



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday January 26, 2019 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), Carlos Grosso, Chris Appleby (conference call), Rob Lennox, Don Moslin, Leanna Napolitano, Debbie Pudek (conference call), Ralph Luongo, Gayle Statton, Francisco Rubio, John Charlton (conference call), Rob Brown and Jason Elligott (Executive Director).

Regrets: Garry Sangha and Justus Mirembe

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the December 6, 2018 Board meeting and committee meeting minutes (by consent) 1/2019

It was stated that within the December 8, 2018 finance portion of the meeting, there was not reference to the discussion and request on improving and simplifying the reporting of finance to the board. It was confirmed that with finance, additional software has been purchased and staff are currently being trained in order to develop and introduce simpler reporting.

CARRIED

3. Business Arising from Minutes

Action item #1 is still being worked on by the Director of Finance

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:

- Discussion on the various candidates that BC Soccer could put forward for the Sport BC President's Award.
- Advising on specific details for the March 30, 2019 board meeting that is taking place in Victoria. Concern was raised regarding the conflict on that weekend with most of the adult league cup finals and it was expressed that it would be good for board members to attend these events.

The Executive Director provided a verbal summary of the January 2019 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.
 - o Providing information on Respect in Sports' Respect in the Workplace program which all staff have been requested to complete.
- Operations Summary:
 - o Updates on various activities was provided, including ViaSport reporting and the 2018 Evaluation, Coaching Learning Facilitator support program, Coaching Courses delivered/scheduled, Referee Clinics delivered/scheduled, Player Development Programming (Provincial Program, BC SPL Club License and BC SPL transition plan update), Club Satisfaction/Player Retention Survey, Competitions update, Club Charter Program including the implementation of the September 2018 board approved Associate Member Inclusion Policy, Grants Program, CRM development (form management), facility development and legal update.
 - o Updates on Canada Soccer initiatives, including Club Licensing, Skills License, Coaching Certification, and 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 provided a verbal update on the status of the Canada Soccer's National Club Licensing Program. The provincial level one and two were discussed; it was stated that there is no immediate need for BC Soccer to introduce these levels here in BC. It was reconfirmed that to be in good standing with BC, clubs must adhere to the club charter standard one requirements.

5. Judicial

The Executive Director spoke to the Judicial Report circulated prior to the meeting which provides a high-level summary of the number of judicial cases that have been handled or are in the process of being handled. It was further noted that there has been an extensive amount of work being done within the staff team and the Judicial Chair to review BC Soccer's current Conduct, Ethics and Discipline Standards Policy, and Procedures, along with the Discipline Sanction Policy to amend to be in compliance with Canada Soccer's Discipline Policy. The result has been the creation of a new document

titled: Judicial Code and Policies of BC Soccer which have been reviewed and vetted by BC Soccer legal counsel and Canada Soccer, the latter confirming that the document is in full compliance with Canada Soccer.

MOTION: To approve the Judicial Code and Policies of BC Soccer and proposed amendments to BC Soccer's Rules and Regulations as presented and circulated prior to the meeting, including the typo on the year from 2018 to reflect 2019.

2/2019

Discussion: It was raised that this would impact on the way Provincial Cup discipline is handled as board members would not longer be able to chair panels or be involved in the discussion. It was confirmed that this is the intent from Canada Soccer, therefore other individuals who need to be appointed and trained to ensure BC Soccer can facilitate discipline at the various tournaments.

CARRIED

ACTION #1: Executive Director (or designate) to circulate the Judicial Code and Policies of BC Soccer and the updated Rules and Regulations to the membership within the next 14 days.

6. Finance Committee

The VP Finance spoke to the November 2018 financial statement and committee chair/staff liaison report (circulated prior to the meeting). Overall, it was noted that the association is in a good financial position, even with the continuing trend with the decline in registration which is concerning.

The VP Finance spoke to the 2018-19 additional spends. The below motion formally documents the board e-mail vote facilitated on December 20, 2018.

MOTION: To approve the Finance Committee approved additional spends as outlined in the document circulated on December 20, 2018 and prior this meeting.

3/2019

CARRIED

ACTION #2: Executive Director (or designate) to action additional spends accordingly.

The VP Finance advised that if the Women's National Team came back to BC prior to the 2019 World Cup, we could potential have a similar offering to the current social media initiative that BC Soccer is facilitating for the upcoming March 24th men's match.

The VP Finance also spoke to the 2019 four-month (stub) slightly amended budget (circulated prior to the meeting, along with a summary document of the changes).

MOTION: To approve the Finance Committee approved 2019 four-month (April 2019 to July 31, 2019) budget as presented and circulated prior this meeting.

4/2019

CARRIED

The correspondence received from Upper Island Soccer Association's Chair regarding the disability program they are offering and the request for dispensation to allow for older age players to register in the small sided categories and submit fees at that level, was discussed at length. It was referred to the Finance Committee to review in more detail, determine a recommendation, and bring back to the board.

ACTION #3: VP Finance to bring to the Finance Committee for discussion and to determine recommendation.

The members also discussed the importance of inclusion of all types of soccer. It was suggested that reestablishing the diversity advisory group may be a good option.

Facility Development Advisory Group (a sub group of the Finance Committee)

The Facility Development Advisory Group Chair provided a verbal update advising of positive talks with one municipality and that a meeting is scheduled within the next week.

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 to not negatively impact the association's gaming application moving forward.

7. 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:
 - o University of Victoria (Post-Secondary)
 - o E11even Management's SX College Showcase (Short-Term Event)
 - o E11even Management's SX Spring Cup (Short-Term Event)
 - o Vancouver Street Soccer League (Fraternal)
 - o TSS Academy's Power 5 Tournament (Short-Term Event)
 - o E11even Management's SX International Cup (Short-Term Event)
 - o Victoria United, formerly O'Neill's Academy (For-Profit)
 - o Northern United (Non-Profit)
 - o Vancouver Futsal Jamboree (Short-Term Event)

The chair 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 #4: Executive Director (or designate) to ensure appropriate correspondence has been sent confirming renewal of membership with BC Soccer.

The chair spoke to the following Associate Membership Applications that have been reviewed and approved by the committee for the board's consideration.

- EPIC (Other Category per Rule 5. aa – single adult amateur team to play in a cross-border league)
- Akal FC (For Profit Organization)
- North Shore Indoor Adult Soccer League (Associate Adult League)

MOTION: To approve EPIC, Akal FC and North Shore Indoor Adult Soccer League as Associate Members in the specified categories.

5/2019

CARRIED

ACTION #5: Executive Director (or designate) to ensure appropriate correspondence is sent to these organizations confirming associate membership with BC Soccer.

The chair also advised that the committee reviewed a form that would provide Full Members the opportunity for comment on organizations applying to renew their associate membership or become a new associate member of BC Soccer. The Committee discussed providing this form to Full Members as a part of the Associate Membership Application/Renewal process and relevant timelines for response, etc. The form was circulated prior to the meeting and present and discussion on the day.

Associate Member Advisory Group (a sub group of the Membership Committee)

The Executive Director on behalf of the chair provided a verbal update advising that the Group met on January 16, 2019 and had positive discussions regarding bring the current associate member nonprofit and for-profit organizations directly under full membership within BC Soccer. It was stated that the advisory group had discussed potential bylaw amendments that would allow for inclusion of these types of organizations, along with a templates application and process that districts would be required to have in place to facilitate.

It was raised that this type of change would have a large impact on soccer and the structure of soccer for the province, therefore it is important for BC Soccer to be very clear on what the changes are and what the impact would be on all members. It was stated that one of the areas that needs attention is the district operating outside the coastal region that are a district and club (one and the same).

ACTION #6: Associate Member Advisory Group Chair to ensure clear communication is provided to all members on this initiative.

8. Soccer Development Committee

- The chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included updates on:
 - o Club Charter Program
 - o Coaching Course offerings, including the designated female specific coaching course offering.
 - o Member Visits (Grants Program & Festivals)
 - o Status of the U6-U18 technical resources/guidelines document

The chair spoke to the updated deliverables for the advisory group's terms of reference, outlined below.

Deliverables: The Soccer Development Committee will be responsible for delivering strategic priorities with respect to soccer development including:

- Club Charter Program
- Coach Education (LF Program/Community Courses/Diploma's/Workshops)
- Member visits (Grants/Festivals)
- U8 to U12 Technical Standards
- Obtain information on player retention
- Club visitations - visit each Club once per year

MOTION: **To approve the updated Soccer Development Committee deliverables as presented and circulated prior to the meeting.** **6/2019**

CARRIED

ACTION #7: Executive Director (or designate) to update the terms of reference document and report on the website.

9. BCSPL Advisory Group

- The chair spoke to the Advisory Group/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - o BCSPL Club License
 - Transition plan commenced.
 - BCSPL Clubs to complete 2018 Club Charter renewal requirements for end of January 2019.
 - Approved updated license criteria to be shared publicly prior to beginning of the season (Mid-February 2019).
 - BCSPL Futsal commences on January 20th for the U13 and U14 (2006/2005) Male and Female Age groups. For schedule see link - <http://www.bcspl.ca/schedules>
 - BCSPL and StackSports announced partnership. See link <http://www.bcspl.ca/stackannouncement>

- Coach Logic will be the new Video Software Platform (previously VidSwap) and will be available to all U13/U14 teams within the BCSPL for their use. See Link - <https://www.coach-logic.com>
 - Tracking the BCSPL Relative Age Effect Status at U13/U12/U11 to support player id and retention processes.
 - Provincial Program activity
 - Player Selections for Phase 1, Training Groups were finalized in consultation with Vancouver Whitecaps Academy (Male) and GE REX (Female) staff. All eight BCSPL clubs are represented.
 - Player Invitations, player releases and player reports sent out week of January 14th, 2019.
 - Phase 1 schedule will be released on website once completed.
 - As per last year. The Program has been invited to Vancouver Whitecaps Academy Combine in Richmond March 16-22, 2019 with matches against other visiting Provinces. BC Soccer will have 4 teams in this event. 2005 Male/Female, 2006 Male/Female. This will be a residential project.

Provincial Program 2017				Provincial Program 2018			
Phase 1		Phase 2		Phase 1		Phase 2	
Male	Female	Male	Female	Male	Female	Male	Female
154	157	145	123	152	113	153	171

The chair spoke to the updated deliverables for the advisory group’s terms of reference, outlined below.

Deliverables: The BCSPL Advisory Group will:

- Review the BCSPL Club License criteria and quality assurance process
- Implement the BCSPL Club License
- Report on the BC Soccer Provincial Program

MOTION: To approve the updated BCSPL Advisory Group deliverables as presented and circulated prior to the meeting. **7/2019**

CARRIED

ACTION #8: Executive Director (or designate) to update the terms of reference document and report on the website.

Regional Tier 3 Advisory Group (a sub group of the BCSPL Advisory Group)

The chair advised that there has been some discussion in this area on potential next steps and potentially taking the approach CPL took from a marketing perspective to target and attract individuals with capital to be a part of this initiative, along with identifying existing recognizable clubs to be ‘founding’ league members.

10. Competitions

Youth Competitions Committee

- The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
 - o Premier Cup - Premier Cup will be hosted by Surrey United on June 22nd and 23rd at Cloverdale Athletic Park.
 - o Regional Playdowns
 - Kootenay Cup – TBA (most likely Nelson) – June 8th/9th
 - Northern Cup – TBA/Prince George – June 8th/9th
 - Thompson Okanagan Cup – Salmon Arm/Kelowna – June 22nd/23rd
 - Coastal Cup – Richmond – May 4th/5th
 - o Hosting Bids Received:
 - NOYSA – 2020 – B Cup Girls
 - Kamloops – 2020 Any Competition
 - o Provincial Cup Reminders
 - A Cup – Coastal FC – July 3rd-7th
 - B Cup Boys – Prince George – July 3rd-7th
 - B Cup Girls – Burnaby – July 3rd-7th

MOTION: To insert the second sentence from the Youth Competitions Rules and Regulations (section 1.f.ii.) into BC Soccer Rules and Regulation, Rule 23.g. **8/2019**

CARRIED

ACTION #9: Executive Director (or designate) to update BC Soccer Rules and Regulations and circulate to the membership within the next 14 days.

The members were advised that both Upper and Lower Island have not put forward teams in the Under 13 age division for the Provincial Championships based on those ages on the island playing 8 v 8 and the Provincial Championships are 11 v 11.

Adult Competitions Committee

- The chair provided a verbal update advising of the recent and positive site visit to Nanaimo and also provided a reminder of the Adult Provincial Cup draw taking place in Victoria on April 1, 2019.

11. Referee Development & Performance Committee

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

- Advising of the current referee registration numbers within the various classifications and comparison to last year.
- Advising of the number of clinic offerings in comparison to last year.

- Advising of instructor and assessor development activity including the laws of the game quiz scoring.
- Advising of the recent grassroots program activity including meeting with referee development officers, the grassroots activity in Port Moody and Prince George, along with activity surrounding in-district mentorship
- Advising that CSA Referee Nominations been submitted for four officials Nominated to the CSA's Next Generation Program for inclusion to the CPL, being: Carly Shaw-MaClaren, Evan Fryer, Mohammad Mohseni, Michael Hood, and Stephen Lebrechthaussen.
- Advising of the Adult Referee Integration Program activity, being that the Referee personnel met with the Adult Leagues that compete in the Adult Provincial Cup, with those leagues agreeing to take part in the program starting January 18. Referees will be Assessed or Mentor by available Assessors. Specific positive comments where made about Igor Cvetkovski and the work he is doing in this area.
- Advising that the annual review of Referees took place Dec 12 and all officials that have been Upgraded and Reclassified notified.
- Advising that the Pre-PREP (Provincial Referee Excellence Program) activity being, that a Pre-PREP evaluation camp took place at SFU Jan 11 & 12, with the University giving access to the Fitness Centre on Friday and Field on Saturday for free. It was a very successful camp with 20 officials attending. Officials had Fitness Assessments taken place and presentations. The whole group had completed a Laws of the Game quiz with an average score of 79%.

12. Awards & Scholarships Selection Committee

The committee chair provided a verbal update advising:

- The scholarship application will be posted on the BC Soccer website within the next 7-10 days with an application deadline of March 31, 2019.
- The 2019 scholarship recipients will be acknowledged at a luncheon on the same day as the SGM (June 8, 2019).
- The awards application deadline will be July 31, 2019 with the recipients being acknowledged at the AGM in November 2019.

ACTION #10: Executive Director (or designate) to ensure scholarship application is posted on the BC Soccer website within ten days of the meeting.

13. Women In Soccer Advisory Group

The advisory group chair provided a verbal update advising that the Women's Event that is being worked on in partnership with Via Sport will be held on March 11, 2019. The other organizations that are supporting the initiatives are UBC, BC High School Sports, and CAWS.

14. Risk Management Committee

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

- Advising that the Committee approved updates to the Criminal Record Check Policy. The key amendments were to allow the Enhanced Police Information Check provided by Sterling BackCheck (aka MyBackCheck) as an approved provider and provide clarification for the type of check needed for Youth, Adult, and Referees.

MOTION: To approve the updated BC Soccer Criminal Record Check Policy as presented and circulated prior to the meeting. **9/2019**

CARRIED

ACTION #11: Executive Director (or designate) to circulate the updated Criminal Record Check Policy to the membership within the next 14 days.

The committee chair also provided a verbal update on the discussions regarding concussion and increased awareness that BC Soccer is doing via social media and the Rule of Two.

15. Governance Committee

The committee vice chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that the committee had reviewed and approved the following Youth Inter-District League Renewals and Applications (pending minor amendments be made the league's rules and regulations) and are being provided for the board's consideration:

- Cascadia Soccer League
- Ultimate Summer Soccer League (USSL)

MOTION: To approve the Cascadia Soccer League and Ultimate Summer Soccer League (USSL) inter district league renewals as presented and circulated prior to the meeting. **10/2019**

CARRIED

ACTION #12: Executive Director (or designate) to ensure appropriate correspondence is sent to these organizations confirming renewal.

The committee vice chair spoke to the BCSPL Handbook/Rules presented and circulated prior to the meeting.

MOTION: To approve the BCSPL Handbook/Rules as presented and circulated prior to the meeting. **11/2019**

DISCUSSION: The question was raised regarding the BCSPL General/League Manager being afforded the responsibility to facilitate automatic suspensions within the BCSPL and if that goes against the Judicial Code that was discussed and approved earlier in the meeting. It was confirmed that the BCSPL Handbook/rules state that the BCSPL must follow the Judicial

Code and Policies of BC Soccer and that the BCSPL League Manager may issue automatic suspensions for match play on behalf of the Judicial Chair of BC Soccer.

CARRIED

ACTION #13: Executive Director (or designate) to ensure BCSPL personnel are aware that the handbook is approved.

16. Hall of Fame Advisory Group

The chair provided a verbal update at the meeting, which included advising of the work being done on the association's archiving, along with advising of the recent grant submission to support this activity.

17. Nominations Committee

The President on behalf of the committee chair, advised that the chair would like to add Chuck Bennett from Nelson Soccer and Andrea Laycock from Fraser Valley Youth Soccer to the nominations committee

MOTION: To approve Chuck Bennett and Andrea Laycock as community members for the Nominations Committee. 12/2019

CARRIED

18. Board Regional Liaison Updates

The board members provided various updates on the activity and discussions within the different member organizations, including:

- Burnaby hosting playdowns tomorrow,
- Plans to attend the next Upper Island Soccer Association member quarterly meeting,
- The forthcoming mini world cup in Upper Island,
- Interior district being in the final stages of registration for the upcoming spring season,
- Attended the most recent tri-Cities District Meeting and at the meeting concerns were raised regarding who can sign off on player transfers.
- Attended the most recent Lower Island Soccer Association members meeting.

19. Any Other Business / New Business

The question was raised on where and how action items and issues that are raised at the adult (and youth) forums are addressed. The members discussed this, and it was stated that the various actions and issues are communicated through the respective chairs of those forums back to the committee and advisory groups chairs to be included in discussions within those committee/advisory groups. It was further stated that the chairs also speak with the specific staff directors in those areas as well.

The topic of youth to adult transition was also raised as an important item. A brief history was provided on the activity in this area and what initiatives BC Soccer had taken in the past to help facilitate discussion and increase awareness of the transition from youth to adult. It was noted that now with the ability to communicate more directly to the players/participants, that BC Soccer should work to provide information to the players in the older youth age groups on what options are available to them as they graduate youth soccer.

ACTION #14: Executive Director to work with the Marketing and Communications Officer to send this type of communication.

20. Next Meetings

- March 30, 2019 (in Victoria)

21. Adjournment

- 12:05 pm

ACTION SUMMARY:

#	Who?	What?
1	Executive Director (or delegate)	Executive Director (or designate) to circulate the Judicial Code and Policies of BC Soccer and the updated Rules and Regulations to the membership within the next 14 days.
2	Executive Director (or delegate)	Executive Director (or designate) to action additional spends accordingly.
3	VP Finance	VP Finance to bring to the Finance Committee for discussion and to determine recommendation.
4	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence has been sent confirming renewal of membership with BC Soccer.
5	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence is sent to these organizations confirming associate membership with BC Soccer.
6	Associate Member Advisory Group Chair	Associate Member Advisory Group Chair to ensure clear communication is provided to all members on this initiative.
7	Executive Director (or delegate)	Executive Director (or designate) to update the terms of reference document and report on the website.
8	Executive Director (or delegate)	Executive Director (or designate) to update the terms of reference document and report on the website.
9	Executive Director (or delegate)	Executive Director (or designate) to update BC Soccer Rules and Regulations and circulate to the membership within the next 14 days.
10	Executive Director (or delegate)	Executive Director (or designate) to ensure scholarship application is posted on the BC Soccer website within ten days of the meeting.
11	Executive Director (or delegate)	Executive Director (or designate) to circulate the updated Criminal Record Check Policy to the membership within the next 14 days.
12	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence is sent to these organizations confirming renewal.
13	Executive Director (or delegate)	Executive Director (or designate) to ensure BC SPL personnel are aware that the handbook is approved.
14	Executive Director (or delegate)	Executive Director to work with the Marketing and Communications Officer to send this type of communication.

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.