



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday May 9, 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, Garry Sangha, Don Moslin, Deb Pudek, Ralph Luongo, Gayle Statton, 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 March 28, 2020 Board meeting and committee meeting minutes (by consent) 33/2020**

**CARRIED**

#### 3. Business Arising from Minutes

The President advised (per one of the action items from the March 28 meeting) that he had connected with the Governance Committee Chair regarding the Vice Chair being a non-board member. It was agreed, that nowhere in the terms or overarching BC Soccer bylaws, did it state that a board member needs to be the vice chair of a standing committee. It was further agreed, that the Governance Committee will review and update the terms for committees to include this for the next cycle of committee activity.

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. It was noted that
  - o Canada Soccer has also provided BC Soccer with a letter regarding private/academy inclusion
  - o Canada Soccer is working to potentially soften the player dues Canada Soccer collects for next year, including noting that dues will most likely be based on actual player numbers as opposed to the current practice or previous year's numbers.
- Advising that the Emergency Committee has been meeting weekly to discuss the current situation and take appropriate action.
- Speaking specifically to the Safe Sport Assessment Report and the reference to BC Soccer Privacy Officer. It was stated that this should fall within the Risk portfolio, therefore, the Risk Management Officer will fulfill this role.

**MOTION: To appoint the Risk Management Officer as the also the Privacy Officer for the association. 34/2020**

**CARRIED**

The Executive Director presented a summary of the May 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.
  - o Updates on Canada Soccer initiatives, including Club Licensing, Skills License, Coaching Certification, and Canada Soccer (FIFA) Connect Database / Registration System.
    - The Executive Director also highlighted the letter that was included the ED Report from Canada Soccer that we have been waiting on regarding academy/private/for-profit inclusion at the same level of membership as

community clubs. The last paragraph in the attached provides the clear direction and expectations from Canada Soccer.

- Recent successes / areas of challenge.
- Areas of focus for the next 3 months.

Considering the COVID-19 situation, the Executive Director also provided a reminder of the following activity and action that has taken place to support the association, the members, and wider soccer community:

- Communications – We have done our best to keep our members and affiliated clubs up to date with information as we have it. I have also done my best to keep the Board and Staff Members updated and informed. Linked below provides you with the 13 memos that were circulated between January 31, 2020 up until April 15, 2020.  
[https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr\\_memo\\_COVID-19\\_20200310\\_updatedApril15.pdf](https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr_memo_COVID-19_20200310_updatedApril15.pdf)
- Recreational Sports Advisory Group - BC Recreation and Parks Association, in conjunction with Sport BC, established this group and invited three sport PSO (Soccer, Lacrosse, and Field Hockey) to help develop and provide information to the BC Government on how a responsible return to play could occur for specific sports. To support the work of the advisory group, a survey was circulated to the members and affiliated clubs. Memo linked here -  
[https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr\\_memo\\_Members\\_clubs\\_request\\_for\\_thoughts\\_website\\_April23.pdf](https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr_memo_Members_clubs_request_for_thoughts_website_April23.pdf)

The Executive Director also spoke to the different groups that are working in this space and what Via Sport role is. It was confirmed that Via Sport is developing a phased-in sport framework to bring to the BC Government for approval and that each sport will have to develop Return to Play Plans according. It was further stated (and per the e-mail communication circulated to the board on May 8) that the drafted Return to Play Phase 1 Plan to support soccer has been submitted (to the BC Health Authority care of Via Sport) for review, comment and if needed appropriate approval.

- Media – since the Dr. Henry’s press conference on April 21, 2020 were sport was touched on, there have been a large spike in interest from media which I have been fielding. A couple of the articles are here as a reference:
  - i. Global News. Article from April 22, 2020: <https://globalnews.ca/news/6850345/b-c-looking-at-options-for-kids-sports-this-summer-amid-covid-19/>.
  - ii. Vancouver Sun. Article from April 22, 2020: <https://vancouversun.com/sports/patrick-johnston-b-c-youth-sports-get-a-socially-distant-glimmer-of-hope/wcm/9c001995-f9c9-4bb9-8b81-cf481979b556/>.
- Kid Sport – We have had preliminary discussions on establishing (when the time is right) a separate program designed to actively solicited donations to help families that have been financially impacted by the current situation. It was stressed that the discussions are very early,

however the initial thought is that if we can create this program and promote it as a way for people and companies (that are able to and want) to help families getting their children back to playing soccer once we have a bit more clarity on when and how.

- Respect in Sport initiative – Exclusive offer to our Charter Program Member Organizations to receive 20 free licenses for their Parent Education Program and 5 free user licenses for their Keeping Girls in Sport Program. Respect in Sport has provided us with a total of 1,400 free license for this initiative. <https://bcsoccer.net/news/post/bc-soccer-charter-members-offered-2-popular-training-programs-to-a-limited-number-at-no-cost-through-our-respect-in-sport-partnership>
  
- Below provides a listing of programming and activity that we have adjusted the delivery model and moved 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):
  - i. Online Delivery of Referee Refresher Clinics - <https://bcsoccer.net/news/post/referee-refresher-clinics-will-now-be-available-on-line>
  - ii. Online Delivery of Individual Player Skill Development - <https://bcsoccer.net/news/post/bc-soccer-provides-individual-skills-development-activities-platform>
  - iii. 2020 Scholarships Program - <https://bcsoccer.net/news/post/bc-soccer-scholarship-program-returns-in-new-fashion-for-2020>
  - iv. 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>

The Executive Director also advised of the work done on the updated Contingency Plan document. However, it was also stated that the Return to Play Plan will supersede any contingency planning and with the current distancing requirements in place by the health authorities, getting back to actual games will be challenging in the short term.

The April 30, 2020 Memo that are circulated to the members and affiliated clubs was referenced as it provides a detail synopsis of where soccer is current at with the Return to Play planning - [https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr\\_memo\\_return\\_to\\_play\\_update\\_April30.pdf](https://bcsoccer.net/files/AboutUs/Communications/2020/2020Apr_memo_return_to_play_update_April30.pdf). It was also stated that there has been work done on 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.

**ACTION #1: Executive Director (or designate) to inform the board once correspondence is received from the BC Health Authority.**

There was specific discussion as it relates to the facility development project and it was confirmed that the earliest this could be confirmed would be at the next AGM as the membership would be required to support the activity.

#### **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 provided a brief update stating that the comments from the previous meeting still apply. Those being that with the current COVID-19 situation and the impacts it is having on society, including the soccer community, in alignment with the March 28 board motion, we will delay the rollout of the 2024 BC Soccer Strategic Plan and extend the current BC Soccer Strategic Plan until the end of June 2020 (an extension of 3 months). It was stated that timelines and rollout would be revisited at the next board meeting in June 2020.

#### **Standing Committee Updates and Discussion Items**

##### **7. 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.

**MOTION: To go into camera. 35/2020**

**CARRIED**

**MOTION: To come out of camera. 36/2020**

**CARRIED**

##### **8. Finance & Audit Committee**

The VP Finance spoke to the March 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.

The VP Finance and Executive Director spoke to the documents circulated prior to the meeting including the two year-end (July 31, 2020) forecasted budget and the thought processes around them. Both also spoke to the updated 2020-21 Budget and the assumptions and consideration considered. It was noted that the assumption of a 15% decrease in revenue for the 2020-21 may be too optimistic. It was agreed

that the situation is fluid and we will need to adjust as more information is available to ensure we continue to be financially strong.

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.

## **9. Membership Committee**

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

- Advising that there have been no associate membership renewal applications since the last meeting.
- Advising of the following club amalgamations that we have been informed of in South Fraser District Association:
  - o North Delta Soccer Club and Sur-Del Girls Soccer Club have merged to become North Delta Football Club
  - o Surrey Football Club and Central City Breakers have merged and will continue to operate as Surrey Football Club

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

- Shuswap Referee Development (Fraternal Organization)

**MOTION: To approve Shuswap Referee Development as Associate Members in the specified category. 37/2020**

**CARRIED**

**ACTION #2: 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.**

## **10. Governance Committee**

The Committee Chair advised that there has been limited activity in this area since the last meeting. The chair further stated that over the next month, the committee will be:

- reviewing (in collaboration with the Membership Committee Chair) the letter received from Canada Soccer relating to private/academy inclusion,
- review committee terms of reference per the previous comments under the Presidents Report, and
- reviewing the age charts within the BC Soccer rules and their application against the Coastal and Interior Seasons of play as there may be an unintended conflict that needs to be addressed.

## 11. Nominations Committee

The Executive Director advised that the Nominations Committee Chair will be looking to determine/invite Committee Members in May 2020.

## 12. 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.

**MOTION: To go into camera. 38/2020**

**CARRIED**

**MOTION: To come out of camera. 39/2020**

**CARRIED**

The Committee Chair also spoke to the updated draft "Safe Sport Program Assessment Response and Plan" report that was circulated prior to the meeting.

**MOTION: To approve the Safe Sport Assessment Report & Response Plan as presented and circulated prior to the meeting. 40/2020**

**CARRIED**

**MOTION: To circulate the Safe Sport Assessment Report & Response Plan to the membership and post on the BC Soccer website. 41/2020**

**CARRIED**

**ACTION #3: Executive Director (or designate) to make appropriate plans to post on the website and have circulated to the membership.**

## 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 on updates on 2020 Provincial Cup Allocations (assuming we are able to deliver a provincial cup).

- Advising on temporary change to the Adult Competitions Rules and Regulations that have been approved by the committee.
- Advising that Canada Soccer will not be providing keepsake trophies for teams that win the Challenge/Jubilee Cups.

**MOTION: To approve the temporary changes to the 2020 Adult Provincial Cup Rules and Regulations. 42/2020**

**CARRIED**

There was considerable discussion amongst the board members regarding the current impacts COVID-19 is having and whether or not to cancel the 2020 Adult Provincial Championships. The discussion included the following general comments:

- Confirmation that the adult league members and members of the Adult Competitions Committee very much want to offer some form of Provincial Cup in 2020 if we can do so.
- Concerns over consistency if decisions are made to cancel youth provincial championships.
- Noting the current (and for the foreseeable future) distancing measures of 6 feet between people for separate household and mass gathering restrictions, and how this restrict the association from offering a competition.

It was determined that:

- the BC Health Authority restrictions (and any potential softening of them) would determine if any form of Adult Provincial Cup competition could take place in 2020, and
- the board would revisit this at a later date when more information known in weeks and month ahead.

**14. Diversity and Inclusion**

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

- Advising that Dr Ann Travers presented ‘trans kids in general and obstacles to sport participation’. This presentation provided information on the challenging transgender children have in life, society and within sport.
- Advising that Jonas Worth has joined the committee. Jonas has extensive coaching experience within the female game as well as working within the sports sector addressing inclusion policy and process.
- Advising of the detailed work done to finalize the Diversity and Inclusion Policy. The chair specifically thanked Lori D’Andrea for her collaboration on this piece of work.

**MOTION: To approve the Diversity and Inclusion Policy as presented (with the updated Safe Sport Position Statement) and circulated prior to the meeting. 43/2020**

**CARRIED**



**ACTION #4: Executive Director (or designate) to post on the BC Soccer website and circulate to the membership within the next 14 days.**

There was further discussion on policies overall, and it was stated that all policies should include timings for review, who approves and when, where they are posted and circulated to the membership. It was stated that this is part of the activity being reviewed within the 2024 Strategic Plan as it relates to improving the association's governance framework.

The committee chair commented further and provided the recommendation that all board and staff members take training in this area, with the specific suggestion on education offering on "Unconscious bias" and "GBA+ Gender Based Analysis Plus".

**ACTION #5: Committee Chair to provide more detailed information to the President and Executive Director on these education offerings and the associated costs for the training.**

## **15. Youth Competitions**

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

- Youth Forum Update
- BC Soccer Youth Competitions Contingency Plans
- 2020 Girls B Cup host update
- Temporary Youth Competitions Rule Amendments (circulated prior to the meeting)

The Committee Chair further spoke to the feasibility of the Provincial Cup considering the current COVID-19 situation.

It was stated that, if Canada Soccer does facilitate the 2020 Nationals, solely for the U15 and U17 ages groups that participate in Nationals, BC Soccer will discuss with the BC SPL if teams would be interested in attending and what the qualification process may look like.

It was confirmed that there would not be Premier Cup in 2020 for the U13, U14, U16 and U18 age groups. Further, if nationals do not proceed, there would be no Premier Cup for the U15 and U17 age groups either.

The chair further spoke to the A and B Provincial Cup Competitions considering the current and ongoing impacts of COVID-19.

**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 Youth Provincial A and B Cup Competitions for 2020.** **44/2020**

**CARRIED**

**ACTION #6: Executive Director (or designate) to discuss with the VP Youth, Director of Community Development and the Member Services and Competitions Coordinator the timings and process to inform the membership and wider public.**

## **16. Board Regional Liaison Updates**

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

- Advising that some board members have received communications from groups that are looking to get back on the fields in the short term, even with the suspension in place. The importance was stressed, that we all need to be responsible and follow the information from the health office and any of our Return to Play Plans as they are approved by the health office.
- Nations Cup has been canceled for 2020.
- Advising of the want to bring information forward to the members regarding any bylaw amendments under the private/academy inclusion item.
- Currently, COYSA has canceled the 2020 season of house soccer.
- Ongoing discussion with South Fraser SA regarding Pacific United Soccer Club.
- Upper Island Soccer Association has postponed their AGM and is reviewing conducting it online.

**MOTION: To go into camera. 45/2020**

**CARRIED**

**MOTION: To come out of camera. 46/2020**

**CARRIED**

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

The Board discussed the request regarding the Tom Kelly Scholarship that was circulated prior to the meeting.

**MOTION: To approve the Tom Kelly Scholarship to be valued at \$2000 beginning in 2020 until the funds are exhausted. 47/2020**

**CARRIED**

**ACTION #7: Executive Director (or designate) to action accordingly.**

A question was posed regarding engaging the donations as it relates to the increase in scholarship dollar value. It was stated that this work is occurring now.

A question was posed regarding district participation in inter-district league activity.

**MOTION: To go into camera. 48/2020**

**CARRIED**

**MOTION: To come out of camera. 49/2020**

**CARRIED**

**18. Next Meetings (subject to change)**

- 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

**19. Adjournment**

- 12:07 am

