



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday April 27, 2019 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 (conference call), Rob Lennox, Don Moslin, Deb Pudek (arrived 9:10am), Garry Sangha ((departed at 10am), Ralph Luongo, Francisco Rubio, John Charlton, Rob Brown and Jason Elligott (Executive Director).

Regrets: Leanna Napolitano, Justus Mirembe and Gayle Statton.

### 2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

**MOTION: To approve the minutes of the April 27 30, 2019 Board meeting and committee/advisory group meeting minutes (by consent) 25/2019**

**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:

- Thanking the board members for their contributions to the Safety In Soccer Assessment we are initiating.
- Advising that Pacific FC's opening match in the CPL is tomorrow.

- The delegation that is traveling next week to Canada Soccer’s Annual Meeting of the Members, which includes himself, the First Vice Present and the Vice President Finance. It was noted that the Executive Director, along with two other staff members are attending for portions of the week to participate in CSA meetings.
- The allotments for the professional vote is still being reviewed and discussed amongst the professional members.

The Executive Director provided a verbal summary of the April 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 completed.
  - o Advising that year-end reviews are currently taking place as per documented process.
- Operations Summary:
  - o Updates on various activities was provided, including Operational Plan update, 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, Grants Program, Marketing and Communications Update, 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.

**MOTION: To approve the MOU between BC Soccer and Canada Soccer Business as circulate prior to the meeting and presented on the day. 26/2019**

**CARRIED**

**ACTION #1: Executive Director to action the BC Soccer and CBS MOU accordingly.**

**MOTION: To approve the renewal terms as outlined with Soccer Express. 27/2019**

**CARRIED**

**ACTION #2: Executive Director to renew terms with Soccer Express as outlined.**

**5. Safety In Soccer Assessment Update**

The Risk Management Committee Chair, President and Executive Director provided an update on this activity.

**MOTION: To go into camera.** **28/2019**  
**CARRIED**

**MOTION: To come out of camera.** **29/2019**  
**CARRIED**

The below motion formally documents the board e-mail vote facilitated on April 11, 2019.

**MOTION: To approve an increase of \$15,000 on top of the board approve potential spend of \$100,000 for the assessment.** **30/2019**

**CARRIED**

**ACTION #3: Risk Management Committee Chair, President, and Executive Director to action accordingly.**

**6. 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, along with providing the general themes associated.

**7. Finance Committee**

The VP Finance spoke to the March 2019 financial statement (provided in new formatting) and committee chair/staff liaison report (circulated prior to the meeting). Overall, it was noted that the association continues to be in a good financial position, even with the continuing trend with the decline in registration which is concerning. The Registration Report was referenced (circulated prior to the meeting). It was questioned if BC Soccer could remove the fee associated with ITCs.

**ACTION #4: VP Finance to work with the Executive Director and Director of Finance to review and determine if this is possible.**

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

The Facility Development Advisory Group Chair and Executive Director provided a verbal update on the positive working group discussing taking place with the municipality staff.

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.

## 8. 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 Dasmesh (Non-Profit)
  - o Home Park Soccer Club (For-Profit)
  - o Nelson Soccer Association (Adult League)
  - o North Shore Sportsman's League (Adult League)
  - o Knight Soccer League (Adult League)
  - o North Okanagan Women's Soccer League (Adult League)
  - o Native Indian Football Association (Other)
  - o Victoria Highlanders FC (Other)
  - o ISPARC (Multi-Sport)
  - o PACWEST (Multi-Sport)
  - o Western Canada Rush (For-Profit and Short-Term Event)
  - o Island Fire Football Association (Non-Profit and 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 #5: Executive Director (or designate) to ensure appropriate correspondence has been sent confirming renewal of membership with BC Soccer.**

The chair spoke to the correspondence received from Chetwynd Youth Soccer Association requesting to leave BC Soccer and have the communities within apply to be affiliated with Alberta Soccer Association care of the North West Peace Soccer Association.

**MOTION: To go into camera.**

**31/2019**

**CARRIED**

**MOTION: To come out of camera.**

**32/2019**

**CARRIED**

**MOTION:** To approve Chetwynd Youth Soccer Association to leave BC Soccer and for the communities of Chetwynd, Hudson’s Hope, and Tumbler Ridge to affiliate with the Alberta Soccer Association care of the Northwest Peace Soccer Association (a district of Alberta Soccer). **33/2019**

**CARRIED**

**ACTION #6:** Executive Director (or designate) to ensure appropriate correspondence is sent to the Alberta Soccer Association and Chetwynd Youth Soccer Association.

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

The Associate Member Advisory Group Chair spoke to the Advisory Group/Staff Liaison Report circulated prior to the meeting and specifically the Associate Membership Advisory Group Memo, the Member Organization Application Template (for Youth Districts), the Member Organization Application Template User Guide and the bylaw amendments that would be required to implement.

**MOTION:** To go into camera. **34/2019**

**CARRIED**

**MOTION:** To come out of camera. **35/2019**

**CARRIED**

It was noted that the title of the template should not include the reference to supplement training and that a definition of a new player needs to be included.

**MOTION:** To approve the information (with the amendments noted) within the documents presented. **36/2019**

**CARRIED (VP Youth abstained from the vote)**

Curbing unsanctioned soccer activity was raised and it was suggested that budget be allocated to ensure compliance.

**ACTION #7:** Executive Director (or designate) to update documents accordingly and then circulate memo, Member Organization Application Template (for Youth Districts) and the Member Organization Application Template User Guide.

**9. 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

- Coaching Course offerings, including the designated female specific coaching course offering.
- Member Visits (Grants Program & Festivals)
- The chair verbally advised that they are in the process of identifying the BC Summer Games zone reps and then the coaching appointments will follow.

**10. BCSPL Advisory Group**

- The chair spoke to the Advisory Group/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - CSA/BCSPL National Club License Meetings
  - BCSPL and Club License activity
  - Provincial Program activity
- The chair spoke Canada Soccer’s National Youth License and the April 11, 2019 memo that BC Soccer circulated.

**MOTION: To insert into Rule 26 as item f, “Organizations that participate in the BC Soccer High Performance League must have the Canada Soccer National Youth Club License and receive approval to participate in the league from BC Soccer’s board of directors.” and renumber the remainder.**

**37/2019**

**CARRIED**

**ACTION #8: Executive Director (or designate) to update the rules and circulate to the members within 14 days.**

**MOTION: To go into camera.**

**38/2019**

**CARRIED**

**MOTION: To come out of camera.**

**39/2019**

**CARRIED**

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

The chair advised that there has been more discussion in this area on next steps and 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. Separate one-on-one meetings have taken place with three existing clubs, along with potentially investors for new franchises, which have all be positive.

The Executive Director provided more detail into the work that has been done in this area.

**MOTION: To go into camera.**

**40/2019**

**CARRIED**

**MOTION: To come out of camera.**

**41/2019**

**CARRIED**

## **11. 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 – Nelson – June 8th/9th
    - Northern Cup – Quesnel/Prince George – June 8th/9th
    - Thompson Okanagan Cup – Salmon Arm/Kelowna – June 22nd/23rd
    - Coastal Cup – Richmond – May 4th/5<sup>th</sup>
  - o 2019 Provincial Cup hosts
    - A Cup – Coastal FC – July 3rd-7<sup>th</sup>
    - B Cup Boys – Prince George Youth Soccer Association – July 3rd-7<sup>th</sup>
    - B Cup Girls – Burnaby District Youth Soccer Association – July 3rd-7<sup>th</sup>
  - o 2019 Provincial Cup Supervisor of Officials
    - Girls B Cup – Roy Branco
    - Boys B Cup – Bob Sawtell
    - A Cup – Tiberio de Frias
  - o 2020 Provincial Cup Hosts
    - A Cup – Coastal FC
    - B Cup Boys – Kamloops Youth Soccer Association
    - B Cup girls – North Okanagan Youth Soccer Association

**MOTION: To approve BC Soccer's Youth Competitions Rules and Regulations as amended, circulated prior to the meeting and discussion on the day.**

**42/2019**

**CARRIED**

**ACTION #9: Executive Director (or designate) to circulate the updated Youth Competitions Rules and Regulations within the next 14 days.**

The chair advised that the Provincial Cup assignments have been circulated, along with the manual.

The chair spoke to the drafted MOU between BC Soccer and the BCCSL regarding operation of the Coastal Cup for 2020.

**MOTION:**       **To approve proceeding to discuss and negotiate an MOU between BC Soccer and the BCCSPL (which would need to be approved by the board) regarding the operations of the Coastal Cup commencing for 2020.** **43/2019**

**CARRIED**

**ACTION #10: Youth Competitions Committee Chair and members to action accordingly.**

Adult Competitions Committee

- The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:
  - o Match Commissionaire Reports
    - Board, Adult Competitions Committee Members and select members from the community have been provided with the Match Commissionaire report so they can report on Adult Provincial Cup games.
  - o Letter to Qualified Teams
    - Teams and leagues were provided with a letter from BC Soccer outlining pertinent rules and information prior to the start of the competition.
  - o Women's Masters A Cup
    - The Committee received a request from a team in the Women's Masters A Cup to play their match a weekend early. The Committee approved the request contingent on the other teams in the competition being provided the opportunity to schedule their match the same weekend. The other teams weren't able to schedule their match on the weekend of April 26-28 so both matches will be played May 3-5.
  - o Match Abandonment
    - Impero Calcio (BMSA) were found at fault for a match abandonment in the round of 16 for Men's B Cup. Per the Adult Competitions Rules & Regulations, the Committee agreed to fine the Burnaby Men's Soccer Association \$1,000 in addition to match official and field costs.
- It was noted that there were ferry scheduling issues and were impacting matches held today.
- The members discussed the concerns raised by the MWSL President regarding female referees for matches. It was stated that the priority for the referee program is to ensure the best referee possible is place into matches regardless of gender.

## **12. 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.



- Providing and update on the adult referee integration program activity.
- Advising of the recent grassroots program activity including meeting with referee development officers, facilitating sessions in Quesnel, Kelowna and Kamloops.
- Provincial Cup
  - o Adult Pre-Provincial Cup Meetings were held with referees in Burnaby, Surrey and Victoria. Adult Provincial Cup currently underway. No assigning issues to date.
  - o The Referee Performance & Development Committee has had initial discussions about potential officials for Adult Provincial Cup Final matches
  - o Supervisor of Officials and Schedulers have been assigned to Youth Provincial Cup:
    - Les Sinnott Memorial Boys B Cup in Prince George: Bob Sawtell (SOO) / Shannon Mazereeuw (Scheduler)
    - Provincial A Cup in South Surrey: Tiberio de Frias (SOO) / Igor (Scheduler)
    - Girls Provincial B Cup in Burnaby: Roy Branco (SOO) / Igor (Scheduler) CSA Referee Nominations updates, being:
- Recent Referee Achievements: Cole Shoemaker was accepted into CONCACAF's PORE Program. He recently attended Phase 1 of the Program which took place over 3 weeks (March-April) in Florida. He's reported to have done very well and stood out from the rest.
- Other Operational Updates
  - o PREP Program began April 6-7<sup>th</sup> weekend in conjunction with Fitness Test. All referees passed Fitness Test.
  - o Working to document and provide clarity on Instructor & Assessor Development Programming (committee has reviewed)
  - o Instructor/Assessor Education led by Michelle Pye hosted April 18<sup>th</sup>
  - o Working to update Referee Rules & Regulations (committee is also providing feedback)

### **13. Awards & Scholarships Selection Committee**

The VP Adult on behalf of the chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included the following update:

- Advising that the scholarship application deadline was March 31, 2019; 64 scholarship applications were received.
- Advising that the Award Nomination Forms have been updated on BC Soccer's website; communication announcing Award Nominations has been distributed to membership via email and posted on social media. Nomination deadline is July 31, 2019

It was noted that based on Board of Director Leanna Napolitano's daughter submitting a scholarship application, she has recused herself from the scholarship review and selection process.

### **14. Women In Soccer Advisory Group**

The advisory group vice chair, on behalf of the chair, provided a verbal update advising they the participation in Via Sports Safety Assessment initiative.

## **15. Risk Management Committee**

The committee chair provided a verbal update advising we are still approximately 50% compliant with the criminal record check requirement for adult aged referees which is a concern. It was noted that members need to use the list of registered referees and that there is a potential liability at the member and local levels if unregistered referees are used.

**ACTION #11: Risk Management Committee Chair to work with staff on drafting and sending out a communication to the members and affiliates.**

## **16. Governance Committee**

The committee chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that the governance committee reviewed the Thompson Okanagan Youth Soccer League (TOYSL) Renewal Application and approved pending minor amendments to the league's rules and regulations.

**MOTION: To approve the Thompson Okanagan Youth Soccer League's Inter-District League Applications subject to amendments made in league rules. 44/2019**

**CARRIED**

**ACTION #12: Executive Director (or designate) to ensure appropriate correspondence has been sent confirming league renewal.**

Based on a request from another board member, the chair advised that there is an appropriate statement within the bylaws to ensure they are not gender specific. The chair advised that he will work with the governance committee to update the bylaws to ensure this is always the case.

## **17. Hall of Fame Advisory Group**

The advisory group chair provided a verbal update advising that we received the \$25,000 federal grant to support the archiving activity this group is working on. It was noted that a committee member had also recently produced a history of the Provincial Cup which has been circulated.

## **18. Nominations Committee**

The President on behalf of the committee chair provided an updated which included:

- Reminder that in 2019 BC Soccer will begin the transition to three-year board terms
- Positions up for election at the 2019 November AGM:
  - o For 3-year terms: Vice President, Adult and Three Director positions
  - o For 2-year terms: First Vice President and Two Director positions
- The Committee will continue to focus on targeting potential female candidates and potential candidates from outside of the Lower Mainland

- Timeline
  - o The Committee will seek to post more information publicly for potential candidates to put their name forth in early June.
  - o Distribution of the Candidates Package to members will begin September and be updated every two weeks leading up to the AGM
  - o An All Candidates Meeting will be held on the Friday of the AGM weekend

## **19. Board Regional Liaison Updates**

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

- Island related: Mini World Cup taking place May 4-5 UISA, Festival taking place May 11-12 in Nanaimo, clubs are in the process of having their AGMs, and LISA is working through proposed bylaw request from the member clubs regarding composition of the district board.
- Activity in the Interior regarding concerns with academy activity.
- Planning on attending the updating Tri-Cities Youth Soccer Association AGM in June.
- Kootenay activity: upcoming challenge tournament, rep programming is up and running and house is scheduled to kick off next week.

The President took the opportunity to remind the members that when they come across good activity, such as the free physical literacy program that Gorge FC is operating, to share with BC Soccer Marketing and Communications Officer.

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

A question was raised regarding the new Provincial Cup Finals logo and the approval of such. The Executive Director stated that it was developed under the Marketing and Communications Officer as it was program/event activity. There was consensus that this is an operational item as it was not changing the corporate logo.

## **21. Next Meetings**

- May 22, 2019 – conference call
- June 7, 2019
- July & August – currently no meetings scheduled, however, may be called by the President if the need arises.
- September 28, 2019
- October 2019 – as needed primarily for AGM related activity and finance activity

## **22. Adjournment**

- 12:05pm

