



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday November 4, 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), Aiman El-Ramly (9am-11:50am), Chris Appleby, Rob Lennox, Don Moslin, Rob Brown, Don Dancey, Ed Kennedy (Conference Call), Carlos Grosso, Ralph Luongo, John Charlton (Conference Call), Justus Mirembe (9am-noon), and Jason Elligott (Executive Director).

Regrets: Chuck Bennett and Leanna Napolitano

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the September 16, 2017 Board meeting and committee meeting minutes (by consent) 94/2017

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 verbally advised that board that unfortunately Chuck Bennett has resigned his director position. The reason for the resignation was nothing to do with BC Soccer, however very unfortunately the President of the Nelson Youth Soccer Association has fallen terminally ill and no longer able to manage the youth association's activity. As a result, as the past President and one of the only individuals within the Nelson soccer community with the required knowledge to be able to support the operations, Nelson Youth Soccer asked Chuck if he would accept the President role. Under the circumstance, Chuck accepted and as a result must step down for the BC Soccer board due to the BC Soccer bylaws. The

members of the board, expressed their disappointment in Chuck stepped down, however understand the reasoning for doing so and support him with this decision; further advised that Chuck would be welcome to carry on in the community member capacity of the various committees he is a part of.

The board discussion the options available to them to fill the vacant director position.

ACTION #1: Board members to bring forward potential names to the President for consideration to fill the vacant director position.

ACTION #2: President to discussion with the Nominations Committee any potential candidates to fill the vacant position.

MOTION: To replace Chuck Bennet as Membership Committee Chair with board member Carlos Grosso. **95/2017**

CARRIED

ACTION #3: Executive Director (or designate) to the appropriate steps to inform the staff and update the (various) relevant documentation.

The Executive Director provided a verbal summary of the November 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:
 - Providing an update on the 9 staff professional development opportunities BC Soccer have provided in support of specific staff members over the last 4 months and the ones that are currently scheduled over until the end of the year.
 - Advising Mid-Year Reviews have been completed.
- Operations Summary:
 - Updates on various activities, financial reforecasting, BC Soccer Conference, Technical Director Diploma/Certificate offering, Coaching Learning Facilitator support program, National Competitions delivery and activity, Special General Meeting planning, Club Charter Program, Grants Program and communications update.
 - Updates on Canada Soccer initiatives being
 - Club Licensing (as a result, it was reminded 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.

MOTION: To proceed as planned with the Executive Director's recommendation regarding the amendments to the soccer development department staff plan. **96/2017**

CARRIED

ACTION #4: Executive Director (or designate) to action as presented.

The Executive Director spoke to staff's 2018 Annual General Meeting location recommendation circulated prior to the meeting.

MOTION: To approve staff's recommendation for the 2018 BC Soccer AGM to be held at the Delta Hotels by Marriott Burnaby Conference Centre. 97/2017

CARRIED

ACTION #5: Executive Director (or designate) to secure hotel and sign agreement for 2 years.

The board requested for staff to explore ways to stream the AGM for those members who are not able to attend in person.

ACTION #6: Executive Director (or designate) to explore streaming of AGM and associated cost to do so.

5. Facility Development Committee

The Facility Development Committee Chair and the Executive Director provided a verbal update regarding the meeting held with the 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 98/2017

CARRIED

MOTION: To come out of camera 99/2017

CARRIED

MOTION: To support the Facility Development Project as presented and to confirm this support to the specific city subject to agreeing cost allotment terms and conditions. 100/2017

CARRIED

ACTION #7: Executive Director (or designate) to provide this confirmation to the city.

MOTION: To support the Facility Development Committee Members and Executive Director to commence discussion regarding the cost allotment terms and conditions with the ability to discuss up to a \$3 million dollars investment over for the total project. 101/2017

CARRIED

ACTION #8: Facility Development Committee and Executive Director to action accordingly.

6. Finance Committee

The VP Finance spoke to the Committee/Staff Liaison Report, the August and September 2017 Financial Statements, and the player registration update (all circulated prior to the meeting). Overall, it was noted that the association is in a good financial position. However, it was stated that there is going to be a drop off in player registration for 2017-18, the amount is not known as the registration is still being collected. Moving forward the board must ensure that appropriate decisions and actions are in place to provide the appropriate oversight of management to continue to provide the desired services and programs with potentially less financial resource.

The VP Finance spoke specific to the apparel allotment provided to the board members and advised that when provided, it is to be used within the required timelines and it cannot be carried forward.

7. Nominations

The board discussed the Nominations Committee Report that was circulated prior to the meeting which primarily identified the committee objective of recruiting of potential board candidates to stand for election at the 2018 BCSA AGM and also those who may be ready or interested in running for a BC Soccer board position in the next few years. Further, the focus on additional females and individuals in the interior and northern regions of BC. The President confirmed that the Nominations Committee is also looking to revisit increasing the position terms from 2 years to 3 years which was discussed a few years back and not supported by the membership. It was confirmed that the reason for the non-support was the membership wanted the ability to remove a director if needed; it was confirmed that with the societies act there is this provision regardless of what is stated in the BC Soccer bylaws.

8. 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:
 - o High Performance Program
 - Facilitating BC Soccer High-Performance Program Activity
 - November Camps Confirmed
 - Match Schedule is complete with integrated matches with WFC/REX vs BC Soccer HPP and BC SPL Clubs. First matches were Aug 29, 2017.
 - Over the last 6 months there has been over 300 players representing all BC SPL franchise clubs within BC Soccer's High-Performance Program, which is very good.
- The committee chair provided a verbal update on the presentation and direction provided from Canada Soccer's Director of Development to BC Soccer and the BC SPL at the September 19, 2017 meeting/presentation. The direction is to bring the operation of the BC SPL directly into

BC Soccer and prepare to transition to the new nation-wide Player Development Program – BC, which will see similar programs/league operating across the country directly under the operation of the province with strong guidance and direction being provided from Canada Soccer. The members discussed the joint BC Soccer/BCSPL memo that was shared with the BCSPL board of governors on November 1, 2017, which was also circulated prior to the board meeting. It was confirmed that the timelines that BC Soccer is working towards is September 2018 which the board was in support of. It was agreed for BC Soccer to work together with the BCSPL to make this transition and dissolve the separate society.

ACTION #9: Chair of the High-Performance Soccer Development Committee, President and Executive Director (or designate) to take the appropriate steps to transition the operations of the BCSPL directly into BC Soccer.

- The Canada Games was spoken to and it was requested to circulate the Canada Games Report which was provided the BC Soccer's High-Performance Soccer Development Committee.

ACTION #10: Executive Director (or designate) to circulate the Canada Games Report.

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
 - o Completed 29 Festivals within Lower Mainland, Interior and Kootenays.
 - o Completed trial of a Festival with a Community Course (Active Start/FUNDamentals).
 - Purpose is to provide another option for clubs to delivery these courses. Linked in with Festival to encourage more Volunteers to attend
 - Grants
 - o Received 37 Grant application to date
 - o Currently scheduling Visits to view Programs (4 Visits completed to date)
 - Club Charter – Standard One Update
 - o 4 Standard One Club
 - o 61 clubs have opted into program
 - o 4 Members awaiting approval by Youth District.
 - o 7 (since the last board meeting) onsite visits completed to support applications and to discuss the benefit for clubs to opt into the program if they haven't already
 - o 13 Clubs have completed 100% upload of criteria and are currently going through review process
 - BC Summer Games planning is well under way and there was been a positive response for to the call for regional coordinators.

9. Competitions

Youth Competitions Committee

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

- Breach of rules followed up from Provincial Cup.
- Committee asked for Youth Competitions budget priorities, suggestions were:
 - More branding/signage
 - Advertising for Cup finals, or trying to have schedules in newspaper
 - Committee agreed to cancel 2018 Futsal Festival (grassroots already running and supporting several of these across BC). It is suggested that this budget should be put towards Provincial Cup travel grants
- BCSPL participation in National Championships: BCSPL Board of Governors is not in support of removing BCSPL teams from qualifying for the National Championships without a suitable alternative.
- 2019 Youth Provincial Cup Hosting Bid package distributed again on October 27, 2017 with Youth Competitions Memo – Due December 31st.
- Thanking those board members who support the various national competitions and advising that BC Soccer is putting forward a bid to host the Westerns.

Adult Competitions Committee

- The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - Allocations for Adult Provincial Cups determined
 - Breach of Rules fine approved for LIWSA
 - Committee agrees to send Futsal team to Nationals as BC rep if an associate member adult league (Futsal) commits and posts a performance bond (\$2500) to cover Canada Soccer fine in the event of a withdraw after the declaration date (November 1). Noting there is no financial support offered from BC Soccer
 - Committee approves bid to host 2018 Western Men's Nationals and Regional Masters Women's competition
 - Provincial Cup finals draw date to be discussed at Adult forum.
 - Match Commissioner role clarified for Provincial Cup finals – to be added to competition rules.
 - Reminder that the committee has set the tentative dates for next year's Adult Provincials as:
 - Provincial Cup Draw, Tuesday April 3rd, 2018 (Proposed Draw Location: Fortius)
 - Preliminary Round Games, April 14/15
 - Round of 16, April 20-22
 - Quarter Finals, April 27-29
 - Semi Finals, May 4-6
 - Finals, May 12/13 with Open Men's and Women's final at Swanguard
- *dates above may need to be adjusted based on league schedules.

10. Membership Committee

With the recent resignation of the Membership Committee Chair, the President spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included:

- Advising that 2 associate membership renewal applications have been received and approved, being:

- University of Victoria (Post-Secondary Institution)
- Shuswap Women’s Recreational Soccer League (Adult League)
- Advising that 2 new associate membership application has been received and approved by the membership committee, being:
 - Vancouver Street Soccer League (Fraternal Organization)
 - Northern United FC (Non-Profit Organization)

The Committee/Staff Liaison Report circulated prior to the meeting included the full associate membership applications and the letters from current members regarding the applications.

MOTION: To go into camera 102/2017

CARRIED

MOTION: To come out of camera 103/2017

CARRIED

MOTION: To approve the Vancouver Street Soccer League in the Fraternal Organization associate membership category as presented. 104/2017

CARRIED

ACTION #11: Executive Director (or designate) to send appropriate correspondence confirming membership with BC Soccer.

MOTION: To table the Associate Member application for Northern United until after the PGYSA AGM as two board members are planning on attending and can discuss the concerns regarding the application. 105/2017

DEFEATED

MOTION: To approve the Associate Member application for Northern United FC in the non-profit associate membership category as presented. 106/2017

CARRIED

ACTION #12: Executive Director (or designate) to send appropriate correspondence confirming membership with BC Soccer.

Various board members spoke to the Talking Paper that has been drafted regarding the various items that have arose over the last 6-12 months regarding associate applications and also club applications to members.

ACTION #13: Executive Director (or designate) to circulate the talking paper to the entire board for discussion.

It was suggested that it would be valuable for the board to hold a board workshop to discuss the changing landscape regarding membership structure and also the movement across the country regarding membership statuses and the expectations that are coming down from Canada Soccer.

ACTION #14: The President to work with the Executive Director to action accordingly.

11. 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.

12. Awards and Scholarships

The member of the Awards and Scholarships Committee, on behalf of the chair, spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included:

- Advising Scholarship handed out at in June 2017 that have been redeemed to date is 14 of 17
- Advising that there is 1 Award to hand out for each category:
 - o AC Sandford
 - o Life Membership
 - o President's Award
 - o Awards of Merit
 - o Administrator of the Year
 - o Woman of Distinction
 - o President's Award
 - o Official of the Year - Youth
 - o Official of the Year - Adult
 - o High Performance Official of the Year - Werner Winsemann
 - o Coach of the Year - Youth
 - o Coach of the Year - Adult
 - o Player of the Year - Youth Male/Female (2 Awards)
 - o Player of the Year - Adult Male/Female (2 Awards)
 - o BC Soccer/Clarkes Fair Play Award
- Advising that BC Soccer has confirmed 12 scholarships to be awarded in 2018 with a potential for 6 more.

ACTION #15: Executive Director (or designate) to follow up with the donors for the 6 unconfirmed scholarships by April/May 2018.

- Advising the committee will:
 - o review the 2017 Scholarship application, and current Scholarship policy to revise/change as needed for 2018.
 - o review criteria and change nomination wording for President's Award.

- Advising the committee in conjunction with the Women in Soccer Working Group will put forward a nomination for Michelle Pye for the 2017 In Her Footsteps” award (Celebrating BC Women in Sport).

13. Women In Soccer Working Group

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 update:

- Grants program for organizations that are working to increase female participation and involvement in the game.
 - o Current initiatives:
 - Upper Island Soccer: Oct 13-14, 2017: Goalkeeping clinic and presentation on scholarship planning and the post-secondary education process with Erin McNulty (former Canadian National youth team player)
 - Prospect Lake Soccer: Oct 22, 2017: Female Soccer Day including Active Start course, Goalkeeping Clinic, and player sessions, led by UVic Vikes Women’s team, and appearance from Ashley Cathro, former Prospect Lake Player, and National youth team player.
 - Cliff Avenue – Oct 2017 – April 2018: Soccer Sisters Female Mentorship Program.
 - o The Women in Soccer working group will host a networking session at the end of the conference on Dec 10.
 - o Female Network: A Women in Soccer group Facebook page has been created.

14. 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.

15. Governance Committee

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

- The Committee approved amendments to the following Committee Terms of Reference:
 - o Awards/Scholarship Committee – Remove “recommend to the Board the date and location of the association’s annual general meeting” from deliverables.
 - o Nominations Committee – Remove minimum requirements for BC Soccer Directors as members.
 - o Risk Management Committee – Change “goal” to read “The goal of the Committee shall be to assist the Board of Directors in fulfilling its duty of care to respect to the safety and integrity of the operations of BC Soccer and its members.”
- The Committee approved the following amendment to each Terms of Reference reviewed:
 - o Resources and Budget – Amend so that new process is the appropriate staff member will review relevant budget items with the Committee Chair annually.

- The Committee reviewed and approved the following Terms of Reference: Adult Competitions, Facility Development, Governance, Judicial, Membership, Referees, Referee Development & Performance Working Group, Soccer Development – Grassroots, Soccer Development – High Performance, Women in Soccer, and Youth Competitions.

MOTION: To approve the Terms of Reference as presented.

107/2017

CARRIED

- The Committee approved the following Inter-District League Renewal applications pending minor amendments to the Rules & Regulations:
 - o BC Coastal Soccer League, BC Coastal Girls Soccer League, Vancouver Island Premier League, South Fraser District Association Inter-District League (Formerly PDS) and Vancouver Interlock

MOTION: To approve the Inter-District League renewals as presented.

108/2017

CARRIED

ACTION #16: Executive Director (or designate) to send appropriate correspondence confirming renewal.

- The Committee reviewed a rule amendment suggestion from the Vancouver Youth Soccer Association and supported it.

Rule Amendment

Current

Rule 5 – x) A grace period shall be allowed until midnight October 1 of the coastal playing season and midnight June 1 of the interior playing season.

Proposed

Rule 5 – x) A grace period shall be allowed until September 30th of the coastal playing season and May 31st of the interior playing season.

Rationale

As the rule pertains to player ID cards, the change in rule is to require players and team officials to have them prior to the beginning of the weekend for that week of play.

MOTION: To approve the rule amendment as presented.

109/2017

CARRIED

ACTION #17: Executive Director (or designate) to circulate to the membership within 14 days of the meeting.

The Committee Chair spoke to the bylaw amendments package for the BC Soccer's Special General Meeting circulated prior to the meeting. It was further stated that the SGM will most likely be on March 3, 2018.

MOTION: To approve the Amendments for Consideration Package for the Special General Meeting as presented. 110/2017

CARRIED

ACTION #18: Executive Director (or designate) to meet all required timelines for the facilitation of the Special General Meeting.

16. Referees Committee

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

- 12 of the 14 Officials supplied by BC Soccer for the CCAA National Championship in Nanaimo November 8-11
- BC Soccer supported CSA Jubilee and Challenge Cup with 36 Officials
- BC Soccer supported Carly Shaw-MacLaren to attend the CSA U-17 Club Championship in New Brunswick
- Referee Component at BC Soccer Conference December 10
- Referee Grassroots Seminar in Lower Mainland December 9
- Both Nominations to the CSA National list (Erina Cho & Stefan Tanaka-Freundt) have gone to the last stage and will be attending CIS National Championships in November

The chair further stated that many up and coming Referees have been able to perform well and receive opportunities through Canada West, Adult Leagues, BCSPL and Youth Schedulers. During CSA National Championships Referees that performed well are Cameron Griffin, Benjamin Ritzen, Inan Bakan, Prem Gundarah, Dumars Graham, Brandt Sianchuk, Enrique Pedroso, Kelsey Carrothers, Carly Shaw-MacLaren, Michael Hood, Cameron Olive, and Evan Fryer. Work has started on updating the Small-Sided Laws of the Game to bring it in line with the recently updated Small-Sided Game Development Manual.

17. 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 111/2017

CARRIED

MOTION: To come out of camera

112/2017

CARRIED

The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that Canada Soccer has recently updated its Discipline Policy and Procedures. BC Soccer is in the process of review and there will be amendments required to the BC Soccer Policies and Sanction Guide to be in compliance which is required. BC Soccer will have to ensure compliance by December 2018. It was stated that most likely amendments and recommendations will be coming forward for the board consideration within the next 3-4 months.

18. Hall of Fame

The Hall of Fame Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included a brief update on the discussion that the committee has had regarding material that may be included in a Hall of Fame.

19. Board Regional Liaison Updates

The Upper Island Regional Liaison advised of a district and club meeting taking place on November 25, 2017, along with advising of the questions that have arisen regarding the approval process for associate members.

The Lower Island Regional Liaison advised that the youth and adult members within the region are working together to find ways to better support referee development and scheduling.

20. Any Other Business / New Business

MOTION: To change the day of the January board meeting from January 20 to January 27th.

113/2017

CARRIED

21. Next Meetings

- December 9
- January 27
- March 3

22. Adjournment

- 12:45pm

ACTION SUMMARY:

#	Who?	What?
1	Board members	Board members to bring forward potential names to the President for consideration to fill the vacant director position.
2	President	President to discussion with the Nominations Committee any potential candidates to fill the vacant position.
3	Executive Director (or delegate)	Executive Director (or designate) to the appropriate steps to inform the staff and update the various documentation.
4	Executive Director (or delegate)	Executive Director (or designate) to action as presented.
5	Executive Director (or delegate)	Executive Director (or designate) to secure hotel and sign agreement for 2 years.
6	Executive Director (or delegate)	Executive Director (or designate) to explore streaming of AGM and associated cost to do so.
7	Executive Director (or delegate)	Executive Director (or designate) to provide this confirmation to the city.
8	Facility Development Committee and Executive Director	Facility Development Committee and Executive Director to action accordingly.
9	Chair of the High-Performance Soccer Development Committee, President and Executive Director (or designate)	Chair of the High-Performance Soccer Development Committee, President and Executive Director (or designate) to take the appropriate steps to transition the operations of the BCSPL directly into BC Soccer.
10	Executive Director (or delegate)	Executive Director (or designate) to circulate the Canada Games Report.
11	Executive Director (or delegate)	Executive Director (or designate) to send appropriate correspondence confirming membership with BC Soccer.
12	Executive Director (or delegate)	Executive Director (or designate) to send appropriate correspondence confirming membership with BC Soccer.
13	Executive Director (or delegate)	Executive Director (or designate) to circulate the talking paper to the entire board for discussion.
14	President	The President to work with the Executive Director to action accordingly.
15	Executive Director (or delegate)	Executive Director (or designate) to follow up with the donors for the 6 unconfirmed scholarships by April/May 2018.

