



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday April 12, 2017 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), Chris Appleby (9am – 11:55am), 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: Aiman El-Ramly

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the June 9 and 10, 2017 Board meeting and committee meeting minutes (by consent) **66/2017**

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 at the meeting.

4. Executive Director update / President's Comments

The President provided a verbal report and update which included the following:

The President spoke to the 2017-18 Board and Committee Meeting Schedule document which was circulated prior to the meeting. Members were reminded that committees shall meet whenever the Committee Chair deems it necessary however the members generally accepted the suggested meeting schedule for each committee for the 2017-18 year as presented.

ACTION#1: Executive Director (or designate) to ensure committee staff liaisons receive the suggested 2017-18 committee meeting schedule.

Members were reminded that, in addition to including the committee meeting minutes in the board meeting packages, a committee report (1 pager) will accompany the minutes. This report is provided on behalf of the respective committee chair and the staff liaison and be a topline summary of high level items that the entire board should be aware of. It also includes any motions or recommendations coming out of the committee that the board is to consider / vote on at the respective meeting.

ACTION#2: Committee Chairs to work with their respective staff liaisons prior to each board meeting to ensure an appropriate committee report is provided in the timelines request to be included in the meeting board package.

The President spoke to the Board Regional Liaison Program and the regions that are assigned to each board member.

MOTION: To accept the 2017/18 Board Liaison Regions as discussed.

67/2017

CARRIED

ACTION#3: Executive Director (or designate) to ensure the website is updated accordingly.

The members discussed the preferred location for the 2018 Annual General Meeting and discussed the pros and cons of potentially hosting the AGM outside the Lower Mainland now that the three year agreement with the Delta in Burnaby is completed. Based on the members AGM satisfaction survey, it was stated that the most desirable location is the lower mainland for the members, however noting the time of year of the AGM is a challenge for members outside the coastal region as they are facilitating play down matches and activity, therefore it was agreed to explore options in the Lower Mainland area in alignment with the budget.

ACTION #4: Executive Director (or designate) to explore options of the 2018 AGM.

The Executive Director provided to each board member the 2017/18 board orientation manual.

The Executive Director provided a verbal summary of the August 2017 Executive Director Report (circulated prior to meeting) comprised of a high level summary across all association activity over the last four months included:

- Human Resources Summary, including:
 - Confirming that Stephen Wurz joined the association permanently in the role of Director of Finance.
 - Advising of four staff recognition awards being provided to Dan Turvill, Lynda Mulder, Aimee Kapil, and Paul Turner.
 - Areas of focus for the next 6 months.
 - Recent successes / areas of challenge.
- Operations Summary:

- Updates on various activity, including government grant confirmations and status, recent 2016-17 Provincial Championships, 2017 Annual General Meeting outcomes, Club Charter, Referee Development Programming, Coaching Development Programming, Player/High Performance Programming, communications update, and Conference and Technical Director Diploma update.
- Updates on Canada Soccer initiatives being
 - Club Licensing (as a result, it was stated that BC Soccer will not introduce Standard 2 or 3)
 - Skills License
 - Coaching Certification
 - Canada Soccer (FIFA) Connect Database / Registration System
- Recent successes / areas of challenge.
- Areas of focus for the next 3 months.

The Executive Director also provided a high level Progress Report on the internal 2017-2018 Operations Plan which was approved at the April 2017 board meeting, along with a brief verbal update on the software platform used to monitor the action against the agreed tasks and objectives. The full 2017-18 Operational Plan Progress Report was circulated prior to the meeting. Overall it was restated that the operational plan is aligned and supports the delivery of the strategic with the aim of ensuring that the association as a whole is working towards the agreed association wide strategic objectives.

The members discussed the results of the membership feedback survey regarding the drafted BC Soccer bylaws that were presented (and defeated) at the 2017 BC Soccer Annual General Meeting. It was agreed that the results would be reviewed by the 2016-17 Society Act Transition Committee Chair and next steps would be presented at the September or November 2017 board meetings.

ACTION #5: 1st VP to work with the Executive Director or review the results and determine next steps.

5. Committee Composition

The President presented details of the proposed committee members including Board and Community Members who will be part of them. The members were reminded that the committee chairs were approved at the June 10, 2017 meeting and that the President is a de facto member of all committees.

Committee: Facility Development Members: <ul style="list-style-type: none"> • Chris Appleby (Director) • Carlos Grosso (Director) 	Committee: Awards and Scholarships Members: <ul style="list-style-type: none"> • Don Moslin (Director) • Don Dancey (Director) • Justus Mirembe (Director)
Committee: High Performance Soccer Development Members: <ul style="list-style-type: none"> • Don Dancey (Director & Committee Vice Chair) 	Committee: Finance Members: <ul style="list-style-type: none"> ○ Carlos Grosso (Director) ○ Leanna Napolitano (Director) ○ Don Moslin (Director)

<ul style="list-style-type: none"> • Justus Mirembe (Director) • Ron Brar (Community) • Dave Irvine (Whitecaps FC) • Matt Holbrook (BCSPL) • TBC – Jason de Vos (Canada Soccer) 	<ul style="list-style-type: none"> ○ Ed Kennedy (Director) ○ Rob Lennox (Director)
<p>Committee: Hall of Fame Members:</p> <ul style="list-style-type: none"> • Don Moslin (Director) • Don Dancey (Director & Committee Vice Chair) • Leeta Sokalski (Community) • Roger Barnes (Community) 	<p>Committee: Women In Soccer Members:</p> <ul style="list-style-type: none"> ○ Teresa Musgrave ○ Candice Brown ○ Ginger Heartman ○ Debra Pudek
<p>Committee: Youth Competitions Members:</p> <ul style="list-style-type: none"> • Rob Lennox (Director) • Don Moslin (Director) • Chris Appleby (Director) • Rob Brown (Director) • John Reed (Community) • Peter Price (Community) • Doug Ross (Community) • Andrea Laycock (Community) • Bob Sawtell (Community) • Frank Rennick (Community) • Tim Satterford (Community) • Matt Holbrook (Community) 	<p>Committee: Adult Competitions Members:</p> <ul style="list-style-type: none"> • Don Moslin (Director) • Carlos Grosso (Director) • Don Dancey (Director) • Gord Rogers (Community) • Neil Fuge (Community) • Bob Sawtell (Community) • Fraser Sim (Community) • Laurie Robertson (Community) • Peter Vrankovich (Community)
<p>Committee: Regional Tier 3 Members:</p> <ul style="list-style-type: none"> • Carlos Grosso (Director) • Mario Montagliani (Community) • Dino Anastopoulos (Community) • Mark de Frias (Community) 	<p>Committee: Governance Members:</p> <ul style="list-style-type: none"> • Chuck Bennett (Director) • Vince Grecco (Community)
<p>Committee: Membership Members:</p> <ul style="list-style-type: none"> • Chris Appleby (Director) • Ed Hardy (Community) • Floyd Salazar (Community) • John Reed (Community) • Ron Brar (Community) 	<p>Committee: Judicial Members:</p> <ul style="list-style-type: none"> • Vince Greco (Community) • Jackie Larson (Community) • Susan Dhillon (Community) • Frank Rennick (Community)
<p>Committee: Referee Members:</p> <ul style="list-style-type: none"> • Rob Brown (Director) • Ralph Luongo (Director) 	<p>Committee: Risk Management Members:</p> <ul style="list-style-type: none"> • Don Moslin (Director) • John Charlton (Director)

<ul style="list-style-type: none"> • Bob Sawtell (Community) • Tiberio de Frias (Community) • Peter Dragan (Community) • Robin Woods (Community) • Emad Ghashghaee (Community) • Shannon Mazereeuw (Community) 	<ul style="list-style-type: none"> • Ken Serne (Community) • John Reed (Community)
Committee: Grassroots Soccer Development Members: <ul style="list-style-type: none"> • TBC 	Committee: Nominations Members: <ul style="list-style-type: none"> • TBC

MOTION: To approve the Committee members as presented.

68/2017

CARRIED

The board agreed that in instances where additional committee members are added, they would be able to participate in one meeting prior to being approved by the board. This was determined because of timings of the up-coming committee meetings and the next board meeting not being held until September 16, 2017.

The President reminded all Committee Chairs to review their respective committee Terms of Reference in consultation of their committee staff liaison, make any amendments and provide them to the Governance Committee for review.

ACTION#6: Committee Chairs in consultation with their respective staff liaison to review their committee’s terms of reference, provide any necessary edits and submit to the governance committee via the Director of Community Development, for review.

6. Facility Development Committee

The Facility Development Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting which included:

- An update on the continued positive discussions with a specific city in the Lower Mainland regarding the potential partnership to develop a facility for BC Soccer that meets the needs of and becomes the ‘home’ for the association.

MOTION: To go into camera

69/2017

CARRIED

MOTION: To come out of camera

70/2017

CARRIED

The board supported the continuation to engage with the City on this project. It was noted that the board previously discussed and stated that there is potentially up to \$2.5m available for BC Soccer to

put towards a facility; the current building reserve (\$1m) and the current BC Soccer office location (estimated value \$1.5m). It was stated that the sale of the current office would be subject to membership approval.

7. Finance Committee

The VP Finance spoke to the Committee/Staff Liaison Report, the June 2017 Financial Statements, the player registration update and member registration/payment submission update documents (all circulated prior to the meeting). Overall, it was noted that the association is in a good financial position. However, with the trend in player registration numbers the association must ensure that appropriate decisions and actions are in place to adjust operations to continue to provide the desired services and programs with potentially less financial resource.

The VP Finance provided a status update on the following operations activity that is current taken place in the finance area: implementation of GST, transition to new bank, and updating to the overall internal financial policies.

ACTION#7: Staff to ensure appropriate board regional liaison is aware of members who have not submitted player registration data, payment, or are in arrears.

8. Nominations

The board was advised via the Nominations Committee Chair/Staff Liaison Report circulated prior to the meeting that:

- The committee has been charged with a mandate of more independently and more proactively recruiting prospects for election to the BCSA Board.
- The Chair is currently consulting with board members, past committee chairs and membership to seek direction as to how the committee can be effective, especially in two regards:
 - o Recruiting more, well-prepared candidates for Board positions, especially given the medium- term need for younger Board members, and,
 - o To include addressing the two groups consistently having low representation: females and Interior soccer.

Current thinking supported by about ten discussions to date are to:

- Have a committee comprised of up to four members: the Chair; a member with familiarity of Women in Soccer; a member with knowledge of the Interior; and a Coastal member representative. At most, one committee member will be a Board member.
- Begin the recruitment process in the Fall, to increase the time prospects have to become familiar with the association and its membership (who vote in elections). A revised candidate recruitment notice will be prepared, likely for October distribution.
- To extend the mentor program to an identified "Board Prospects" list, e.g., to include introductions, counselling, news and attendance at Board/member events, such as members forums and any SGM or similar members event.
- Work closely with the "Women in Soccer Committee".
- Have board members attend Interior district AGM's to encourage participation.

- Have discussions with coastal members re increasing transparency of decisions regarding candidates/elections.

The Chair also advised:

- he will be writing individually to Board members and others asking for suggestions for prospect names.
- the committee members must NOT be potential candidates for election themselves, therefore committee selection has not been completed, and is expected by September.
- A budget will be prepared, including for prospect attendance at AGM/All-Candidates/other meetings.

ACTION#8: For any Board Members with comments on these directions to contact the Nomination Committee Chair, Roger Barnes directly.

9. Player and Coach Development

High Performance Soccer Development Committee

- The Committee Chair provided a verbal report, which included the following update:
 - o High Performance License
 - Completed 6-month BC SPL Franchise Club High Performance License Assessments.
 - License Granted to 6 franchise clubs and 2 are currently under review.
 - o High Performance Program
 - Successful Delivery of BC Soccer High Performance Program Activity
 - July Camps - 199 players from U13 to U18 representing all BC SPL franchise clubs
 - Feb – July Total HPP Matches – 60 (Total Players 311, Male 158 and Female 153 representing all BC SPL franchise clubs.

Grassroots Soccer Development Committee

- The Committee Chair provided a verbal update, which included status on the charter program, conference, coaching courses, U8-U12 guidance and curriculum, and grants programming.
- It was also advised that the committee would explore adding a subcommittee to player retention.

10. Competitions

Youth Competitions Committee

- The Committee Chair provided a verbal update which included:
 - o Thanking the various board members for their support, involvement, and leadership at each of the Provincial Championships locations, along with acknowledging and thanking each Local Organization Committee.
 - o The leads at each location spoke to the various issues and challenges that arose and where happened and also noted that there are a few that are being handled by BC Soccer Judicial.

Adult Competitions Committee

- The Committee Chair provided a verbal update which included:
 - o Advising that the Finals of the Provincial Championships were successfully facilitated, however expressed disappointment in the behavior from some of the players, especially within the Men’s Open Final Match.
 - o The members discussed and agreed that this type of behaviour has no place in the game, especially competitions facilitated directly by BC Soccer and individuals who act in this manor must be dealt with accordingly.
 - o The 2017-18 Adult Competitions Committee will not have representation from the Full Member Adult Leagues which is new this year and put in place to help address conflict of interest in decision making regarding the BC Soccer Adult Provincial Championships.

11. Membership Committee

The Membership Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included;

- Advising that eight (8) associate membership renewal applications have been received and approved, being:
 - o Vancouver Futsal Association (Short-Term Event)
 - o Prince George Women’s Soccer League (Adult League)
 - o Nelson Youth Soccer Adult League (Adult League)
 - o Simon Fraser University (Post-Secondary)
 - o Michael Cuccione Foundation (Short-Term Event)
 - o Multicultural Soccer Association (Adult League)
 - o North Cariboo Senior Soccer League (Adult League)
 - o Punjabi Sports Club Kamloops (Short-Term Event)

The Executive Director reminded the members that the board previously delegated the authority to approval Associate Membership renewals to the Membership Committee Chair, therefore a motion is not required for the renewals. However, the board will be updated on all renewals at each board meeting.

The Membership Committee Chair raised the item that has arisen recently with Associate Membership Applications and the conflict between districts with the requirement with the BC Soccer bylaws for applications to receive signatures from three (3) full members. It was stated that there will be amendments to the form to gather more information to help with the discussions and decision making on new associate membership applications.

MOTION: To go into camera 72/2017

CARRIED

MOTION: To come out of camera 73/2017

CARRIED

12. Regional Tier 3

The Regional Tier 3 Committee Chair provided a brief verbal update which included:

- Committee to determine next steps with viability of the League and appropriate plan of action.

13. Awards and Scholarships

The Awards and Scholarships Committee Chair provided a verbal update advising that the committee will be focusing on building on the current activity the association performs in this area.

14. Women In Soccer Working Group

The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:

- Female Grants Program initiative was revealed and communicated to membership March 8, 2017 (International Women's Day), and applications are being accepted until June 30, 2017.
 - o Fifteen applications have come in to date.
- Currently exploring how CAWWs could be added to the BC Soccer Conference or facilitate a standalone session.

The President added to the update by reminding the members that for 2017-18 BC Soccer will not be having a Diversity Working Group as the over number of years the work that is group had focused on, has now become an integral part of the discussions within all the areas and activity of BC Soccer and thus the working group is no long needed in its previous form.

15. Risk Management

The Risk Management Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the status of the various groups required to complete criminal record checks for BC Soccer directly.

Proposed Rule Amendment to Rule 21 – Risk Management

CURRENT

RULE 21 - RISK MANAGEMENT

- a) *All BC Soccer directors and every volunteer or employee of BC Soccer or an affiliated BC Soccer organization, age 19 and over, who at any time could be expected in the performance of their duties to:*
 - i. *be entrusted with performing financial duties;*
 - ii. *be responsible for book keeping or bank account(s) or any other monetary duties; must have on file the results of a Criminal Record Check completed within the last 36 months.*

- b) *All BC Soccer directors and every volunteer or employee of BC Soccer or an affiliated BC Soccer organization, age 19 and over, who at any time could be expected in the performance of their duties to:
 - i. *be with any vulnerable person*must have on file the results of a Vulnerable Sector Check completed within the last 36 months.*

PROPOSED

RULE 21 - RISK MANAGEMENT

- a) *All BC Soccer directors and every volunteer or employee of BC Soccer or an affiliated BC Soccer organization, age 19 and over, who at any time could be expected in the performance of their duties to:
 - i. *be entrusted with performing financial duties;*
 - ii. *be responsible for book keeping or bank account(s) or any other monetary duties; must have on file the results of a Criminal Record Check completed within the last 36 months.**
- b) *All BC Soccer directors and every volunteer or employee of BC Soccer or an affiliated BC Soccer organization, age 19 and over, who at any time could be expected in the performance of their duties to:
 - i. *be with any vulnerable person*must have on file the results of a Vulnerable Sector Check completed within the last 36 months.*
- c) *If a director, volunteer, or employee of BC Soccer, or an affiliated BC Soccer organization, is charged with or convicted of an offence, per the Criminal Records Review Act (RSBC 1996), within 36 months of their last criminal record check on file, that person must promptly report the charge or conviction to the organization(s) with which they volunteer or are employed by. The organization must promptly request the charged or convicted person obtain a new criminal record check including a vulnerable sector check (if applicable) and determine, within timelines specified by the organization, if that person is suitable to continue carrying out his or her duties.*

RATIONALE

In follow up to discussion during the 2017 AGM, to align with the Criminal Records Review Act and include actionable provisions for individuals and affiliated organizations during the time between criminal record check intervals.

MOTION: **To approve the BC Soccer Rule 21 amendment as presented and circulated prior to the meeting.** **74/2017**

CARRIED

ACTION #9: **Executive Director (or designate) to circulate to the membership within 14 days of the meeting.**

16. Governance Committee

The Executive Director, on behalf of the committee chair, spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following advising:

- Committee is still seeking to add one more additional community member.
- Terms of Reference have been received from governance, hall of fame and the members committees.

The Executive Director further advised that the Lower Mainland District Chairs have been meeting and discussing and developing plans for the BC Coastal Soccer League that will have league board made up of the district chairs with committees reporting to the board that are responsible for the facilitation and implementation of the various division/league activity within the lower mainland.

17. Referees Committee

The Referee Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:

- That there are currently 3,624 registered referees in the province (1,276 Small Sided, 225 Youth, 2041 District, 56 Regional, 19 Provincial, 6 National, and 1 FIFA)
- 2017-18 Referee Refresher commence August 2017.
- Provincial Youth Championship
 - o 3 Locations
 - o 173 Officials involved the most ever to be involve, previous total 110
 - o Girls B-Cup was predominantly officiated by females (36)
 - o Referees were Mentored and for some an Assessment was completed
 - o Educational Sessions were run in all 3 locations
 - o Referees were supported by 36 Instructors/Assessors
 - o Ages between 14-56
 - o Daily Meeting to place to review Referees
 - o Performances were very good
- Assessor/Instructor Symposium
- 36 Instructors/Assessors
- All were shown the new Refresher for 2017-18
- Instructors had to Instruct sessions and were given feedback
- Assessor conducted Mentorships and were Shadowed and given feedback
- Daily Meeting to place to review Best Practices
- Grassroots Program
 - o RDO Tele Conference Call took place July 31
 - o Head Referee Job Description Updated
 - o RDO deliverables updated
 - o RDO Reporting template reflective of District/Club reporting
 - o Grassroots Referee Festival- Richmond August 16th Hugh Boyd
- Canada Summer Games
 - o BC Soccer Referees involved
 - Female side - Carly Shaw-MaClaren-Referee and Erina Cho-Assistant Referee

- Male side - Evan Fryer-Assistant Referee
- Referenced the detailed Dallas Cup Report which was circulated prior to the meeting.
- Advised that the Chair of the Referee Development & Performance Working Group (Ref. Cmt Sub-committee) is Rob Brown.

18. Judicial

The members were provided a brief verbal update of behalf of the Committee Chair, which included status of various appeals and discipline cases currently being reviewed/heard.

MOTION: To go into camera 75/2017

CARRIED

MOTION: To come out of camera 76/2017

CARRIED

19. Hall of Fame

The Hall of Fame Committee Chair provided a brief verbal update advising that the committee is looking forward to exploring what a Hall of Fame could look like in BC.

20. Any Other Business / New Business

The members were made aware that the Chair of Quesnel Youth Soccer has inquired to see what support BC Soccer can provide if they would to host an event to reinvigorate the communities in the north that have been impacted by the wild fires.

The members were also reminded that BC Soccer made a \$1,000 donation to Red Cross to support the communities and displaced families as a result of the wild fires.

It was asked if the Whitecaps FC would allow BC Soccer to host a board meeting at this new facility at UBC.

ACTION #10: Executive Director (or designate) to inquire with the Whitecaps FC.

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

- September 16
- November 4
- December 16

22. Adjournment

- 12:10pm

