



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday January 14, 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), Chuck Bennett, Aiman El-Ramly (conference call from 9am – 11:30am, in-person 11:30 – 1:05pm), Rob Lennox, Rob Brown, Don Moslin, Shannon Foster (conference call), Ed Kennedy, Ron Brar, John Reed, Don Dancey, Carlos Grosso, Leanna Napolitano and Jason Elligott (Executive Director).

Regrets: Chris Appleby

### 2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

**MOTION: To approve the minutes of the December 10, 2016 Board meeting and committee meeting minutes (by consent) 1/2017**

**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 in at the meeting.

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

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

- Advising that BC Soccer will be nominating Bill and Claudia Sparling for the Sport BC Soccer specific President's Award.
- Advising of the date of the next Canada Soccer Member Forum Meeting with the agenda items being:
  - o Overall communication
  - o Player registration numbers update and retention committee presentation
  - o Voting structure discussion update

- Advising that BC Soccer will be contacting an archivist specialist within the soccer community to request support in reviewing the information BC Soccer has saved over the years in its off-site location.

The President also took the opportunity to wish everyone a happy new year and thanked them for their commitment and contribution each provide to the association.

The Executive Director provided a verbal summary of the January 2017 Executive Director Report (circulated prior to meeting) which included:

- Summary of high level activity since the last board meeting.
  - o Human Resources Summary, including:
    - Areas of focus for the next 6 months.
    - Recent successes / areas of challenge.
  - o Operations Summary
    - Update on completed activity, various Canada Soccer and Government Meetings, and recent challenges/conflict resolution items.
    - Areas of focus for the next 6 months.

### **5. Regional Tier 3**

The Regional Tier 3 Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:

- Advising that the RT3 League “Operations Manual and Technical Standards, “Information Package” and Franchise Holder online pre-application will be announced via the BC Soccer website by January 20, 2017.

### **6. Awards and Scholarships**

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

- o Advising that scholarship funds for 2016-17 redeemed to date: 12
- o New Scholarship Policy has been approved, and now available online.
- o New 2017 Scholarship application form and Award nomination forms are now available online and being accepted. Communication sent out to membership on December 15<sup>th</sup> and to-date there has been 5 award nominations received.

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

The chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included an update in relation to the objective of engaging with partners to promote the game of soccer to under-represented groups, the DWG committee will work to:

- Provide input for criteria for Standard 2 of the Club Charter Program that will promote diversity and cultural groups at the club level
- Identify items that could be done at the provincial level including:
  - o Offering coaching/refereeing courses with associate member partners & regions
  - o Research partnering with Immigrant Services Society of BC and possibility of holding a festival for new immigrants
  - o Initiate relationship with parasport/soccer

The President also advised that the association was contacted regarding potentially supporting a 125-celebration match that is currently being discussion within the aboriginal communities.

## **8. Risk Management**

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

The committee chair advised for the committee's recommendation to amend BC Soccer's Risk Management Rule to from 12 month to 36 months which would align BC Soccer criminal record check requirement to that of the membership. The committee request that Governance include this in the amendments for the 2017 AGM.

**ACTION#1: Governance Committee Chair to work with staff to draft appropriate amendment to the Risk Management Rule.**

## **9. Governance Committee**

The Chair also provided a verbal update requesting any rule amendments to be provided as soon as possible for consideration at the 2017 AGM.

## **10. Competitions and Events**

### Youth Competitions Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - Advising that the Annual Futsal Festival took place on December 18, 2016 at the University of Fraser Valley
  - Advising that 2017
    - Provincial Premier Cup (boys/girls) – June 24/25, hosted by Coquitlam Metro-Ford SC.
    - Provincial A Cup (boys/girls) – July 6-9, hosted by CCB.
    - Girls Provincial B Cup – July 6 – 9, hosted by Coastal FC.
    - Les Sinnott memorial Boys Provincial Cup – July 6 – 9, hosted by North Okanagan Youth Soccer Association (Vernon).
  - Youth Provincial Travel Grants formula amended. New formula will provide grants to fewer teams, but will typically be much higher dollar amounts.
  - LOC Workshop 2017 tentatively scheduled for January 29th, 2017. This annual meeting brings together all 2017 Local Organizing Committees. BC Soccer presents all aspects of the Hosting Guidelines and Requirements, and attendees are given the chance to share their ideas, experiences and ask questions of BC Soccer and of former hosts.
- The Chair further provided the updated draft of the Youth Competitions Rules and Regulations which were approved at the last Youth Competitions Committee Meeting.

**MOTION: To approve the update Youth Competitions Rules and Regulations as presented and circulated prior to the meeting.** **2/2017**

## CARRIED

**ACTION#2: Executive Director (or designate) to circulate to the membership within 14 days of the meeting.**

- The Chair verbally advising:
  - o The B Cup draw will be held on February 8, 2017 with the A Cup draw following in early March (date TBD).
  - o The Coastal Cup Committee has recently met and is working on the schedule for the 2017 competition.

### Adult Competitions Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - o Advising of discussion on potential expansion to include Masters Provincial Cup or add a new B Level Masters Competition.
  - o Plan to continue to media support for league cup finals leading to Provincial Championships.
  - o Reviewing the potential of hosting Adult Futsal Provincials in 2017 and send a representative to Nationals in April 2018.
  - o Advising that BC Soccer held a successful site visit with Canada Soccer regarding hosting Adult Nationals and have provided drafted contract/agreement to be the Local Organizing Committee for acceptance.

## 11. Finance Committee

The Executive Director on behalf of the VP Finance spoke to the November 2016 Financial Statement (circulated prior to the Meeting), the updated Forecast to year end (circulated prior to the meeting) and provided a verbal update on the player registration numbers, which is projected to be down between approximately 3.5% in youth players and 6.5% in adult which is concerning (however noting that adult players are normally submitted late). Overall, it was noted that the association is in a good financial position.

The Executive Director on behalf of the VP Finance also spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:

- Member Registration Payment Updates
- Advising on the updated forecasts to year-end, which is projecting an increase to the variance (surplus) to the overall budget that previously projected. Therefore, the Finance Committee recommends that based on this new forecast, the “additional spending” requests from youth and adult competitions now be approved, which are;
  - o Adult competitions - \$6,000 on advertising for league cup finals
  - o Adult competitions - \$6,000 on additional grants for Westerns and Nationals teams
  - o Youth competitions - \$6,000 on retroactive travel grants for Club Nationals teams

**MOTION: To approve the Finance Committee’s recommendation as presented above, totaling \$18,000. 3/2017**

## **CARRIED**

### **ACTION#3: Executive Director (or designate) to action the additional spend approvals.**

- Advising that the Finance Committee has also recommended that an additional \$25,000 could be spent on any other requests, once approved by the Board. Therefore, is requesting the committee to bring forward any items that would be considered noting that the spend would be required to be paid out by the end of this fiscal year and cannot be capital expenses.

## **12. Referees Committee**

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

- Canada Soccer has accepted the Nomination of Jasmain Parr (Male Assistant Referee) from Kelowna and Candace Brown (Female Assistant Referee) from Vancouver to the List of National Officials for 2017 pending the completion of the appropriate Fitness Test at the CSA National Camp on February 11<sup>th</sup> in Toronto.
- The Referee Development & Performance Working Group met and;
  - o Completed the Annual Review of Referees which has been approved by the Referee Committee.
  - o Reviewed the present Assessor and Instructor lists and recommended Rubin Smilev to be Nominated to the Canada Soccer for possible inclusion as a National Assessor which was approved by the BC Soccer Referee Committee.
- Upcoming Events
  - o January 27 & 28 BC Soccer Grassroots Referee Development Seminar- Kamloops
  - o February 3 & 4 Referee Instructor Training (New Entry Level material, Update on the Laws of the Game, Material to be used with HP & Candidates Programing)

The VP Adult and vice committee chair specifically acknowledging the recent and good work of the Referee Development Coordinator.

## **13. Membership Committee**

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

- The Membership Committee agreed
  - o that BC Soccer does not need to amend the membership fee of university associate members.
  - o that Associate Membership applications should be directed to BC Soccer and then for BC Soccer to inquire/request feedback with the relevant Full Members. Staff will draft wording of a proposed amendment for Governance Committee, although it was felt that this may not necessarily improve the process.
- Advising that 1 associate membership application has been received and approved by the membership committee, being:
  - o Soccer Quest (For-Profit Academy)

**MOTION: To approved the Associate Member application as presented.**

**4/2017**

**CARRIED (2 against and 1 abstention)**

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

#### **14. Judicial**

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

- Advising a discipline workshop was held for South Burnaby Metro Club at the club's request.
- Providing a verbal update which included status of various appeals and discipline cases.

**MOTION: To go into camera 5/2017**

**CARRIED**

**MOTION: To come out of camera 6/2017**

**CARRIED**

The committee chair as spoke to the Policy for Metro Select League Programming and the rationale behind the drafting of it.

**MOTION: To ratify the electronic approval of the Policy for Metro Select League Programming. 7/2017**

**CARRIED**

**ACTION#5: Executive Director (or designate) to circulate to the membership within 14 days of the meeting.**

The Executive Director noted that this has already been completed.

#### **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, which included the following update:

- Timelines for new society act transition
  - o In progress - September – November 2016 Committee reviews (in consultation with legal) the amendments required to BC Soccer's Constitution and Bylaws to comply.
  - o Completed - October 2016 BC Soccer provides a notice to the membership to advise of the timelines for all societies to comply and how BC Soccer will support them in this process.
  - o In progress - January 2017 – March 2017 BC Soccer's legal reviews the current BC Soccer Constitution and Bylaws template and propose any amendments potentially required to ensure the template is in compliance with the new Society Act.
  - o May 2017 BC Soccer, as per the bylaws, provides membership with proposed amendments to be in compliance with new society act.

- June 2017 at the BC Soccer AGM, membership vote on amendments.
- Post AGM new BC Soccer Constitution and Bylaws are filed with the registrar of societies.

The chair and the executive director further advised the implementation of the 2002 court order as it relates to BC Soccer's current voting structure and the desire of the new society act to be one member one vote. The chair stated that the association is different to the one in 2002 when the court order was provided and needs to ensure that it is adhering as a PSO to the overarching expectations and responsibilities set forth by the provincial government and Canada Soccer.

## 16. Player and Coach Development

### High Performance Soccer Development Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - High Performance License
    - Assessment Documents (Report & Checklist) circulated at the meeting and advised it will be presented at the next HPC Meeting (Jan 18)
    - Assessments to be implemented during BCSPL Phase 1.
  - High Performance Program
    - Currently Finalizing the 2017 Phase 1 BC Soccer HPP Match Schedule
- The committee chair further added to the Executive Director updated regarding the status of the EA Sports Sponsorship Agreement specific to the BCSPL title sponsorship. Consensus of the members was that if EA Sports did not renew the agreement to be the title sponsor of the BCSPL, BC Soccer would provide a sponsorship of \$15,000 to the league.

**ACTION#6: Executive Director (or designate) to continue to try and renew the agreement with EA Sports and by February 15, 2017 if not renewed, inform the BCSPL and process the BC Soccer sponsorship as motioned.**

- The committee chair and the VP spoke to the whitepaper title Further Alignment Playing Environment (circulated prior to the meeting). The members had a lengthy discussion regarding the interaction between the various playing environments and the challenges / learnings that have been taken place over the last few years. They further discussed the potential benefits/challenges to BC Soccer being more involved in operating league play. It was agreed that this would be an ongoing discussion to be reviewed in the future and the focus currently was the introduction of the High Performance License and working with the current BCSPL Franchise Clubs to meet the agreed standards.

### Grassroots Soccer Development Committee

- The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - Festivals
    - Facilitated BC Soccer Futsal Festival on December 18th
  - Club Charter
    - Standard one update
      - 48 clubs have expressed interested in joining the program.
      - 42 clubs have been approved by Youth District;

- 6 clubs awaiting approval by Youth District.
  - Communication sent out to majority of Opted-in clubs to arrange a support visit from Grassroots Development Officer to help with meeting criteria. Meeting will be scheduled from Jan to May.
- Coaching Course Certification Update:

April - Nov 2016								
	AS		Fun		L2T		S4L	
	Courses	Coaches	Courses	Coaches	Courses	Coaches	Courses	Coaches
2015-16	31	576	35	619	17	305	24	411
2016-17	46	653	39	603	44	739	30	535

### 17. 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:

- Final stages for drafting a grant program for clubs to support clubs that are working to increase female participation and involvement in the game
- Offer input for Standard 2 of the Club Charter Program to incorporate female-specific components.

### 18. Nominations

The Nominations Committee Chair provided a verbal update which included:

- Advising that the 2017 Board of Director Information Package and Application Form has been posted on the website and circulated.
- Advising the First VP, VP Adult and 5 director positions are up for election at the 2017 BC Soccer AGM.
- The committee's request for anyone wishing to run for executive board positions (1st Vice President and VP, Adult) submit application forms by March 1, 2017 and that Director positions should be submitted by April 1, 2017.

**ACTION#7: First VP, VP Adult and 5 directors to declared by the requested time in 2017.**

### 19. Facility Development Committee

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

- BC Soccer still have not actioned the motion from the August 20, 2016 Board Meeting regarding the contribution to the BIM Process and will not be exploring this option moving forward, therefore the \$50,000 approved spend will not occur.
- BC Soccer met with councilor for the city of Surrey whom are interested in finding a 'home' for BC Soccer, however their want is a long-term lease.
- BC Soccer contacted Whitecaps FC to gather information on the terms of their office space rental agreement with Canlan as they are moving out of that space in Fall 2017. This would be a



rental.

The members discussed the purchase versus rent/lease options and it was confirmed base on the membership want 4 years ago, that lease and rental is not an option unless it substantially improves on what BC Soccer currently has and provide more opportunities for access to facilities such as fields. Further, it was agreed that regardless of the facility, the staff team is to be kept together in one location and ideal that is where there is office space with a field. The committee will continue to explore options.

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

The First VP advised, as previous chair of the strategic planning committee, that there is work being done on tracking against the strategic objectives and that a report will be provided by April 2017, which is one year since the introduction of the 2016-2019 Strategic Plan.

**ACTION#8: First VP to work with the Executive Director on the Strategic Plan status report.**

The VP Youth provided a summary of the recent Vancouver Youth Soccer Association Special General Meeting, which was called at the request of 10% of their membership to discussion and vote on an amendment to the bylaw with VYSA specific to Metro Select Programing operation with the district. It was confirmed that the proposed amendment was defeated.

The VP Youth advised that the Metro Select League was appreciative of BC Soccer support regarding the creation and approval of BC Soccer Policy for Metro Select League Programming.

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

- 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

