



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday October 1, 2016 9:00am

BC Soccer Offices  
250 – 3410 Lougheed Highway, Vancouver BC V5M 2A4

### 1. Call to Order/Roll Call 9:00am

Present: Kjeld Brodsgaard (Chair), Aiman El-Ramly (11:55am), Rob Lennox, Rob Brown, Shannon Foster, Don Moslin, Ed Kennedy, Ron Brar, John Reed, Chuck Bennett and Jason Elligott (Executive Director).

Regrets: Don Dancey, Chris Appleby, Carlos Grosso and Leanna Napolitano.

### 2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

**MOTION: To approve the minutes of the August 20, 2016 Board meeting and committee meeting minutes (by consent) 98/2016**

**CARRIED**

### 3. Business Arising from Minutes

None

Note: these minutes reflect the order of the agenda, however not necessarily the order that each topic was discussed in at the meeting. This is due to the arrival time of the VP / Judicial Committee Chair.

### 4. Executive Director update / President's Comments

The President provided a verbal report and update on the recent Canada Soccer Member Forum Meeting which included the following:

- Current voting structure of Canada Soccer is still being reviewed,
- Ontario Soccer Association recently approved a change to the number of their board of directors decreasing significantly which they are in the process of implementing.
- The discussion / presentation on the benefits of individuals in younger ages participating in multi-sport activities and environments.
- A new Member Forum chair has been elected, being Ollie Williams from North West Territories

The Executive Director provided a verbal summary of the October 2016 Executive Director Report (circulated prior to meeting) which included:

- Summary of high level activity since the last board meeting (August 20, 2016).
  - Human Resources Summary, including:
    - Staff recognition awarded.
    - Professional Development Opportunities supported.
    - Summary of Staff Satisfaction Survey.
    - Areas of focus for the next 6 months.
    - Recent successes / areas of challenge.
  - Operations Summary
    - Update on completed activity.
    - Areas of focus for the next 6 months, including:
      - Club Charter Program, CRM and discipline system development, High Performance Programming Activity, Coaching Course offerings, new policies implementation and online education research, Technical Director Forums implementation, Referee clinic offerings, Implementing EFT and Larger projects / pieces of work coming out of the various consultant reports.

**Finance Committee**

The Executive Director on behalf of the VP Finance spoke to the June 2016 Finance Report, Player Registration Comparison document and Committee/Staff Liaison Report circulated prior to the meeting.

**ACTION#1: Committee Chair and Staff Liaisons to work together to discuss their respective budgets and forecast to year end specifically to identify surpluses/shortfalls and reallocation within the respective budgets (if needed) and also start to identify ways to spend surplus funds overall should there be any once the forecasting is complete.**

**6. Judicial**

The Judicial Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

**MOTION: To go into camera 99/2016**

**CARRIED**

**MOTION: To come out of camera 100/2016**

**CARRIED**

The Judicial Committee Chair also provided a verbal update which included status of various appeals and discipline cases.

**MOTION: To amend BC Soccer’s definition of “Observer” within the Conduct, Ethics and Discipline Standards Policy & Procedures and Conduct, Ethics, and Discipline Sanction Policy to ensure the observer is uninvolved, neutral and has an appropriate role which is not in a legal or professional capacity. 101/2016**

**CARRIED**

**MOTION:** To amend BC Soccer's the Conduct, Ethics and Discipline Standards Policy & Procedures and Conduct, Ethics, and Discipline Sanction Policy to allow a BC Soccer discipline panel the ability to reasonably deny an individual's presence in a hearing if the panel believe they do not meet the definition of an observer. **102/2016**

**CARRIED**

**ACTION#2:** Executive Director (or delegate) to amend the BC Soccer's Conduct, Ethics and Discipline Standards Policy & Procedures and Conduct, Ethics, and Discipline Sanction Policy accordingly and advise the membership within the next 14 days.

## **7. Player and Coach Development**

High Performance Soccer Development Committee

- The committee Vice Chair, on behalf of the Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

**MOTION:** To approve the addition of Sara Maglio and Chris Murphy as community members of the BC Soccer High Performance Committee. **101/2016**

**CARRIED**

**ACTION#3:** High Performance Committee Staff Liaisons to ensure appropriate committee paperwork is completed for the two new community members (criminal record check, Communication & Confidentiality Protocol and Conflict of Interest Disclosure).

Grassroots Soccer Development Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.
- The Committee Chair also spoke to the need to continue to build on the work that has been done regarding youth to adult transition.
- The President expressed the needed to ensure we continue to focus on this program and not loss the good momentum we have created with its introduction in the Spring, along with the need to ensure the Financial Review criteria is aligned with the Notice to Reader requirement in BC Soccer's overarching rules.

## **8. Competitions and Events**

Youth Competitions Committee

- On behalf of the Committee Chair, the VP Youth spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

Adult Competitions Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

- The Committee Chair also highlighted the strong performance of the Male and Female representatives at the recent Western Championships held in Manitoba.

## 9. Membership Committee

The Membership Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that 2 associate membership applications have been processed since the August 2016 meeting, being:

- Western Canada Rush (Short Term Event)
- University of British Columbia (Post-Secondary Institution)

**MOTION: To accept the Associate Member renewals as presented. 102/2016**

**CARRIED**

The Committee Chair advised that the following new associate membership applications have been approved by the membership committee.

- Martin Bittengl School of Soccer (For-Profit Academy)
- Victoria United (For-Profit Academy) pending providing evidence of follow up documentation.
- TSS Rovers (Other Category)

**MOTION: To approve the Associate Member applications as presented. 103/2016**

**CARRIED**

**ACTION#4: Executive Director (or designate) to send appropriate correspondence confirming membership to BC Soccer.**

The Committee Chair also spoke to the bylaw requirement for any new member to have three signatures of full members within the geographical region and the challenges should a potential new member not be able to obtain this support. The members had a lengthy discussion on this as to relates larger grow objectives and supporting the membership. It was agreed that the board does not have the ability to deviate from the three signature requirement.

**MOTION: To go into camera 104/2016**

**CARRIED**

**MOTION: To come out of camera 105/2016**

**CARRIED**

**ACTION#5: Membership Committee Chair to work with the Director of Community Development to set up a conference call with the appropriate districts and other board members to discuss the specific associate membership application.**

The Committee Chair raised concern regarding the Knight Soccer Adult League and year over year challenges in meeting deadline submissions.

**MOTION:** Place a \$1,000 bond requirement on the Knight Soccer League for the 2017-2018 Associate Member Season which will be forfeited should the league fail to meet any registration and/or payment deadline. **106/2016**

**CARRIED**

**ACTION#6:** Executive Director (or delegate) to send appropriate communication to the Knight Soccer League advising of the above.

#### **10. Governance Committee**

The Governance Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **11. Facility Development Committee**

The Facility Development Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

The Committee Chair with support from the Executive Director advised that BC Soccer has currently not actioned the motion from the August 20, 2016 Board Meeting regarding the contribution to the BIM process, as specific requested information has yet to be received regarding the contribution.

**MOTION:** To go into camera **107/2016**

**CARRIED**

**MOTION:** To come out of camera **108/2016**

**CARRIED**

#### **12. Diversity / Cultural Working Group**

The Diversity Working Group Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting and also advised their recent appointment to as a committee member within the Vancouver Street Soccer organization.

#### **13. Regional Tier 3**

The Regional Tier 3 Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **14. Women In Soccer Working Group**

The Women In Soccer Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

The Executive Director updated the board on the status of the request of Canada Soccer to host a Live Your Goals Festival.

The Committee Chair requested to provide support to the Referee Committee on the retention of female referees.

#### **15. Society Act Transition Working Group**

The Society Act Transition Working Group Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **16. Referees Committee**

The Referee Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting and made specific referencing to the Referee Technical Sub Committee being formulated.

The President advised that there were a number of BC Referees and Assessors who will be involved in the various National Club Championship competitions which has been prompted as a positive on various BC Soccer outlets.

#### **17. Risk Management**

The Risk Management Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **18. Awards and Scholarships**

The Awards and Scholarships Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **19. Nominations**

The Nominations Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting.

#### **20. Any Other Business / New Business**

The VP provided a verbal update on the very good work being done for the South Fraser Soccer Association transition committee in the formation of the new district.

**MOTION: BC Soccer to contribute \$5,000 towards the formation of the new South Fraser Soccer Association district. 109/2016**

**CARRIED**

**ACTION#7: Executive Director (or delegate) to advise the transition committee and ensure financial support is provided.**

The VP provided a verbal update on the Vancouver Youth Soccer Association facilitated club meeting regarding metro programming.

The members discussed seasonal play and the real or perceived challenges having different playing season causes.

**ACTION#8: Executive Director (or delegate) to work with the Director of Soccer Development, along with the appropriate board members on ways to address these concerns in a positive manor while supporting all playing environments.**

**21. Next Meetings (as per the approved June 2016-June 2017 Meeting Schedule)**

- November 5, 2016
- December 10, 2016
- January 14, 2017
- February 25, 2017
- April 8, 2017
- May 9, 2017 (evening conference call, subject to change depending on required timings)
- May 16, 2017 (evening conference call, subject to change depending on required timings)
- June 9, 2017 (evening prior to the 2017 Annual General Meeting)

**23. Adjournment**

- 1:05pm

**ACTION SUMMARY:**

#	Who?	What?
1	Committee Chair and Staff Liaisons	Committee Chair and Staff Liaisons to work together to discuss their respective budgets and forecast to year end specifically to identify surpluses/shortfalls and reallocation within the respective budgets (if needed) and also start to identify ways to spend surplus funds overall should there be any once the forecasting is complete.
2	Executive Director (or delegate)	Executive Director (or delegate) to amend the BC Soccer’s Conduct, Ethics and Discipline Standards Policy & Procedures and Conduct, Ethics, and Discipline Sanction Policy accordingly and advise the membership within the next 14 days.
3	High Performance Committee Staff Liaisons	High Performance Committee Staff Liaisons to ensure appropriate committee paperwork is completed for the two new community members (criminal record check, Communication & Confidentiality Protocol and Conflict of Interest Disclosure).
4	Executive Director (or delegate)	Executive Director (or designate) to send appropriate correspondence confirming membership to BC Soccer.
5	Membership Committee Chair and Director of Community Development	Membership Committee Chair to work with the Director of Community Development to set up a conference call with the appropriate districts and other board members to discuss the specific associate membership application.
6	Executive Director (or delegate)	Executive Director (or delegate) to send appropriate communication to the Knight Soccer League advising of the above.
7	Executive Director (or delegate)	Executive Director (or delegate) to advise the transition committee and ensure financial support is provided.
8	Executive Director (or delegate)	Executive Director (or delegate) to work with the Director of Soccer Development, along with the appropriate board members on ways to address these concerns in a positive manor while supporting all playing environments.

**Approved by:**

\_\_\_\_\_

**Name (please print)**

**Signature**

**Date**

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**Name (please print)**

**Signature**

**Date**

\*Approved at the following BC Soccer Board Meeting; signed copy in BC Soccer office.