



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday June 10, 2017 2:00pm

Delta Burnaby Hotel and Conference Centre, located at 4331 Dominion Street in Burnaby

1. Call to Order/Roll Call 2:00pm

Present: Kjeld Brodsgaard (Chair), Aiman El-Ramly, Chris Appleby, Rob Lennox, Don Moslin, Rob Brown, Don Dancey, Ed Kennedy, Carlos Grosso, Chuck Bennett, Leanna Napolitano, Ralph Luongo, John Charlton, Justus Mirembe, and Jason Elligott (Executive Director).

Regrets: none

2. Welcome from the President

The President congratulated the returning Board members on their re-election / new appointments (Aiman El-Ramly, Rob Brown, Leanna Napolitano, and Don Moslin). He also congratulated and welcome newly elected Board members Justus Mirembe, Ralph Luongo, and John Charlton. He also offered his appreciation and thanks to those candidates not elected.

The President stated that he was looking forward to working with all Board members during the coming year.

The President specifically made members aware of signing the Conflict of Interest and Communication Confidentiality documents; advised that these must be completed and provided to the Executive Director by July 1, 2017.

ACTION#1: Board members to sign and provide to the Executive Director their Conflict of Interest and Communication Confidentiality documents.

The Executive Director advised the board that the board induction binders / package would be provided at the next meeting and each board member will be contacted regarding the contact information to be included on the corporate website and the board business cards.

ACTION#2: Executive Director (or designate) to ensure board manuals / packages are developed and ready for the August 12, 2017 meeting and to facilitate the process for the board business cards.

The President asked the current and/or returning board members who would be able, as part of the board mentorship program and induction process, to be assigned to one of the newly elected board members. It was confirmed that Rob Lennox would support Ralph Luongo, Don Dancey would support Justus Mirembe, and Kjeld Brodsgaard would support John Carlton.

The President also took the opportunity to remind the members that the formal process of communication between the board and the staff is care of the President, through to the Executive Director. The importance of reading board meeting material prior to the meeting and also attending the meetings was stressed.

3. Committee Composition

The President referenced the numerous discussions he had had over the last few weeks with specific members regarding the committee chair appointments. It was stated that, in almost all cases, new members to the board are not assigned a committee chair role to ease their transition. It was stated that the President is working to finalize the last couple committee chair appointments and the final list would be circulated shortly.

ACTION#3: President to circulate the 2017-18 committee chairs to the board members.

The President stated that the Staff Liaisons will be forthcoming from the Executive Director.

ACTION#4: Executive Director to coordinate with staff colleagues on allocating Committee staff liaisons.

The President requested that the confirmed committee chairs start working on determining the community members for their respective committee and also reminded them of the Committee Operating Principles and Composition document which will be updated and circulated to the Board members.

ACTION#5: Executive Director (or designate) to update the invitation communication for Committee Chairs and Staff Liaisons to use when approaching potential community committee members. This communication will include the following:

- Committee Operating Principles
- CRC details
- Conflict of Interest document for signing
- Communication and confidentiality protocol for signing

4. Finance

The VP Finance reminded/requested board members of the following:

- That all board of director expenses are submitted electronically as soon as possible once the expense has occurred, to his attention prior to sending them to the office for processing as the VP Finance approves all board of director expenses.

ACTION#5: Board members follow expense submission process in a timely manner.

8. New Business

The Youth Competitions Committee Chair confirmed that at each of the forthcoming Provincial Championship locations, each respective LOC has a First Aid Plan and Concussion Protocol.

