

MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday 20th July 2013, 930am – 330pm

BC Soccer Offices
250 – 3410 Lougheed Highway
Vancouver, BC V5M 2A4

1. Call to Order/Roll Call

Present: Roger Barnes, (Chair), Michael Bradley, Chris Appleby, Chris Costley, Don Dancey, Rob Lennox, Don Moslin, Kjeld Brodsgaard, Rob Brown, John Reed, Cindy Crapper, Shannon Pederson, Aiman El-Ramly, Paul Mullen (Executive Director)

Regrets: Ed Kennedy

2. Consent Agenda

- Adoption of Agenda
- Approval of 14th and 15th June Board meeting minutes (*drafts attached*)

3. Business Arising from Minutes

- None

4. Financial and Organization Management (*attached*)

- The VP Finance shared details of a financial report with members.

MOTION: To transfer \$175k from the BC Soccer operating account to the Association's Contingency Reserve Fund account. (CA/DD) 62/2013

CARRIED:

- The VP Finance shared details of the committee's priorities for 2013-14.

ACTION#1 Staff and Events Committee to look within its current 2014-15 budgetary limitations to see if BC Soccer can cover awards winners expenses for attending the presentation event.

MOTION: To go into camera (RL/DM)

CARRIED: 63/2013

MOTION: To come out of camera (CA/KB)

CARRIED: 64/2013

5. Executive Director Report/ President's Comments

- HR/Staff - The ED provided a verbal update on a number of matters including Peter Lonergan's first month with the Association and the appointment of a new Member Service Coordinator to replace Rebecca Stevens.
- CSA AGM 2014 – The ED confirmed to the members that the formal agreement had been received by BC Soccer and the AGM will be 1-5 May 2014. The ED would be working with the CSA to deliver elements of the hosting agreement including hotel options, transportation, hospitality etc.
- Ed Kennedy - The Board agreed by consent to extend the leave of absence for Ed Kennedy.
- Criminal Record Checks (CRC's) – Members were reminded that the same policy for completing CRC's will be applicable this year and that all Board members, staff, community committee members, course facilitators, working party members etc. will have to complete a CRC for 2013-14. Staff will be sending an email to Board members with details of how to complete one and once community members of committee's were confirmed, they will also be contacted with details of how to complete one. The President reminded members of the importance of parties completing one and the penalties if they do not.

ACTION#2 ED to coordinate implementation of CRC checks with agreed parties.

ACTION#3 ED to coordinate for Peter Lonergan to produce a document for Board members on setting up Facebook and twitter accounts, how to manage, access, as well as good practice for using these social media communication tools.

6. Support of Members

- Strategic and Operational Plan Update (*supporting document provided*)

The ED provided a verbal status report as of July 2013 on the operational plan for the overall strategic plan. Very positive feedback on the status, progress, formatting was received by the Board. etc.

ACTION#4 Committee chairs to review with relevant staff and staff liaisons as to their respective sections and objectives. Any suggested amendments/changes to objectives, timings, quantifiable outcomes etc. to be proposed and brought back to next Board meeting (Sep 14).

7. AGM and awards/scholarship 2013 review

- Very positive feedback on the weekend events was provided by the Board. etc. Specific reference was made to the Life Members being presented at AGM, the significant improvement on the delivery of the Awards and Scholarship event at the Whitecaps game and the facilitation of presentations and meetings. Concerns about the length of time it took to complete voting as well as encouraging more attendees to the Friday evening activities were highlighted.

ACTION#5 ED to coordinate with relevant staff and Events Committee action to look at options for the format of and hosting options for next year's event and associated costs by next Board meeting.

ACTION#6 ED to coordinate with relevant staff to look into alternative voting protocols via other provinces.

8. Referee Committee

- A brief verbal update was provided by the Chair including the success of the assessors and referees symposium at the recent Provincial A Cup in Langley, assistance from all of the staff involved in all Provincial Cup activity and that two of the Committees significant priorities are establishing the grassroots development programme and logistics for BC Soccer managing the recruitment and implementation of small sided game officials.

9. Soccer Development

- Grassroots – a brief verbal update was provided by the Chair including the excellent work that Andrew Haines and grassroots facilitators had undertaken at the Provincial Championships.
- High Performance - a brief verbal update was provided by the temporary Chair on the BC SPL including the progress on establishing the new Fraser Valley FC and, planned evaluations of the existing franchise's following two years of league operation.

10. Governance and Risk Management

- A brief verbal update was provided by the Chair including a proposed CSA Harassment symposium, planned review of Governance policies, submissions of completed inter-district sanctioning forms, updating of Committee terms of Reference and associate member renewals.
- The following members were presented to the Board for their approval.

Full Membership

Barriere Youth Soccer Association (please find a scan of their application attached for your reference)

Associate Memberships

ADULT LEAGUES

Richmond Regional Soccer League

Kamloops Women's Soccer League

Prince George Women's Soccer

MULTI-SPORT ORGANIZATIONS

BC School Sports/BC Secondary Schools Soccer Commission

SHORT TERM EVENTS

Beach Soccer Blast

Julyfest Soccer

FOR PROFIT ORGANIZATION

Victoria Highlanders FC

OTHER [per RULE 5 – PLAYER REGISTRATION (kk)]

Victoria Highlanders FC

MOTION: To approve the members for approval (MB/RL)

CARRIED: 65/2013

MOTION: To approve all of the Committee Terms of reference as drafted including common amendments such as removing any reference to Clearvale, the referencing of delivering elements of the strategic plan relevant to the respective committee, the removal of reference to co-chairs of the Diversity Working Group and the splitting of the Soccer Development Committee into Grassroots and High Performance. Any additional minor housekeeping to be at the discretion of Chairs in coordination with Governance Committee Chair. (RB/SP)

CARRIED:

- Terms of reference for Adult Leagues, Whitecaps Community Partnership Committee and 2015 WWC Legacy Committee to be developed by respective Chairs and provided to Governance Committee and Board for their subsequent approval at a later date.

11. Competitions

- Youth - A brief verbal update was provided by the Chair including thanking staff, Working Committee Members. Board and the Local Organizing Committees for all of their collaborative work at the recent Provincial Cup Championships. Feedback from participants and attendees across all four had been very positive. The Chair made reference to how disappointed he was that only 4 Board members attended Provincial Premier Cup weekend. It was noted that the post championships survey will provide valuable feedback from participants that will be available to staff and the committee to review. The Chair also stated the priorities for the committee were a review of all provincial cup competitions, amendment to format of Premier Cup and, the updating of competitions rules and regulations prior to 1 September.
- Adult – the Chair provided a brief verbal update including the excellent feedback that had been received from the hosting of the Adult Provincial Cup in Victoria and changes to the finals format in 2014 which will see the male and female competitions be separated.

12. Judicial

- A brief verbal update was provided by the Chair including the commitment to establishing a province wide disciplinary tool, ensuring leagues and districts provide annual disciplinary data and a review of the disciplinary guidelines.

MOTION: To go into camera (RL/DM)

CARRIED: 66/2013

MOTION: To come out of camera (CA/KB)

CARRIED: 67/2013

13. Diversity Working Group (*presentation attached*)

- The Chair provided an update of the Groups work based on the presentation circulated.

14. Nominations

- The Chair provided a brief review of the process at the recent AGM.

15. Adult Leagues

- The Chair provided a brief update on proposed activity for the year ahead.

16. BC Soccer Committee Summary 2013-14 *(draft circulated)*

- The President thanked the Committee Chairs for their input into proposed membership of respective committees. A final 'draft' of all proposed members will be created and circulated with Chairs to finalize Community Members as part of that process.

MOTION: To approve the membership of the 2013-14 Committees subject to minor modification at the discretion of the respective Chair (RL/DD) **68/2013**

CARRIED:

17. New Business

- Britannia Micro Footy – Cindy Crapper referenced attending the 20 year anniversary event for Britannia Micro Footy.
- Business Cards for Board Members – it was agreed to update these accordingly.

ACTION#7: ED to coordinate the production of updated Business cards for all current and new Board members. Need to reflect being a BC Soccer Director and their respective position and if they are a Committee Chair as well.

18. Next Meetings

- 14 September, 26 October and 30 November 2013

19. Adjournment

ACTION SUMMARY:

#	Who?	What?	By when?	Completed
1	Staff and Events Committee	Consider within its current 2014-15 budgetary limitations to see if award winner's expenses can be paid for attending the presentation event.	14 Sep	9 Sep
2	ED/Staff	To coordinate implementation of CRC checks with agreed parties.	Commencing 1 August 2013	w/c 12 Aug
3	ED/Peter Lonergan	To produce a document for Board members on setting up Facebook and twitter accounts and supporting guide.	w/c 29 July	23 Aug
4	ED/Committee Chairs	To review the strategic and operational plan with relevant staff and staff liaisons and propose any necessary amendments/changes to objectives, timings, quantifiable outcomes etc.	14 Sep	9 Sep
5	ED/Events	To consider options for the format of and	14 Sep	9 Sep

	Committee	hosting options of Awards and Scholarship event.		
6	ED	To coordinate with relevant staff to look into alternative voting protocols via other provinces.	w/c 12 Aug	On-going
	ED	To coordinate the production of updated Business cards for all current and new Board members.	w/c 3 Sep	w/c 9 Sep

Approved by:

Name (please print)

Signature

Date

BC Soccer DOB Agenda
October 27th, 2012
Last Updated October 24th, 2012