



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday June 27, 2020 9:00 am

VIDEO/CONFERENCE CALL

1. Call to Order/Roll Call 9:00 am

Present: Kjeld Brodsgaard (Chair), Carlos Grosso, Chris Appleby, Rob Lennox, Garry Sangha, Don Moslin, Deb Pudek, Ralph Luongo, Gayle Statton (left meeting at 11:30am), Melissa Tancredi, Leanna Napolitano, Don Dancey, Francisco Rubio, John Charlton, and Jason Elligott (Executive Director).

Regrets: none

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the May 9, 2020 Board meeting and committee meeting minutes (by consent) 50/2020

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 provided a verbal update which included:

- Discussing the current COVID-19 situation and the impact that it has and will continue to cause for us and our membership.
- Highlighting the financial strength of the association and thanking those individuals that have ensure we have been fiscally responsible over the last number of years to allow us to have this strength.

- Advising of the regular calls with the Provincial Presidents and Canada Soccer.
- Advising that the Emergency Committee has been meeting weekly to discuss the current situation and take appropriate action.

The below motions formally document the e-mail voting facilitated on May 20, 2020 and May 26, 2020 respectively.

MOTION: To approve the BC Soccer Return to Play Phase 1 Plan – Recommendations and Guidelines as presented. 51/2020

CARRIED

ACTION #1: Executive Director (or designate) to circulate to the membership and post publicly.

MOTION: For BC Soccer to establish a \$100,000 COVID-19 financial assistance fund (from BC Soccer’s contingency fund) that may be accessed to help cover legal defense costs should a claim(s) arise naming Members and/or Affiliated Clubs (and their Board of Directors and/or Staff Members) otherwise not covered by insurance. 52/2020

DEFEATED

The Executive Director presented a summary of the June 2020 Executive Director Report (circulated prior to meeting) comprised of a high-level overview across all association activities which included:

- Human Resources Summary, including:
 - o Providing an update on the steps taken from an employer perspective relating to the COVID-19 and the Return to Office Plan, which commences June 29, 2020. BC Soccer’s COVID-19 Safety Office Plan Protocols were circulated prior to the meeting.
 - o Providing an update on vacation time and ongoing planning.
- Operations Summary:
 - o Updates on various activities was provided, including Operational Plan update, Safe Sport Activity, Coaching Learning Facilitator support program, Coaching Courses delivered/scheduled, Referee Clinics delivered/scheduled, Player Development Programming (Provincial Program, BCSPL Club Service Plan and BCSPL), Facilities Development, Competitions update, League 1 BC, Charter Program, Grants Program, CRM development (form management), facility development and legal update.
 - o Noting that the Soccer and Referee Development Operational Reports were included in the meeting documentation.
 - 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.

Considering one of the main focuses has been Return to Play and working toward business resumption the Executive Director also provided a specific update in this area, including:

- Communications – stating that BC Soccer has done its best to keep the members and affiliated clubs up to date with information with all memos being circulated and posted on the Communications page of the website - <https://bcsoccer.net/communications-social-media>
 - o Held a Members/Clubs Phase 1 Q and A session on June 11, 2020 – the recording is posted on the Return to Play page of the BC Soccer website – <https://bcsoccer.net/return-to-play-information>
 - o Media – BC Soccer was included in various news article over the last number of weeks, with a prominent spot with ViaSport and BCRPA on June 11, 2020 Global News Story – couldn't find it posted online.
 - o Circulated on June 18, 2020 Return to Play Phase 2 survey to Members and Affiliated Clubs.

- Insurance / Liability Coverage – This has been a concern since the Insurance Exclusion Notice received on March 19 from our Insurance underwriter via our broker.
 - o On June 10, 2020 the BC Government announced a Ministerial Order extending liability protection to not-for-profit amateur sport organizations for damages resulting from exposure to COVID-19. This order is in effect while under a state of emergency.
 - Note: from the BC law society, it notes that the Premier is not planning on ending emergency any time soon.
 - State of emergency extended - The provincial cabinet has extended the state of emergency through to the end of the day on June 23, 2020. The Order-in-Council renewing the state of emergency may be found [here](#).
 - This state of emergency is the longest in BC history. Premier John Horgan has previously expressed that it will continue with no end in sight but, under section 9(4) of the Emergency Program Act, a state of emergency can only be issued two weeks at a time.

MOTION: To go into camera. 53/2020

CARRIED

MOTION: To come out of camera. 54/2020

CARRIED

- Canada Soccer Organizational Self-Assessment Tool
 - o As of Friday June 19, 60 Member/Affiliated Clubs has completed the self-assessment.

- Kid Sport – Currently in the final stages of establishing the “Give and Go” initiative with Kid Sport which is designed to actively solicited donations to help families that have been financially impacted by the current situation. The program is a way for people and

companies (that are able to and want) to help families getting their children back to playing soccer who may have been impact financially.

- Future Phases for Returning to Play
 - Currently, we are in Phase 1 for Soccer, the modified distance training. From ViaSport's Sport Activity Chart, the phase sport is in now has dates of May 19 to Sept. However, this may change and will be based on the BC health authorities.
 - It was stated that hopefully over the next 4-6 weeks sport (and specifically soccer) will be able to gradually move to limited contact in training, progressing to perhaps small sided games and then moving to more normal games. There is still no indication yet, on when any of this would be allowed. Discussions are ongoing with Via Sport and early indication suggest that this may be a reasonable and responsible approach to take. They are reviewing internally and with the government.
 - We are hopeful that there will be games in the fall. The other things that need to consider is that there may still be the 50 gathering limits restriction and also the recommendation to try to limit travel, which may impact league play in some form.
 - A Return to Play – Phase 2 Recommendations and Guidelines Plan has been drafted and once we are able to release (i.e. Via Sport 'approved') we will do so. Prior to circulating, we will provide to ViaSport and Canada Soccer for comment/support and also require a Board vote.

ACTION #2: Executive Director to facilitate e-mail Board vote on behalf of the President for the Return to Play Phase 2 Play – Recommendations and Guidelines once able to.

- A reminder was provided on the various programming and activity that BC Soccer adjusted the delivery model for by moving it online, and in most cases will look to continue with the new delivery model once we get through the current situation (bearing in mind any approvals needed from Canada Soccer to continue to do so):
 - Online Delivery of Referee Refresher Clinics - <https://bcsoccer.net/news/post/referee-refresher-clinics-will-now-be-available-on-line>
 - Online Delivery of Individual Player Skill Development - <https://bcsoccer.net/news/post/bc-soccer-provides-individual-skills-development-activities-platform>
 - 2020 Scholarships Program - <https://bcsoccer.net/news/post/bc-soccer-scholarship-program-returns-in-new-fashion-for-2020>
 - Online classroom theory modules for Canada Soccer's Community Coaching Courses - <https://bcsoccer.net/news/post/bc-soccer-unveils-on-line-classroom-theory-modules-for-canada-soccers-community-coaching-courses>
 - Individual training exercises for U15 players and older - <https://bcsoccer.net/news/post/bc-soccer-shares-individual-training-exercises-for-u15-players-and-older>

The Executive Director also spoke to the annual operations plan which is normally aligned with the fiscal year (Aug-July). It was stated that it is difficult to plan for a full 12 months with the unknowns of the current situation, therefore, it was suggested that we roll over the ongoing activities that we can (and know of) until such time as we have more clarity on our more meaningful return, financial realities, and the introduction of the 2024 Strategic Plan. There were no concerns expressed from the board on taking this approach.

ACTION #3: Executive Director to action accordingly.

A facility development project update was provided from the 1st VP speaking to the latest meeting with the city.

5. BC Soccer Rules and Regulations Dispensation Requests

The Executive Director advised that with the pause in play, there has been no dispensation requests received.

6. BC Soccer 2024 Strategic Plan

The Strategic Plan Working Group Chair spoke to the e-mail that was circulated to the Board of Directors on June 17, 2020 which provided a final draft of the 2024 Strategic Plan.

MOTION: To approve the 2024 BC Soccer Strategic Plan as presented and circulated prior to the meeting. 55/2020

CARRIED

The following was discussed as the next steps for this important piece of work.

- The Working Group will develop the draft options of the updated mission, vision and values over the next few months and provide to the Board for review and approval at the September Board meeting.
- Between the September and October Board meetings, the desktop, communication version of the 2024 Strategic Plan will be developed and shared at the October Board meeting.
- The final version of the desktop Strategic Plan version will then be finalized in time for full rollout at the November AGM to members, stakeholders, website etc.

It was further noted that the focus for BC Soccer over the next period of time will be business resumption and impacts from the pandemic. Therefore, to manage expectations, the Working Group has identified the following key items within the strategic plan to focus on in the short term:

- Safe Sport Initiatives
- Policy development (policies need to be finalized before we move to plans and frameworks)
- For-profit and not-for-profit associate member activities
- Various activities - educated staff and Board and governance activities
- Financial position and preparing for approved strategic plan initiatives

- Judicial outsourcing options
- Establishment of League 1
- BC SPL and National Youth Club Licensing

ACTION #4: Strategic Planning Working Group, its Chair, the Executive Director (and/or designates) to support activities in this area as required and aligned with the timings discussed.

Standing Committee Updates and Discussion Items

7. Finance & Audit Committee

The VP Finance spoke to the April and May 2020 summary and detailed financial statement 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 under the challenging circumstances.

The VP Finance spoke to the June 17 Finance Committee Meeting Minutes, specifically highlighting the discussion on registration fees for any new player registrations under the Phase 1 Return to Play terms. It was recommended by the Finance Committee to charge 50% of the player fees for new players.

MOTION: To support the Finance Committee’s recommendation to charge 50% of the per player fee for any new players participating in Phase 1 for soccer’s Return to Play. 56/2020

CARRIED

ACTION #5: Executive Director (or designate) to inform the membership within 14 days and action accordingly.

The VP Finance and Executive Director spoke to redrafted estimate budgets for 2020-21 that are based on the main assumption that player registration will decrease 25% from 2019-20 actual registration. The budget also includes a \$3 reduction (member credit) in player fees for all categories.

The main assumption results in approximately \$1m shortfall in revenue for the fiscal year ended July 31, 2021. A summary of how the budget shortfall was made up was provided in a detailed report in the board package.

Further discussion occurring regarding the current projection for the year ending July 2020. It was noted that, even under the current situation with the elimination of discretionary spending since mid-March, BC Soccer has managed well and is projecting a surplus. The final surplus amount will not be known until closer to year end. It was suggested that an option to support the members during this time and to not put as much pressure on the 2020-21 budget, BC Soccer could provide a credit to members based on the 2019-20 reported registered players which would be used to reduce the current year’s surplus and offset registration invoices for the 2020-21 primary seasons.

MOTION: To allow the VP Finance and Executive Director to provide credits to the members towards the 2020-21 fiscal year player registration fees using the current year's surplus, bringing the net income no lower than \$25,000 for year ending July 2020.

57/2020

CARRIED

ACTION #6: VP Finance and Executive Director (or designate) to inform the membership and action accordingly.

A facility development update was provided specifically regarding the most recent meeting with the city staff. Concerns were raised on potential turmoil within council and also that BC Soccer does not have a concrete Plan B to fall back on should the current plan fall through.

With the current situation on the facility project, the Executive Director reminded the board of \$1,000,000 building/facility restriction that was motioned at the March 30, 2016 board meeting, which assists with the association's Gaming Application and stressed that it must be used within 5 years to not negatively impact the association's gaming application moving forward.

8. Membership Committee

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

- Advising that two associate members have ceased operations; therefore, their memberships with BC Soccer have been terminated:
 - o Barca Academy Vancouver (For-Profit)
 - o Brazilian Futsal Club (For-Profit)
- Advising that Associate Member, Western Canada Rush Soccer Academy (For-Profit) has changed its name to VIP Sports - GPS Western Canada
- Advising that the following are in progress:
 - o Determining a process for current renewals or new associate members due to COVID-19 impacts.
 - o Membership and Governance Chairs are working together on the request from the North Shore Youth Soccer Association and correspondence from Canada Soccer on membership status.

9. Governance Committee

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

- An updated on a Recommendation on Return to Play for Suspended Organizations
 - o For example, a club that is a member of a Youth District Association is suspended from sanctioned soccer activity, there should be criteria required for the organization to meet prior to being able to begin operating sanctioned activity again, or, not.

- Updates specific to Canada Soccer & North Shore Youth Soccer Association Letters Regarding For-Profit Inclusion, including:
 - o Reviewing bylaw/rule amendments presented at the 2019 AGM with the intention to bring them back to the floor at the 2020 AGM
 - o Consulting with members to gather information and answer questions
 - Providing a legal opinion on whether there are any barriers to for-profit organizations being a member of a non-profit organization
 - o Developing a Youth District Association Onboarding Standards for New Organization Member Applications resource document
- November 2020 AGM preparation, specifically Bylaw and Rule Review.
- Updates on Policy Review and Development, specific by the committee chair
 - o The below charter provides a summary of these and where they are at in terms of progress:

Policy	Status	Next Steps
BC Soccer Safe Sport Policy	Draft in progress	
BC Soccer Concussion Policy	Under development	Staff to feed in; review by Governance Committee
BC Soccer Youth Team Travel Policy	Under development	Staff to feed in; review by Governance Committee
BC Soccer Social Media Policy	approved by Governance, reviewed by Risk Management	Minor edits to be made prior to Risk Management Committee approval
BC Soccer Privacy Policy	under review by Privacy Officer	Privacy Officer and Governance Committee Chair approve; send to BC Soccer legal counsel
BC Soccer Severe Weather Policy	Approved by Governance Committee and Risk Management Committee	Board Approval

MOTION: To approve the BC Soccer Severe Weather Policy as presented. 58/2020

There was concerns raised with the large size and format of the policy, specifically noting the overall lack of general policy framework.

There was general support for the content within the policy with the direction to change name to Guidelines and develop a short policy supported by the guidelines.

Based on the discussion the Chair withdrew the motion as presented.

ACTION #7: Governance Committee Chair to take direction from the board back to the committee to develop a short policy supported by the guidelines.

10. Nominations Committee

The Nominations Committee Chair Report was circulated prior to the meeting and including the following:

- Positions Up for Election in 2020
 - o For 3-year terms: President, Vice President Finance and 3 Director positions
 - o For 1-year terms: Vice President Youth and 1 Director position
- Note: The positions/directors whose current terms end in November 2020 are President/Kjeld Brodsgaard, VP Finance/Chris Appleby, VP Youth/Rob Lennox, and four directors/Deb Pudek, Francisco Rubio, Garry Sangha, Gayle Statton*
- Similar to last year, the Nominations Committee suggest the following timeline for current directors to advise of their intentions leading up to the 2020 AGM:
 - o By June 30th - President advise of his intentions
 - o By July 15th - Vice-Presidents whose term is complete advise of their intentions
 - o By July 31st - Any Vice-Presidents or Directors who have decided to run for President or the open VP positions advise of their intentions
 - o By July 31st - Any other Directors whose term is up advise if they intent to re-run as Directors
 - Updates & Other Timelines
 - o The process is proceeding in an orderly fashion,
 - o Notification that BC Soccer is soliciting Board of Director Candidates, the Candidate Information Package and Nomination Form will be distributed to members/posted, etc. in the next few weeks, to give minimum four months' notice to prospective candidates
 - o The All Candidates Meeting will likely be held virtually prior to the AGM on a date to be determined.
 - o Committee members will be forwarded separately.

MOTION: To approve the Fraser Valley Youth District Soccer Association Chair, Andrea Laycock and North Okanagan Youth District Soccer Association Chair, Frank Rennick as community members of the Nominations Committee. 59/2020

CARRIED

MOTION: To go into camera. 60/2020

CARRIED

MOTION: To come out of camera. 61/2020

CARRIED

11. Risk Management Committee

The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included providing a criminal record check compliance report for individuals directly involved with

BC Soccer activity along with discussing the updated risk Registry that was circulated prior to the meeting. To was requested that the Risk Registry be discussed more frequently at the board level.

Independent

12. Judicial

The Judicial Chair Report was circulated prior to the meeting which included updates on the number of complaints received, discipline/appeal/protest activity and where they are current at from a process perspective.

There was much discussion on how judicial is assessed, evaluated and if it is meeting the needs of the association. It was restated that the that, based on the requirement of Canada Soccer, judicial is independent from the Board and Staff decision-making. It was stated that the decisions of judicial impact the association and there is concern on how the board can ensure that proper processes are being followed and association policies and are being adhered to within judicial decision making.

ACTION #8: President and Executive Director to request Canada Soccer provide a representative to discuss the concerns with the BC Soccer Board of Directors.

MOTION: To go into camera. 62/2020

CARRIED

MOTION: To come out of camera. 63/2020

CARRIED

ACTION #9: Executive Director (or designate) on behalf of the Board of Directors to request more detailed information on process and assessment conducted by a specific BC Soccer Ethics Panel.

Board Chaired Operational Committee Updates and Discussion Items

13. Adult Competitions

The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that the Summer 2020 Adult League forum was held June 11, 2020. Some key takeaways are:

- Despite being advised that the 2020 Provincial Cup may not run, leagues expressed keen interest in participating in any capacity.
- Leagues in favor of receiving allocations one year in advance (as well, using 2020's allocations in 2021).

- Staff to make recommendation to Governance and Adult Competitions Committees to remove player registration forms (i.e. A Form, B Form etc.)
- Leagues want Adult A Cups held together; however, women's leagues stated they would be comfortable holding other women's competition finals in a standalone event.

Similar to the May 9, 2020 meeting, there was discussion amongst the board members regarding the current impacts COVID-19 is having and whether or not to cancel the 2020 Adult Provincial Championships. It was stated that currently we do not know when we will be progressing to the next phase which would potentially allow for small sided game activity (not full games). As a result, the Board discussed the feasibility for actually delivering a 2020 Adult Provincial Cup.

MOTION: As a result of the impacts of COVID-19 and the health authorities requiring distancing measure that continue to be in place, to cancel all Adult Provincial Cup Competitions for 2020. 64/2020

CARRIED

ACTION #10: Executive Director (or designate) to discuss with the VP Adult, Director of Community Development and the Member Services and Competitions Coordinator the timings and process to inform the membership and wider public.

14. Diversity and Inclusion

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

- Advising of the discussions with Ross MacDonald regarding Power Soccer and Para-Soccer Programming.
- Confirming the addition of Dano Thorn to the committee.
- Reviews being conducted of various educational opportunities to support increased learning on transgender, safe sport, women in soccer, etc.

15. Youth Competitions

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

- 2021 Youth Provincial Cup - Each 2020 Youth Provincial A & B Cup host have confirmed their willingness to host the 2021 competitions.
- Thompson Okanagan Youth Soccer League - On June 11, 2020, TOYSL's board of directors voted to cancel the 2020 TOYSL season.

16. Board Regional Liaison Updates

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

- Hall of Fame Nominations open.
- North Shore Youth District Chair changing at the next AGM.
- Burnaby District Chair has recently changed.
- Attendance at recent Lower Island Meeting regarding Return to Play.
- Tri Cities District Chair is overseeing the Port Moody SC AGM.
- Upper Island held virtual AGM. New District Chair elected.
- Vancouver Youth District AGM is being held virtually on Monday June 29.
- VP Youth advised there is no longer a conflict of interest with his MWSL coaching role.

17. New Business / Any Other Business

The Board Liaison for the Awards and Scholarship Selection Group spoke to the report circulated prior to the meeting, which including advising:

- That as of the Scholarship Application deadline that there 128 applications received.
- That the Selection Committee will review and determine recipients in the coming weeks.
- That the recipients will be recognized by having their video posted online and will be mailed their certificate.
- That the following individuals have accepted the invitation to be on BC Soccer's 2020 Awards & Scholarships Selection Group:
 - o Hazel Braithwaite – from Vancouver Island, former BC Soccer Board Member (2008-2010)
 - o Keith Liddiard – from Kamloops, BC Soccer Life Member
 - o Charlie Cuzzetto – from Vancouver, BC Soccer Life Member / current Canada Soccer board member

MOTION: To accept Hazel Braithwaite, Keith Liddiard and Charlie Cuzzetto as Awards & Scholarship Selection Group members. 65/2020

CARRIED

ACTION #11: Executive Director (or designate) to action accordingly.

18. Next Meetings (subject to change)

- September 12, 2020
- October 6, 2020 (conference call; review/approve audited financial statements)
- November 6, 2020 (evening pre-AGM)
- November 7, 2020 – AGM

19. Adjournment

- 12:26 pm

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