



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday December 9, 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), Leanna Napolitano, Chris Appleby (Conference Call), Rob Lennox, Don Moslin, Rob Brown, Don Dancey, Ed Kennedy (Conference Call), Carlos Grosso, 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 November 4, 2017 Board meeting and committee meeting minutes (by consent) **114/2017**

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 discuss at the meeting.

4. Executive Director update / President's Comments

The President provided a verbal update which included:

- Speaking to the Prince George and Kamloops Regional Outreach visits and reports that where circulated prior to the meeting.
- Advising that two names have come forward as potential candidates for the vacant director position that is currently available. The next step is to allow time for the nomination chair to provide names. It was agreed that the board would work to have an individual in post prior to the January 2018 meeting to allow that individual to attend.

- The recent discussions at the Canada Soccer forum meeting amongst the P/Tso Presidents, including concerns with the non-activity on the national retention survey.

The Executive Director provided a verbal summary of the December 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:
 - o Providing an update on the six staff professional development opportunities BC Soccer have provided in support of specific staff members over the last two months.
 - o Advising of the support provided to two of the Women's In Soccer Working Group members, including the chair, to attend the Coaching Conference in Calgary.
- Operations Summary:
 - o Updates on various activities, financial reforecasting, budget revising timelines and development, BC Soccer Conference, Technical Director Diploma/Certificate offering, Coaching Learning Facilitator support program, Coaching Courses delivered, Referee Clinics delivered, Competitions update, Special General Meeting planning/Society Act transitioning, Club Charter Program, Grants Program and facility development update.
 - o Updates on Canada Soccer initiatives being
 - Club Licensing
 - Skills License
 - Coaching Certification
 - Canada Soccer (FIFA) Connect Database / Registration System
 - o Recent successes / areas of challenge.
 - o Areas of focus for the next 3 months.

The board discussed the BC Coastal Soccer League and various updates were provided which included the timelines that BCCSL board/Lower Mainland District Chairs are working towards and that the draft rules have been circulated to BC Soccer, the districts and Clubs for comment and feedback. The board felt that having all the districts working together to support a unified league will be beneficial in the long term for the lower mainland.

5. Facility Development Committee

The Facility Development Committee Chair and the Executive Director provided a verbal update stating that the project has been tabled with City Council. BC Soccer should have an updated from the City Staff by the end of 2017 calendar year advising if there was support for that project, along with any appropriate timelines.

6. Finance Committee

The VP Finance spoke to the Committee/Staff Liaison Report, the October 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, currently the coastal primary player registration numbers are down by 5,700, this coupled with the Interior 1,500 that has already been realized in the Spring 2017 means an approximately 7% drop in youth player registration for 2017-18 which is

concerning. 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 also spoke to the 2017-18 Forecast (circulated prior to the meeting) which is projected a surplus of \$110,000 (budget is approx. \$30,000). The board was advised that the 2018-19 budget will be brought forward for the board review and approval at the January 2018 meeting. Lastly, the VP Finance and Executive Director made the board aware of the work being done to potentially amend the association's fiscal year end from April-March to August-July. The reason for this is that it better matches the timings of the association's operations and better services the association from a fiscal perspective.

The Women's In Soccer working group chair updated the board on the activity they are working on to support an event being held on March 8, International Women's Day. It was stated that BC Soccer would not be leading the organization or administration of the event and the request from the working group is for BC Soccer to support the event by way of allowing the association logo to be added as a partner/supported. The working group is also requesting a financial ask to support the event. The board was in overall support. The board requested the chair to submit an event budget and specifically show exactly where any BC Soccer contribution would be allocated.

ACTION #1: Women's In Soccer working group chair to provide budget and request to the Executive Director to review.

7. Nominations

The board discussed the Nominations Committee Report that was circulated prior to the meeting that provided the following updates:

- Presentation were made at both recent the Youth and Adult Member Forum Meetings,
- Exploration is being done to increase the director terms from 2 years to 3 years,
- Information was included in the Regional Outreach presentations.

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
 - November Provincial Program Camps were successfully completed with a total of 193 players involved (94 males & 99 females) representing all eight BC SPL franchise Clubs.
 - o High Performance License
 - Individual consultation with each BC SPL Franchise Club Technical Director was completed.
 - Consultation with Canada Soccer was completed.
 - Consultation with the Vancouver Whitecaps FC was completed.

- Based on the consultation and feedback, the License has been updated to reflect the consultation.
 - Note: License name has changed from the High Performance License to the BC SPL Club License to better reflect License target group and also better position for potential changes coming down from Canada Soccer.
 - Vancouver Island Wave, Thompson Okanagan FC, Mountain United FC, and Coastal FC have all completed the Club Charter requirement.
- The committee chair provided a verbal update on the meeting with the BC SPL Executive regarding transitioning the leagues operation into BC Soccer as a program in preparation for further changes coming down from Canada Soccer.

MOTION: To approve the updated BC SPL Club License (subject to any major amendments coming out of the December 19 BC SPL TD Meeting) as presented and circulated prior to the meeting. **115/2017**

CARRIED

MOTION: To approve the BC SPL Club Application as presented and circulated prior to the meeting. **116/2017**

CARRIED

ACTION #2: Executive Director (or designate) to take the appropriate steps to ensure updated License is implemented with the BC SPL.

MOTION: To set the deadline of February 1, 2018 for all BC SPL Franchise Clubs to meeting the Club Charter Program and if not, the club's BC SPL participation will be placed on temporary suspension until Charter requirements are met. **117/2017**

CARRIED

ACTION #3: Executive Director (or designate) to advise all BC SPL Franchise Clubs accordingly.

ACTION #4: Chair of the High Performance Soccer Development Committee, President and Executive Director (or designate) to continue to action against the agreed steps to transition the operations of the BC SPL directly into BC Soccer.

Grassroots Soccer Development Committee

- The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - Grants
 - o Five on-site visits have been completed (2 female, 2 disability, and 1 non-traditional)
 - Club Charter – Standard One Update
 - o 5 Standard One Club
 - o 61 clubs have opted into program

- 7 clubs completed first review and are working towards resubmissions.
- 14 Clubs working towards 100% upload of criteria and are currently going through review process
- BC Summer Games planning is under way and there was been a positive response 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:
 - Interior Members Meeting held regarding Interior Play Downs
 - Play down dates and locations have been confirmed.
 - Brief update on the Burnaby District complaint regarding a specific team/suspension.
 - Discussion currently taking place with Kootenays regarding potentially have one large qualifying competition similar to Coastal Cup.

The committee chair also provided a brief Nationals update specifically regarding the fines associated with BC based teams coming out of the October Nationals. It was stated that of the total \$10,000 in Canada Soccer fines, BC team fines totaled \$2,000.

MOTION: For BC Soccer to cover the Canada Soccer fines for three of the four BC based teams (to not cover Inter FCs fine) 118/2017

DEFEATED

Adult Competitions Committee

- The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - Confirmation of Provincial Cup Dates:
 - Draw: April 3, 2018
 - Preliminary Rounds: April 13-15, 2018
 - Round of 16: April 20-22, 2018
 - Quarterfinals: April 27-29
 - Semifinals: May 4-6, 2018
 - Finals: May 12, 2018 - Masters/Classics, U21, Open B at Burnaby Lake West
 - Finals: May 13, 2018 - Open A – at Swanguard
 - 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 discussed whether or not teams comprising of all over 30/35 players or Under 21 players should be able to participate in open age division during the season and then declare for the Master/Classics or Under 21 Provincial Championships (and Nationals). It was stated that currently BC Soccer rules prohibit this, however the

committee has requested the leagues to discuss internally and bring back then comments to the next meeting.

- The post Adult Nationals Report submitted to Canada Soccer and circulated prior to the meeting.

10. Membership Committee

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

- Providing a registration submission updated for both the adult and youth members regarding outstanding data and/or payment.
- Advising that 2 associate membership renewal applications have been received and approved, being:
 - North Shore Girls Soccer Club (Other)
 - E11even Management (Short term event X2)

MOTION: To approve the renewals as presented as presented.

119/2017

CARRIED

ACTION #5: Executive Director (or designate) to send appropriate correspondence confirming renewal of membership with BC Soccer.

11. Regional Tier 3

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

- Advising that specific committee members are currently following up with specific membership groups regarding the initiative.

12. Awards and Scholarships

The committee 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 15 of 17
- Advising that BC Soccer has confirmed 12 scholarships to be awarded in 2018 with a potential for 6 more.

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

- Advising the committee will:
 - review the 2017 Scholarship application, and current Scholarship policy to revise/change as needed for 2018.
 - 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).
- BC Soccer has supported nominations for the Sport BC Awards.

The Executive Director advised that through the Sports with Balls group of PSOs, BC Soccer along with the other members have once again sponsored the Sport BC Presidents Awards.

13. 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:

- 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.
 - Vancouver United – Jan 20, 2018: Female Coaching Workshop
 - o The Women in Soccer working group will host a networking session at the end of the conference on Dec 10. Outline circulated prior to the meeting.
 - o Female Network: A Women in Soccer group Facebook page has been created.

ACTION #7: Women In Soccer Chair to provide a post event report regarding the attendance at the recent coaching conference in Calgary.

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

There was no Committee/Staff Liaison Report circulated prior to the meeting, as there was no substantive updates.

The Executive Director advised that the location of the March 3, 2018 Special General Meeting will be the Burnaby Lake West Fieldhouse.

ACTION #8: 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:

- Summary of the total number of registered referees, broken down by classification and gender.
- Advising that we are still experiencing referee schedulers assigning unregistered referees, which is an ongoing concern.
- 34 (7 female and 27 male) support officials involved across all Canadian National Championship event (most ever).
- Currently reviewing the mentorship program and documentation.
- The need for more leagues to provide more opportunities for young and promising referees coming up.
- Referee Component at BC Soccer Conference December 10
- Referee Grassroots Seminar in Lower Mainland December 9

MOTION: To amend one of the specific objectives regarding referee within the 2016-2019 BC Soccer Strategic Plan to “increase by three the number of National List Officials from BC by 2019”. 120/2017

CARRIED

17. Judicial

The judicial committee chair was not in attendance, therefore no substantive update provided. The Executive Director advised that there were no major challenges/issues that he was aware of in this area.

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 Okanagan Regional Liaison provided a verbal report on the recent visit to the region and attendance at the COYSA AGM, which included advising that:

- The Chair was re-elected for another two year term
- Challenges experience with miscommunication regarding soccer school programming
- Questioning the requirement for same gender on bench
- The region is looking to potentially introduce a C Cup competition.

The Upper Island Regional Liaison provided a verbal report which included advising that:

- On December 18, there will be a ceremony to acknowledge and recognize the anniversary of a match played in 1892.
- There are concerns with Whitecaps FC academy traveling teams.
- There is no RDO in place and the information on the BC Soccer website is incorrect.
- Request for standardized questions to complete a retention survey

The North Shore Regional Liaison provided a verbal report which included advising that:

- The district is in the process of amending their bylaws.
- Two board members attended the recent annual Mountain FC awards evening.

20. Any Other Business / New Business

The president requested that within the Committee Chair/Staff Liaison Report if there are motions being brought forward to ensure the work is included in the respective report.

A request to arrange a board director and staff event with an activity prior to a dinner with the suggestion to take place in April/May. There was large support from the board for this activity.

ACTION #9: Executive Director (or designate) to work with the President to action accordingly.

The president advised that the April 2018 board meeting would be taking place in Victoria.

21. Next Meetings

- January 27
- March 3 (morning prior to the SGM)
- April 14

22. Adjournment

- 12:45pm

ACTION SUMMARY:

#	Who?	What?
1	WIS Working Group Chair	Women's In Soccer working group chair to provide budget and request to the Executive Director to review.
2	Executive Director (or delegate)	Executive Director (or designate) to take the appropriate steps to ensure updated License is implemented with the BC SPL.
3	Executive Director (or delegate)	Executive Director (or designate) to advise all BC SPL Franchise Clubs accordingly.
4	Chair of the High Performance Soccer Development Committee, President and Executive Director	Chair of the High Performance Soccer Development Committee, President and Executive Director (or designate) to continue to action against the agreed steps to transition the operations of the BC SPL directly into BC Soccer.
5	Executive Director (or delegate)	Executive Director (or designate) to send appropriate correspondence confirming renewal of membership with BC Soccer.
6	Executive Director (or delegate)	Executive Director (or designate) to follow up with the donors for the 6 unconfirmed scholarships by April/May 2018.
7	Women In Soccer Chair	Women In Soccer Chair to provide a post event report regarding the attendance at the recent coaching conference in Calgary.
8	Executive Director (or delegate)	Executive Director (or designate) to meet all required timelines for the facilitation of the Special General Meeting.
9	Executive Director and President	Executive Director (or designate) to work with the President to action accordingly.

Approved by:

_____	_____	_____
Name (please print)	Signature	Date
_____	_____	_____
Name (please print)	Signature	Date

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