



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday March 28, 2020 9:00 am

CONFERENCE CALL

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

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

Regrets: Garry Sangha

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the February 1, 2020 Board meeting (with the inclusion of Melissa Tancredi as present) and committee meeting minutes (by consent) 19/2020

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. Canada Soccer's Suspension of Sanctioned Soccer Activity

The Executive Director provided an update on the steps BC Soccer has taken considering the uncertainty surrounding the current situation with COVID-19 as it relates to soccer and Canada Soccer's current suspension of sanctioned soccer activity. Highlighted were the communications provided (directly via e-mail) to the membership, affiliated clubs and wider community (via website and social media) on January 31, February 28, March 9, 12, 13, 17, 19, 23, 26, linked here -

It was further stated that the Executive Director has been and will continue to participate on calls twice a week with the other provincial EDs and Canada Soccer staff to share information and discussion the situation.

5. 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 with immediate impacts to the interior membership as they head into their primary season. It was noted that one member has already informed us that they will currently not be proceeding with soccer this spring/summer.
- Stating that almost all municipalities have taken steps to closed fields, with some putting in place dates extending to the end of June 2020.
- 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. It was noted that many provinces are entering their primary season of play right now, therefore, are planning for great impact in the short term. There was specific discussion on the impacts to the membership dues as it relates to Canada Soccer.
- Advising of the establishment of an Emergency Committee comprising of the President, First Vice President, Vice President Finance, and the Executive Director to discuss the impacts of COVID-19, including (but not limited to) financial and personnel impacts and take appropriate action. Establishing this committee is in alignment with Canada Soccer actions.

The Executive Director presented a summary of the March 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 staff professional development opportunities BC Soccer have provided in support of specific staff members.
 - o Providing an update on the status of one staff member's short-term leave, along with the steps taken from an employer perspective relating to the COVID-19 situation.
- 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 Service Plan and BC SPL), 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.

- Updates on Canada Soccer initiatives, including Club Licensing, Skills License, Coaching Certification, and Canada Soccer (FIFA) Connect Database / Registration System.
 - Specific concerns where made by the Executive Director regarding the recent release of the updated Canada Soccer Rules and Regulations and Discipline Polices, not only from a process perspective but also a timings perspective. The Executive Director and President advised that with their respective Canada Soccer groups, they would be raising this concern.
- Recent successes / areas of challenge.
- Areas of focus for the next 3 months.

The Executive Director spoke to the e-mail vote approvals that were conducted in-between the February 1, 2020 and March 28, 2020 board meetings. The below provides a summary of the information and the motion to formally document the e-mail votes.

Updated Small Sided Referee Rules and Regulations

Facilitated on February 4, 2020 - Summary of changes are:

- Housekeeping for grammar and clarification
- Updates to be aligned with IFAB Laws of the Game:
 - Acknowledging that upon kick-off, the kicker may stand in the other half to take the kickoff (see Law 8, page 5)
 - A drop ball is awarded to a team that had possession of the ball when the referee stopped the match; further that all other players must be 4 meters away upon restart (see Law 8, page 5)
 - The addition of ability for referees to card team officials for misconduct (see Law 12, page 8)
 - Stating that on a goal-kick, the ball does not have to leave the penalty area to be in play (see Law 16, page 10)

MOTION: To approve the updated Small Sided Referee Rules and Regulations as circulated.

20/2020

CARRIED

ACTION #1: Executive Director (or designate) to ensure appropriate steps are taken to make those impacted aware.

Updated BCSPL Handbook (Rules & Regulations)

Facilitated on February 24, 2020 - Summary of the changes from last year's document to this year's document:

- *Dates amended to reflect the 2020 season of operation*
- *3. Team Rosters & Player Eligibility d) Eligible Player - Updated to reflect current process*
- *7. Technical Requirements (Minimum) Player Development & Coach Development - Incorporated from the BCSPL Club License technical criteria (BC Soccer Board approved December 2019)*

MOTION: To approve the updated BC SPL Handbook (Rules & Regulations) as circulated.

21/2020

CARRIED

ACTION #2: Executive Director (or designate) to ensure appropriate steps are taken to make those impacted aware.

The Executive Director also provided a synopsis of the Contingency Planning work being done within the respective areas. Specific reference was made to open member surveys that are currently taking place. Partial response information was provided, noting that March 30, 2020 is the deadline for the surveys. The surveys include:

- Interior registration and Provincial Cup Survey. This survey's purpose is to determine the soccer activity Interior Youth Districts will deliver at given dates and determine viability of having teams participate in Provincial Cup.
- Coastal Youth District and Full Adult League Registration Survey. This survey's purpose is to determine the soccer activity Coastal Youth Districts and Full Member Adult Leagues will deliver at given dates.
- Associate Adult League Registration Survey. This survey's purpose is to determine the soccer activity that associate member adult leagues will deliver at given dates.
- Adult Provincial Cup Survey. This survey's purpose is to assist in determining viability of Adult Provincial Cup based on potential dates for which soccer activity will resume. Leagues were provided two scenarios as options.

The Executive Director reminder the Board that:

- The office is currently closed; all staff have been set up accordingly and are working from home.
- Staff workplans and focus has been adjusted based on the current situation.
- Still working with a 2-week review and decision-making process for activity we directly operate that was already scheduled prior to the crisis, such as coaching courses and referee clinics.
- Work is being done on moving to online delivery for activity that we can, including coach and referee clinics/courses, member visits, etc.

In addition to the contingency planning from a program and event delivery perspective, the Executive Director advised that we are also conducting a wider assessment on the impacts of COVID-19 as it relates to association finances and personnel, which will be discussed and reviewed by BC Soccer's Emergency Committee.

MOTION: To go into camera.

22/2020

CARRIED

MOTION: To come out of camera.

23/2020

CARRIED

6. BC Soccer Rules and Regulations Dispensation Requests

The Executive Director spoke to the dispensation request received and the subsequent e-mail vote that was conducted in-between the February 1, 2020 and March 28, 2020 board meetings. The below provides a summary of the information and the motion to formally document the e-mail vote facilitated on March 2, 2020.

COYSA requested dispensation to the player age limits for a tournament of their member club, Rutland Youth Soccer Association, is hosting. Rationale provided is that there is one Alberta team with two over age players that would like to participate so they are seeking dispensation to allow the Alberta team/players to participate without having to make it an “adult” tournament.

The relevant Rules & Regulations COYSA were seeking dispensation to are Rule 2 – Player Age Limits a.b.Youth.c.d. It was noted that they requested dispensation, rather than requesting to play down per the Playing Down Policy as we don’t believe the players have any medical condition or learning disability, etc. but rather are just a year older than the other players.

MOTION: To approve COYSA’s dispensation request as presented.

24/2020

CARRIED

ACTION #3: Executive Director (or designate) to ensure appropriate correspondence has been sent to this organization, while taking into consideration the current suspension of soccer activity.

The Executive Director spoke to the dispensation request received from COYSA seeking dispensation to the roster/registration limits for the 2020-2021 season that was circulate to the Board of Directors on March 26, 2020. It was stated that the relevant Rules and Regulations COYSA is seeking dispensation to are Rule 4.h.m.

The Board had prolonged discussion on this request, noting the large flexibility it provides to house level teams for all clubs within COYSA. It was stated that, considering current situation, we need to look for ways to be flexible in the application of the rules and regulations.

MOTION: To approve COYSA’s dispensation request as presented.

25/2020

CARRIED

ACTION #4: Executive Director (or designate) to ensure appropriate correspondence has been sent to this organization, while taking into consideration the current suspension of soccer activity.

7. BC Soccer 2019-20 Committee & Advisory Groups

The President spoke to the following committee related documents that were circulated to the Board on February 28, 2020:

- 2019-20 Standing Committees (Finance & Audit, Governance, Membership, Nominations, and Risk)
- 2019-20 Board Chaired Operational Committees (Adult Competitions, Diversity & Inclusion, and Youth Competitions)
- 2019-20 Board Liaison Roles and Structure (Awards & Scholarship Selection, Hall of Fame, and Regional Tier 3)
- 2019-20 Committee Operating Principles and Composition Structure (in PDF)

The composition of each committee was also provided in the same communication.

Finance Committee (Standing)

Chris Appleby (Chair), Carlos Grosso (Vice-Chair), Ralph Luongo, Deb Pudek, Gayle Statton, and Francisco Rubio.

Staff Members: Jason Elligott and Stephen Wurz (Liaison).

Governance Committee (Standing)

Garry Sangha (Chair), Aiman El-Ramly (Vice-Chair), Francisco Rubio, Dave Hargreaves, Sarb Lidder, and Bruno Colangeli.

Staff Members: Lori D'Andrea and Nicole Laird (Staff Liaison).

Membership Committee (Standing)

Gayle Statton (Chair), Garry Sangha (Vice-Chair), Francisco Rubio, and Chris Appleby.

Staff Members: Lori D'Andrea and Nicole Laird (Staff Liaison).

Nominations Committee (Standing)

Roger Barnes (Chair), other members TBA.

Risk Management (Standing)

John Charlton (Chair), Don Moslin (Vice-Chair), Melissa Tancredi, Mike Foster and Samantha (Sam) Cowden.

Adult Competitions Committee (Board Member Chaired Operational)

Ralph Luongo (Chair), Deb Pudek (Vice-Chair), Don Dancey, Don Moslin, Fraser Sim, Neil Fuge, Rob Brown, Kelsey Fulton, and Katie Thorlakson.

Staff Member: Ryan McQuillan (Staff Liaison)

Diversity & Inclusion (Board Member Chaired Operational)

Deb Pudek (Chair), Leanna Napolitano (Vice-Chair), Gayle Statton, Melissa Tancredi, Dr. Ann Travers, Brittany Timko-Baxter, Bryana Kopelow, Jasmine Mander, Kirsten Solli-Nowlan, Melissa Mobilio, and Ross McDonald.

Staff Members: Peter Schaad, Chris Cerroni, Lori D'Andrea and Alfonso Munoz (Staff Liaison)

Youth Competitions Committee (Board Member Chaired Operational)

Rob Lennox (Chair), Chris Appleby (Vice-Chair), Don Moslin (Vice-Chair Regional Playdowns), Leanna Napolitano, Frank Rennick, Chuck Bennett, and Andrea Laycock

Staff Member: Ryan McQuillan (Staff Liaison)

The below motion formally documents the e-mail vote facilitated on March 3, 2020.

MOTION: To approve the Standing Committee, Board Chaired Operational Committee and Board Liaison Role and Structure Terms of Reference and the respective Committee Members for each. 26/2020

CARRIED

8. BC Soccer 2024 Strategic Plan

The Strategic Plan Working Group Chair spoke to the current draft of the 2024 BC Soccer Strategic Plan (circulated prior to the meeting). Further advising that a good session was held with BC Soccer staff in March prior to the COVID-19 situation.

The board specifically discussed the options that were documented regarding potential updated mission and vision statements, along with values. There were comments made regarding a specific safe sport objective and to include mental health hotline number.

With the current COVID-19 situation and the impacts it is having on society, including the soccer community, it was advised that the Strategic Planning Working Group is suggesting we delay the rollout of the 2024 BC Soccer Strategic Plan. It was further stated that we would extend the current BC Soccer Strategic Plan until the end of June 2020 (an extension of 3 months) and that the new plan would take effect July 1st onwards, thus potentially introducing to the members and stakeholders around the middle to end of June timeframe when hopefully soccer is back to a somewhat of a more normal state.

MOTION: To approve the current draft as presented and circulated prior to the meeting and to delay the introduction of the 2024 Strategic Plan until July 1, 2020 as suggested. 27/2020

CARRIED

ACTION #5: Strategic Planning Working Group to work to finalize plan to bring to the board in the Spring of 2020 for final approval while also developing internal and external materials in preparation of announcing 2024 Strategic Plan in June/July 2020.

Standing Committee Updates and Discussion Items

9. Judicial

The Executive Director circulated and spoke to the updated Judicial Report, with specific discussion regarding the updated format that includes more detailed information on involvement and outcomes.

There was specific discussion regarding a letter that was prepared by an Ethics Panel of BC Soccer Judicial and provided to a specific affiliated soccer club.

MOTION: To go into camera. 28/2020

CARRIED

MOTION: To come out of camera. 29/2020

CARRIED

10. Finance & Audit Committee

The VP Finance spoke to the February 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 with the continuing trend with the decline in registration. The Registration Report (circulated prior to the meeting) was referenced to. However, it was also noted that due to the current situation with the suspension of sanctioned soccer activity, the association may need to scale back operational spending and potentially access contingency funds. It was noted, it is too early to determine next steps in this area.

The VP Finance also spoke to the current situation with our annual Insurance Renewal. It was stated that our broker has been advising us for a few years to plan for increases as our loss ratios are poor. Further, the updated renewal terms have an unavoidable increase in cost of approximate \$40,000 to the association, noting that the player numbers are variable and will impact cost. It was also stated that we are working to have annual renewals align with our new fiscal year, therefore instead of having a 4 month (April 2020 to July 31, 2020) and then a 12 month (August 2020 to July 2021), we will have a 16-month term. It was stated that, under the current situation, locking in for 16 months as opposed to having a 4 and then a 12 month, is better from a planning perspective. The topic of adding a \$150 deductible on sport activity insurance was discussed, it was stated that this is being suggested by the underwriter to share some of the cost with those access the service.

MOTION: To introduce a \$150 deductible with the renewal terms commencing April 1, 2020. 30/2020

CARRIED

ACTION #6: Executive Director (or designate) to renew insurance terms as discussed with a \$150 deductible.

As a reminder 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.

11. 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 Kamloops Soccer League (Associate Adult League)
 - o Northern United Football Club (Non-Profit Organization)

The Chair reminded the board of directors 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, while taking into consideration the current suspension of soccer activity.

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

- Croatia SC (Non-Profit)

MOTION: To approve Croatia SC as Associate Members in the specified category. 31/2020

CARRIED

ACTION #8: Executive Director (or designate) to ensure appropriate correspondence is sent to this organization confirming associate membership with BC Soccer, while taking into consideration the current suspension of soccer activity.

The Committee Chair also spoke to another recent Associate Membership application that has been received and reviewed over the last little while. The application is from Shuswap Referee Development. It was stated that the committee has discussed more recently and thanked staff members, Lori D'Andrea and Nicole Laird for their support with the discussion. It was stated that this application will be coming to the board for the next meeting.

12. Governance Committee

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

- Advising that On February 24th BC Soccer had a call with the Thompson Okanagan Youth Districts to discuss potentially amalgamating. On the call were representatives from Kamloops Youth Soccer Association, Merritt Youth Soccer Association, Pinnacles FC, North Okanagan Youth Soccer Association, Central Okanagan Youth Soccer Association, Shuswap Youth Soccer Association and Revelstoke Youth Soccer Association. After the discussion, Youth Districts were to confirm to BC Soccer by March 16th if they were interested in continuing to discuss a potential amalgamation and who their one District representative would be. To date, BC Soccer has received confirmed interest to move forward from all Districts on the call except Central Okanagan Youth Soccer Association, who will be seeking to provide a response in the coming weeks. Will seek to schedule next meeting once there is more certainty with the current situation.
- Advising that the Governance Committee held an email vote on Tuesday, March 17, 2020 to review the Thompson Okanagan Youth Soccer League (TOYSL) and United Summer Soccer League (USSL) Youth Inter-District League Renewals and Applications. Both were subsequently approved by the committee pending minor amendments to the league's rules and regulations.

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

32/2020

CARRIED

ACTION #9: Executive Director (or designate) to ensure appropriate correspondence is sent to these organizations, while taking into consideration the current suspension of soccer activity.

Considering the Governance Committee Chair was not able to attend this March 28, 2020 Board Conference Call, the question was raised that for BC Soccer Standing Committees should the vice chair be a BC Soccer Board of Director? The reasoning for this is, if the chair is unable to attend a Board Meeting, the vice chair can provide the update. There was consensus that this should be the case.

ACTION #10: President to communicate this to the Governance Committee Chair.

13. Nominations Committee

No update was provided as there has been no activity in this area since the November 2, 2019 Annual General Meeting.

14. Risk Management Committee

The Committee Chair spoke to the overall COVID-19 situation and the impacts of the crisis is having on soccer landscape in BC.

The Chair further stated that the committee members have been set, however a meeting has not taken place yet.

The Committee Chair advised that the updated draft “Safe Sport Program Assessment Response and Plan” report was circulated to the board and there has been limited feedback. It was stated that considering the current situation, the report has not been further updated. Further, it was stated that we will delay the release of the “Safe Sport Program Assessment Response and Plan” to align with the newly updated 2024 Strategic Plan timelines.

Board Chaired Operational Committee Updates and Discussion Items

15. Adult Competitions

The Committee Chair advised that staff are currently working to gather information from the Adult Leagues regarding feasibility on cup play under the current uncertainty and soccer suspension.

16. Diversity and Inclusion

The Committee Chair advised that there have been two meetings held within the last month with positive discussions. Currently, there is work being done primarily by the chair and the Director of Community Development on a draft framework that takes into consideration other association policies. The Chair also advised of two workshops that they are exploring to potentially introduce into BC Soccer at the board and staff level.

17. Youth Competitions

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

- Youth Forum: The upcoming Youth Forum is currently April 21st at 7:15PM.
- BC Soccer Youth Competitions Survey: The Youth Competitions Chair had an online survey sent out in conjunction with discussion at the last Youth Forum. Survey results were circulated prior to the meeting for the board’s review.
- House Level Regional Competitions: The Committee was informed that there is interest exploring the introduction of a regional C Cup Competition which will be possibly trialed in the Thompson Okanagan Region in the Fall of 2021. It was advised that a communication was circulated to the Thompson Okanagan Districts requesting expressions of interest.
- Requests to Finance Committee: The Committee discussed refunding Coastal FC for their 2019 Provincial A Cup hosting financial losses and it was forwarded to the Finance Committee.

- Coastal Cup Rules & Regulations: The Coastal Cup Rules & Regulations were approved by the Youth Competitions Committee.

The Committee Chair further spoke to the feasibility of the Provincial Cup considering the current COVID-19 situation. Various possibilities were discussed, however, with the current uncertainty nothing was confirmed.

18. Board Regional Liaison Updates

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

- Upper Island are looking at rescheduling AGMs.
- Vancouver expressing concerns regarding financial impacts of COVID-19

19. New Business / Any Other Business

A question was raised regarding when the BC Soccer Scholarship Application would be available. It was stated that this is being led more from a staff level than previous years and that a plan has been developed which we should be able to move fairly quickly on in the short term.

It was stated that the Soccer Hall of Fame of British Columbia is continuing to do their work and have put together a strong group of individuals to sit on the Selection Panel.

There were generally comments regarding complaints that have come in regarding soccer activity that is taking place during the suspension. It was stated that reminders and information have been sent out to BC Soccer members and affiliated clubs advising them that any members, affiliated clubs and teams that are participating in such activity, is in breach of the suspension of all soccer activity. Therefore, complaints received will be reviewed in accordance with the Judicial Code and Policies of BC Soccer.

Closing comments were made regarding the amount of work and information that BC Soccer has shared over the last 10 days re: COVID-19. It was stated that we must continue to stay on top of the current situation and led as best as possible under the current circumstances.

20. Next Meetings (subject to change)

- May 9, 2020
- June 27, 2019
- September 12, 2020
- October 6, 2020 (conference call; review/approve audited financial statements)
- November 6, 2020 (evening pre-AGM)
- November 7, 2020 – AGM

21. Adjournment

- 11:07 am

