



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday July 14, 2018 9:00am

BC Soccer Offices
250 – 3410 Lougheed Highway, Vancouver BC V5M 2A4

1. Call to Order/Roll Call 9:05am

Present: Kjeld Brodsgaard (Chair), Carlos Grosso, Chris Appleby (9:05am to noon), Garry Sangha, Rob Lennox, Don Moslin, Rob Brown, Leanna Napolitano, Ralph Luongo, Gayle Statton, Francisco Rubio, John Charlton, Justus Mirembe, and Jason Elligott (Executive Director).

Regrets: Debbie Pudek

MOTION: To assign the Executive Director the duties of the society's secretary as outlined in Part 6.10.f. of BC Soccer's bylaws. 47/2018

CARRIED

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the June 8 and 10, 2018 Board meetings and committee meeting minutes (by consent) 48/2018

CARRIED

3. Business Arising from Minutes

The VP Finance advised the status of board members receiving BC Soccer e-mail addresses.

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:

- Positive discussion with the CEO of ViaSport regarding the activity of BC Soccer.

- Thanking the board members would were the lead and supporting individuals at the various 2018 BC Soccer Provincial Championships.
- Highlighting the need to look at succession planning for the operation of the provincial championships.
- The upcoming announcement regarding the CPL franchise operating in BC, specifically on Vancouver Island.
- In the final stages of review which board members will be the provincial representatives for the 2018 National and Western competitions.
- The board was updated on a recent discipline item.

MOTION: To go into camera.

49/2018

CARRIED

MOTION: To come out of camera.

50/2018

CARRIED

The Executive Director provided a verbal summary of the July 2018 Executive Director Report (circulated prior to meeting) comprised of a high-level summary across all association activities which included:

- Human Resources Summary, including:
 - o Providing an update on the staff professional development opportunities BC Soccer have provided in support of specific staff members over the four months.
 - o Confirming Mike Salmon is working full time for the association.
 - o Advising that three staff members received employee recognition over the last four months.
 - o Advising of the four staff position (three full-time and one part-time) the association is working to fill, along with the recent HR activity of the last four months.
- Operations Summary:
 - o Updates on various activities, Coaching Learning Facilitator support program, Coaching Courses delivered, Referee Clinics delivered, Player Development Programming (BCSPL Club License update), Club Satisfaction/Player Retention Survey, Competitions update, Club Charter Program, Grants Program, Communication update 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 Executive Director also provided a high level Progress Report on the internal 2018-2019 Operations Plan which was approved at the April 2018 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 2018-19

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.

5. BC Soccer 2018-19 Committee & Advisory Groups

The President and Executive Director spoke to the following documentation that was circulated prior to the meeting:

- 2018-19 BC Soccer Committees & Advisory Group Information and Terms of Reference which included detailed information on the new Judicial requirement.
- Committee & Advisory Group Composition 2018-19
- June 2018 - Nov 2019 Board Meeting & Committee Meeting Schedule

The Terms of Reference for the committees and advisory groups were discussed, along with the proposed chairs.

MOTION: To approve the 2018-19 Committee and Advisory Group Terms of Reference, assigned board member chairs and other directors as presented. 51/2018

CARRIED

The President spoke to the 2018-19 Board and Committee Meeting Schedule document which was circulated prior to the meeting. Members were advised of the suggested meeting schedule for each committee/advisory group and the rationale for setting the schedule for the 2018-19 year for the 2017-18 year. The members were also reminded that should a committee/advisory group need to meet at a time not on the schedule they could do so, however to not have meetings for the sake of them and to not have one prior to a board meeting because they feel they need to.

ACTION#1: Executive Director (or designate) to ensure staff liaisons receive the suggested 2018-19 committee and advisory group 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 is 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 and Advisory Group Chairs to work with their respective staff liaisons prior to each board meeting to ensure an appropriate report is provided in the timelines request to be included in the meeting board package.

ACTION#3: Committee and Advisory Group Chairs to work with their respective staff liaison to identify individuals to population the community members for their respective committee(s) and/or advisory groups(s).

6. Judicial

The Executive Director provided an update on the activity that has taken place since the AGM where the members approved bylaw amendments to ensure BC Soccer is compliant with Canada Soccer's disciplinary code.

It was noted that role descriptions will be finalized for the Judicial Committee Chair and Appeals Chair with the aim of posting a call for interest within the next 3 weeks.

The Executive Director also provided a verbal update on some of the recent disciplinary activity.

ACTION#4: Executive Director (or designate) to finalize role descriptions and post call for interest.

7. Facility Development Committee

The Facility Development Committee Chair provided a verbal update advising of positive talks with one municipality.

The Executive Director reminded the board of the board's \$1,000,000 building/facility restriction was motioned at the March 30, 2016 board meeting, which assists with the association's Gaming Application and must be used within 5 years in order to not negatively impact the application moving forward.

8. Finance Committee

The VP Finance spoke to the May and June 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 the early indication in reviewing the not complete Interior data is showing a decline in players registration which is concerning.

The VP Finance also advised of the actioning of the board's motion at the April meeting to invest up to \$2 million in short-term investments in accordance with the investment policy for up to 18 months.

9. Nominations

Being that the committee chair had not been appointed as of the date of the meeting, there was not Committee Chair/Staff Liaison Report provided for the meeting.

10. Soccer Development (Player & Coach)

High Performance Soccer Development Committee (2017-18 committee title)

- The chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - o Provincial Program
 - Phase 1 completed with the facilitation of six sessions, 39 matches, totaling 236 players

- Phase 2 will commence in August and include an expanded partnership with the Whitecaps FC to fully integrate pilot sessions to provide the 4:1 game ratio for BC SPL/Provincial Program Players.
- BC SPL Club License
 - Technical Resources for the BC SPL Club License shared with clubs and posted publicly
 - Completed Technical Resource Club Workshops/Support meetings
 - Completion of 70 match observations and 31 session observations.
 - Individual club reports completed and circulated week commencing July 9.

The chair spoke to BC Soccer rule 23 as it relates to the BC SPL certification requirement and the document circulated prior to the meeting outlining the other higher level coaching certification designations currently held by coaches in the BC SPL.

MOTION: To approve the coaching certification as outlined in the document as an equivalent for the U13-U18 High Performance category for coaches within the BC SPL with the identified expiry date. 52/2018

CARRIED

ACTION #5: Executive Director (or designate) to advise the BC SPL Technical Directors accordingly.

The chair and the Executive Director also reminded the board members of the timelines that the association is working towards in regard to the transition of the BC SPL management. 2018 will be the transition year/season with the operation coming under BC Soccer for the 2019 year/season. The BC SPL Transition Plan and updated Governance Structure was approved by the board at the April 2018 meeting.

ACTION#6: Executive Director (or designate) to continue actioning the BC SPL Transition Plan.

Grassroots Soccer Development Committee (2017-18 committee title)

- The chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - Grants
 - 18 Clubs have applied for Grants for 2018/19
 - Prince George Visit completed for Unrepresented soccer/after school program (June)
 - Ongoing contact with Applicants for more details on Programs and to schedule onsite visits
 - Festivals
 - 3 Course / Festivals completed within Northern BC & Interior
 - 24 Male coaches Trained in Active Start/FUNDamentals
 - 20 Female coaches trained in Active Start/FUNDamentals
 - Port Moody Girls Soccer Festival Completed (June)
- Ongoing communication with Coastal Season Clubs for Festival this 2018/19 season

- 16 Standard One Clubs in total
 - 2 Clubs Pending Completion within next Month.
 - 66 Club opted into Program (Includes 15 Standard One Clubs)
 - Communication sent out to Interior and Norther BC Clubs
 - Due Date Items
 - Availability for meeting to go through Charter Criteria
 - Regional visit to Nelson and Prince George to support Club Charter applications
 - Small-Sided Game Visit completed with Nelson Youth Soccer Association
- The committee chair provided an update on the work being done on the upcoming BC Games.

11. Competitions

Youth Competitions Committee

- The Committee Chair provided a verbal update which included:
 - 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.
 - 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:
 - Advising that the Finals of the Provincial Championships were successfully facilitated.
 - Looking forward to support Ralph Luongo as the new Adult Competitions Committee Chair.

Both Committee Chairs made a point of acknowledging and thanking the staff who support the competition activity, specifically Ryan McQuillan.

12. Membership Committee

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

- Advising that the following associate membership renewal applications, including short term events) have been received and approved by the membership committee chair:
 - Athletic India FC (Short-Term Event)
 - Punjab Sports Club Kamloops (Short-Term Event)
 - Civic Football Club (Short-Term Event)
 - Nations Cup Soccer Society (Short-Term Event)
 - Julyfest Soccer (Short-Term Event)
 - European Football School (Not for Profit Organization)
 - Dasmesh United FC Society (Not for Profit Organization)
 - Island Fire (Not for Profit Organization)
 - Surrey United Firefighters Charitable Society (Short-Term Event)

- Phoenix FC (Not for Profit Organization)
- Home Park Soccer Club (Short-term Event)
- Akal Football Club (Short-term Event)
- Michael Cuccione Foundation (Short-term Event)
- PACTWEST (Post-Secondary Institution)
- Pacific Soccer Institute (For Profit Organization)
- Nelson Soccer Association (Associate Adult League)
- Kamloops Senior Men's Soccer League (Associate Adult League)
- Kamloops Recreational Soccer League (Associate Adult League)
- Kelowna Women's Soccer League (Associate Adult League)
- Shuswap Women's Recreational Soccer Association (Associate Adult League)
- BC Government Employees Soccer Society (Associate Adult League)
- Simon Fraser University (Post Secondary Institution)
- SoccerQuest (For Profit Organization)
- Native Indian Football Association (Other)

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.

ACTION #7: Executive Director (or designate) to ensure appropriate correspondence has been sent confirming renewal of membership with BC Soccer.

The chair advised that the following two associate membership applications have been received which were also circulated to the board prior to the meeting. The chair advised that applications were received as the 2017-18 committee was disbanded and the 2018-19 committee has not been formed yet, therefore the applications are provided to the board for consideration.

The applications were briefly discussed, the board agreed to request the 2018-19 membership committee review and bring back recommendation to the next board meeting (September 8, 2018).

ACTION #8: Committee Chair to review applications with membership committee and bring recommendation to board for the September 8, 2018 meeting.

13. Regional Tier 3

The chair advised that there has been no further progress on this project.

14. Awards and Scholarships Selection

With the transition from the 2017-18 committee to the 2018-19 committee, there was limited activity and therefore no Committee Chair/Staff Liaison Report circulated prior to the meeting. The Chair provided a verbal report advising of the positive feedback received regarding the 2018 BC Soccer Awards and Scholarship Celebration held on June 9, 2018.

15. Women In Soccer

With the transition from the 2017-18 committee to the 2018-19 committee, there was limited activity and therefore no Committee Chair/Staff Liaison Report circulated prior to the meeting. The Chair provided a verbal report advising Debbie Pudek will be the advisory group vice chair.

16. Risk Management

With the transition from the 2017-18 committee to the 2018-19 committee, there was limited activity and therefore no Committee Chair/Staff Liaison Report circulated prior to the meeting. The Chair provided a verbal report advising that there have been six flagged criminal record checks received over the last month requiring additional review.

17. Governance Committee

With the transition from the 2017-18 committee to the 2018-19 committee, there was limited activity and therefore no Committee Chair/Staff Liaison Report circulated prior to the meeting.

The board briefly discussed the next steps regarding the larger rule amendments that were defeated at the 2018 AGM. It was stated that this has been assigned to the newly formed Associate member Advisory Group which is being chaired by Garry Sangha.

18. Referees Committee

The committee chair spoke to the Committee Chair/Staff Liaison Report and Dallas Cup Report circulated in hard copy at the meeting.

19. Hall of Fame

The Hall of Fame Committee Chair advised that within the next couple months the 'Wall of Fame' within BC Soccer's office should be up.

20. Board Regional Liaison Updates

The President spoke to the board regional liaison program in place and the board reviewed/agreed the assignments as:

Kjeld Brodsgaard Region: BC	Carlos Grosso Region: Fraser Valley	Francisco Rubio Region: Okanagan/Kootenays
Gayle Statton Region: Burnaby	Debbie Pudek Region: Tri-Cities	Ralph Luongo Region: Tri Cities/Alouette
Chris Appleby Region: North Shore/Okanagan	Justus Mirembe Region: Vancouver/Richmond	Don Moslin Region: North Island/Kootenays
Rob Lennox Region: Youth Districts/Northern BC	Leanna Napolitano Region: Burnaby	John Charlton Region: South Island
Rob Brown Region: Adult Leagues	Garry Sangha Region: South Fraser	

21. Any Other Business / New Business

The VP Youth highlighted the achievement of some of the geographically isolated teams/organization at the most recent provincial championships which is credit to the work being done in those communities. It was also noted, that the support the association is providing from a coaching certificate/education perspective is hopefully assisting with this activity.

It was also highlighted that BC Soccer life member, Keith Liddiard after 38 years working in youth soccer in the province of BC is retiring.

22. Next Meetings

- September 8, 2018
- October 27, 2018
- December 15, 2018

23. Adjournment

- 12:40pm

ACTION SUMMARY:

#	Who?	What?
1	Executive Director (or delegate)	Executive Director (or designate) to ensure staff liaisons receive the suggested 2018-19 committee and advisory group meeting schedule.
2	Executive Director (or delegate)	Committee and Advisory Group Chairs to work with their respective staff liaisons prior to each board meeting to ensure an appropriate report is provided in the timelines request to be included in the meeting board package.
3	Executive Director (or delegate)	Committee and Advisory Group Chairs to work with their respective staff liaison to identify individuals to population the community members for their respective committee(s) and/or advisory groups(s).
4	Executive Director (or delegate)	Executive Director (or designate) to finalize role descriptions and post call for interest.
5	Executive Director (or delegate)	Executive Director (or designate) to advise the BC SPL Technical Directors accordingly.
6	Executive Director (or delegate)	Executive Director (or designate) to continue actioning the BC SPL Transition Plan.
7	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence has been sent confirming renewal of membership with BC Soccer.
8	Executive Director (or delegate)	Committee Chair to review applications with membership committee and bring recommendation to board for the September 8, 2018 meeting.

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.