirement before creating anything further (see Item 4).

Tournament updates: the U15 friendlies in Sweden were successful and came in well under budget, with strong feedback from players and hosts. The U12s competed in the A pool of the European Championship; results were difficult against a markedly higher standard, but performances improved through the tournament and the team's conduct drew praise from other federations. Due to extreme heat the final day's games (other than the final) were cancelled and standings were not confirmed; WBSC Europe is reported to be moving to a 10-team format next year, meaning no relegation – RE will seek confirmation. The U18s maintained their A-pool status with a young, largely British-based staff; a full report from the head coach will follow at the next meeting.

U18 incident: one player left the tournament after two games, accompanied by his father. An investigation into the circumstances will be conducted now the team has returned, with any outcome decided on the facts and with appropriate care given the player's age. GR will report back.

Winter programme: the Coventry facility has been booked for six full days between October and March; dates will be released via Spond and the communications platform shortly.

11. U16–13 BBF Babe Ruth World Series – Coaching Staff (Decision)

GT presented the staff for the Federation representative team attending the Babe Ruth World Series, as documented in Drive: Head Coach Ian Griebenow (current GB U15 head coach), coaches John Michalowski, Rich Galvin and Jeremiah Wagner, operations lead Malcolm Kirk, and Rod McCurdy as operations and safety officer. The Board noted that clear lines have been agreed around RM's role should any complaint arise during the tournament, given his position as Secretary, including escalation to the President where appropriate.

GR raised the underlying gap: teams representing the Federation at such tournaments had not been subject to the staff approval process applied to GB teams. The Board agreed that, going forward, staff of Federation representative teams will be brought to the Board for review and approval before announcement – the review addressing conduct, reputation and Federation impact rather than coaching competence, which remains with the relevant programme leads. RM and GR will prepare a short policy statement to that effect.

Decision: the U16–13 staff were approved.

12. BBF Incorporation – Legal Budget (Decision)

GT presented the update and funding request, supported by a paper in Drive. The Federation remains unincorporated, exposing members to risk and limiting its ability to enter agreements; the Board instructed this work in October 2025 and a shell company was created in March 2026. The remaining legal considerations (mapping the Constitution onto articles, GDPR, tax) warrant professional input. Quotes were sought from a number of firms; Bates Wells was the preferred provider, offering document templates with additional support billed hourly. GT requested a budget of £6,000 plus VAT to cover the base cost plus contingency, with the aim of coming in under budget. The Board noted, for transparency, that this spend would be superseded if One Organisation ultimately proceeds, while protecting the Federation in the interim, and noted membership support for incorporation (a member motion to incorporate was withdrawn at the last AGM on the basis that the work was already in hand).

Decision: the Board approved a budget of £6,000 plus VAT for legal support for the incorporation. Carried unanimously, with none against and no abstentions; the Secretary so recorded. GT and OY will monitor spend.

13. Disciplinary Matter – Confidential (Update)

The respondent, currently overseas, has been given an extension to review the evidence and respond, the investigation having been formally paused to accommodate this. Fairness and ensuring the respondent has sufficient time to respond is important.

14. WBC Legacy Development Fund

The WBC award (£341,000 in total, of which £100,098 is allocated to the Legacy Development Fund) has been received. The Board previously approved LM's three-tier framework; this now needs to be developed into a full operational plan – eligibility, bidding process, launch date and a profile that sustains the fund over three to four years – and communicated to the membership. The WBC has also requested a meeting on how the money will be used. RE will speak with LM, and the item will be a priority agenda item at the next meeting. OY recommended, and the Board agreed, that the fund be moved to an interest-bearing account and drawn down as used; the small residue from the previous cycle will be kept separate.

15. EPP Review Paper

In LM's absence, discussion of the EPP review paper (in Drive) was deferred to the next meeting, where it will be taken as a priority item alongside the Legacy Development Fund.

16. AGM 2026 Preparations

The Board began identifying positions up for election. On present understanding: RE, DB, GT and RM are up for election, and the Treasurer role will be open given OY's decision to stand down (OY may consider standing again in future). ST, LM, CC and OY's cohort were elected at the last AGM; GR is a Board appointment. There was some uncertainty over CC's cycle and over RM's position as an appointee completing an elected term; RM will verify against the Constitution.

The Board noted the concentration of officer roles (potentially President, Treasurer and Secretary) falling vacant in a single cycle and discussed mitigations for the future. DB noted that election of unopposed officers en bloc is not currently provided for in the Constitution and should be regularised by motion. GT asked that electronic voting (capable of weighted club votes) be explored, which may also require constitutional change. RM will bring forward Constitution refresh proposals around September, coordinated with the incorporation workstream, since the articles of the incorporated entity should mirror the Constitution as closely as possible.

Logistics: the venue is booked (Holiday Inn, Leicester) in the established two-day format – a congress day followed by the AGM the next morning, with an earlier start under consideration. The AGM pack must be issued to a fixed timetable including motions and election material; RM will pick this up with RE. OY holds the voting list (club and team votes, payment status) and will pass it to RM as part of handover; voting eligibility requires members to be financial per the Constitution.

17. Board Member Updates and Any Other Business

AI tooling for the Senior Leagues: OY relayed a request from the Senior Leagues to fund an AI assistant licence to help standardise enforcement notices and apply the sanctions matrix, given a significant rise in enforcement volume. The Board was supportive of the concept in principle – DB in particular saw value in faster triage of complaints – but raised material considerations: personal data must not be entered without appropriate terms-and-conditions changes and GDPR analysis; any tool must be configured to opt out of model training for data protection; and a licence should be usable by more than a single individual to justify the cost. It was agreed the requester should prepare a proposal and presentation covering these points for the next Board meeting; OY will relay this.

Committee structure and new roles: DB proposed (i) establishing a technical commission / disciplinary committee with Board oversight, separating disciplinary handling from the Senior Leagues Committee, whose workload has grown considerably; (ii) creating a Women's Baseball Commissioner role, noting uneven uptake of the women's league and the load currently carried informally; and (iii) creating a commercial Board role to pursue sponsorship and revenue (for example around the Summer Cup). These may require constitutional change. A wider discussion will be held at the next meeting so proposals can be put to the AGM if supported.

Youth umpiring: DB confirmed to GT that the two umpires who received grant support for the WBSC course in Toulouse and were not selected for European duty will umpire at the YNBCs, and that umpire coverage for the YNBCs is expected to be materially better than last year, though assignments are made no more than a month ahead. GT will finalise the YNBC schedule by the weekend, adjusting for one team's withdrawal.

18. Date of Next Meeting & Close

The meeting scheduled for Wednesday 12 August 2026 was moved to Wednesday 19 August 2026, as RM will be travelling with the Babe Ruth World Series team. OY sends apologies in advance (Women's World Cup). There being no further business, the Chair thanked all attendees – with particular thanks to OY – and closed the meeting.

19. Actions Log – Arising from this Meeting

Owner	Action	Target
RM	Send Stu Taylor the updated document links to replace residual draft-marked policy documents on the website.	Imminent
RE	Provide RM with the Sport:80 / BSUK IPR service level agreement documentation to commence the review.	Imminent
RE	Write formally to OY regarding her decision to step down; commence the search for a new Treasurer and manage the handover.	ASAP

OY	Complete the consolidation of financial records (invoices and receipts into Drive/Sage), prepare a handover pack, and hand over bank account and Wise access before departing for the Women's World Cup.	Mid-August
OY	Investigate and open an interest-bearing account for the WBC Legacy Development Fund monies.	Next Board
OY	Provide RM with the AGM voting list (club and team votes, payment status).	Next Board
OY / GT / RM	OY to present BBF finance practices at the One Organisation meeting on 3 August.	3 August
GT / RM	Continue One Organisation engagement; take forward the Board's feedback on the safeguarding delegation proposal and convey the Board's decision not to fund the project-management resource.	Ongoing
GR	Meet Alan Dean (BSUK) to verify the origin and substance of the strength-and-conditioning requirement; present the compliance requirements to the Board ahead of the winter programme.	Next Board
GR	Obtain the U23 (and Seniors / Premier 12) staff lists from the Performance Management Group; circulate via WhatsApp and Drive for review ahead of approval at the next Board.	Next Board
GR	Complete the U18 tournament review, including the investigation into the player's early departure, and report to the Board.	Next Board
GR / RM	Draft a policy on partners and close relationships within GB team staff (carried over).	Carried over
RM / GR	Prepare a short policy statement on Board review and approval of staff for Federation representative teams (non-GB), covering conduct and reputational vetting.	1–2 months
GT / OY	Engage Bates Wells on the incorporation legal work; monitor spend against the approved £6,000 + VAT budget.	Ongoing
RE	Speak with LM regarding the WBC Legacy Development Fund plan; fund to be a priority item on the next agenda.	Next Board
RE	Confirm with WBSC Europe the reported move to a 10-team U12 European Championship format (no relegation).	Next Board
RM	Place the WBC Legacy Development Fund and the EPP review paper on the next agenda as priority items; add AGM preparations and the committee structure / new roles discussion.	Next Board
RM	Verify against the Constitution which Board members are up for election at the 2026 AGM; begin AGM planning (pack timetable, motions, electronic voting options).	Pre-AGM
RM	Prepare initial proposals for a Constitution refresh (terms, staggering, en-bloc election of unopposed officers, electronic voting), aligned with the incorporation workstream.	September
OY	Revert to the Senior Leagues regarding the AI tooling request: supportive in principle; a proposal and presentation addressing data protection, privacy and licensing to be brought to the next Board.	Next Board
RM	Progress the independent investigation; revert to the Board on panel arrangements and any additional funding required for a legally qualified chair.	Ongoing

All	Send RM all information held for the two active Subject Access Requests, or confirm by email that nothing is held.	Immediate