



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday January 30, 2021 9:00 am

VIDEO/CONFERENCE CALL

1. Call to Order/Roll Call 9:04 am

Present: Gayle Statton (Chair), Carlos Grosso, Chris Appleby, Don Moslin, Deb Pudek, Ralph Luongo, Melissa Tancredi, Landon Ling, Leanna Napolitano, Don Dancey, Francisco Rubio, Peter Lonergan, John Charlton, John O'Flynn, and Jason Elligott (Executive Director).

Regrets: None

Note: these minutes reflect the order of the agenda, however, not necessarily the order that each topic was discussed at the meeting.

2. Consent Agenda

Approved including previous Board meeting minutes and committee meeting minutes.

MOTION: To approve the minutes of the December 12, 2020 Board meeting and committee meeting minutes (by consent) 1/2021*

CARRIED

3. Business Arising from Minutes

None

4. Email votes conducted in-between meetings

None

*these numbers document the motion number during the calendar year for ease of referencing.

5. President's Report/Update and Executive Director Report/Update

The President provided a verbal update which included:

- Reminding Board that Senior Staff are stretched right now while we recruit for the Director of Operations role and to be cognizant of that.
- Reminding Board that when working with members on initiatives and soccer matters that they need our support more than ever right now due to very uncertain times, financial concerns and return to soccer.
- Reminding all to review the board meeting materials prior to the meeting as the assumption is all will attend the meeting apprised of the materials content.
- Ongoing discussions with the Whitecaps on the partnership model.
- Be mindful of the meeting lengths for the meetings you lead to ensure they keep on point/discussion and we will ensure we do the same for Board meetings.
- Advising of the review of the performance and development management processes and practices in place with the staff. Specific comments were made around how strong this process is for staff and that the President is reviewing the need to improve discussion and evaluation among the Board and others on the ED evaluation.
- The Board Regional Liaison Program is still being reviewed with the target to bring forward to the March meeting.
- Advising that we met with Dr Fall from a local college who is exploring research related to transgender and league participation, policies, allowance, landscape, etc. and has requested BC Soccer support the research with headless data, etc. It was stated that we see this as an opportunity to demonstrate our support of inclusion and openness (in alignment with the strategic plan). This was discussed, and it was agreed that BC Soccer would support this research initiative.

The Executive Director presented a summary of the January 2021 Executive Director Report (circulated prior to meeting) comprised of a high-level overview across association activities, including:

- Human Resources:
 - o Director of Operations recruitment update
 - o Discipline Assistant (p/t role) recruitment update
 - o Member Services Administrators has resigned after her 12-month maturity leave.
 - o Mid-year reviews have been completed with staff in alignment with the annual performance review cycles.
- Return to Play:
 - o Status quo with adult soccer suspended and youth activity moved back to Phase 1 distance training with the added restriction of limiting team travel within each municipality/city.
 - o Ongoing and regular discusses continue to occur with ViaSport who are presenting options to get back to play to the BC Health Authority. It was discussed and agreed that the Executive Director continues to take ViaSport's updates and guidelines, apply them to soccer by updating BC Soccer's guidelines and communications to the members/clubs to state what is allowed.

- The recommended Female Coaching Framework. Per 5.4 of the 2024 Strategic Plan was circulated prior to the meeting and discussed.

MOTION: **To approve the Female Coaching Framework as presented and circulated prior to the meeting.** **2/2021**

CARRIED

ACTION #1: **Executive Director (or designate) to develop operational programs and tactics to commence implementation of the framework.**

- Legal and Investigative Updates (outside of judicial)

MOTION: **To go into camera.** **3/2021**

CARRIED

MOTION: **To come out of camera.** **4/2021**

CARRIED

- Based on the board motion at the December board meeting appropriate communication was provided to PGMLFC suspending participation from the BC SPL until July 1, 2021. The teams were reassigned to LUYSA with 6 out of the 10 teams being filled. Average roster size of 14 so in total 84 players moved across from FVP to LUYSA. The primary reason why not all the teams were filled is because during the suspension players already moved to other BC SPL teams or lower levels of play at their own choosing.

6. 2024 Strategic Plan Update

The President and Executive Director provided a progress update on the 2024 Strategic Plan. It was stated that we are working to provide formal progress update reports against the plan quarterly and will bring forward any key updates as needed at meetings and via e-mail.

The Executive Director briefly spoke to (and provided a high-level walk through of) the new software that staff are currently learning to use to help track and update against both the strategic plan and operational plans. It was stressed that we are still in a learning phase of the software. The “Short Term - To be complete by December 31, 2022” Strategic Plan progress report (circulated prior to the meeting) was also discussed. It was stated that, in alignment with the plan, the initial focus will be on the short-term (December 2022) objectives, and as we progress this will shift to the longer-term objectives (December 2024), with the one further out being the final focus.

The President stressed the importance that the Board members continue to be up to date on where the strategic plan progress is at and speak openly about progress, vision, mission and values with our

membership and any others. The role of the board spoke to, being to support the staff to deliver against the plan by approving, supporting, making decisions on changes, financials, objective changes, etc. with the Executive Director being accountable for the plan and staff responsible to deliver against it.

The President advised that the ED and President will review the dates in the strategic plan and make recommendations to the Board on the adjusted timelines based on the impacts of the pandemic and restrictions on soccer activity.

7. 2020-21 Committees

The President spoke updated Terms of Reference for the Standing and Board Chaired Operational Committee.

MOTION: To approve the Terms of Reference (with all committees requiring the Vic Chair be a board of director) as presented and circulated prior to the meeting. **5/2021**

CARRIED

ACTION #2: Executive Director (or designate) to post publicly on the website and provide the committee staff liaisons to provide to the respective committee members.

8. Rules and Regulations Dispensation Requests

The Executive Director spoke to the dispensation request received from BYSA seeking dispensation to the transfer deadline for the 2020-2021 season that was circulate to the Board of Directors on January 26, 2021. It was stated that the relevant Rule and Regulation BYSA is seeking dispensation to is Rule 7 – Transfer of Players.

MOTION: To approve BYSA's dispensation request as presented. **6/2021**

CARRIED

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

Standing Committee Updates and Discussion Items

9. Finance & Audit Committee

The VP Finance spoke to the November and more specifically the December 2020 summary and detailed financial statements, committee chair/staff liaison report and December 31, 2020 updated registration 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.

Considering the current situation with restrictions, potential partial refunds were discussed, and it was stated that this would be reviewed as the seasons progress when more is known and similar to how the \$3 rebate was provided to members previously.

A specific Adult Associate League Member was discussed as they have not paid registration fees from the 2019 season. Staff have continually been trying to communicate with the League to complete their uploaded data and to pay their outstanding registration fees and interest. This was discussed at the most recent Finance Committee Meeting and the committee requests the Board inform the league, through the Membership Committee, that their membership will not be renewed until their debts to BC Soccer are paid.

MOTION: For the Membership Committee (care of the staff) to inform the Associate Member League that they will not be able to renew their Associate Membership with BC Soccer until all outstanding debts are paid to the association. 7/2021

CARRIED

ACTION #4: Executive Director (or designate) to draft communicate, provide to the Membership Committee Chair for review prior to sending to the Associate Member League.

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. It was noted that the motions from the recent AGM will support the discussions with the Gaming Branch on the work done to date to push the facility development initiative forward. It was stated that at the March 2021 Board Meeting, the board will be asked to consider a motion to re-restrict the fund for this project.

10. 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 First Touch Football Canada Inc. (Short term event)

A reminder was provided 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.

- Advising that the following Associate Membership Applications had been reviewed and approved by the committee for the board's consideration:
 - o None

11. 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 Cascadia Spring League Youth Inter-District League Renewal and Application and approved pending minor amendments to the league's rules and regulations.

MOTION: To approve the Cascadia Spring League Youth Soccer League's Inter-District League application subject to amendments made in league rules. 8/2021

CARRIED

ACTION #5: Executive Director (or designate) to ensure appropriate correspondence is sent to this organization, while taking into consideration the limitations on soccer activity.

The chair verbally updated the board on the work being to meet with specific members regarding the bylaw changes coming out of the AGM as it relates to for profit inclusion. It was noted that these discussions support the strategic plan as it relates to potentially moving to a regional delivery model.

12. Nominations Committee

The President will be meeting with the past Nominations Committee Chair in the next couple weeks and will look to have an update for this committee at the next board meeting.

13. Risk Management Committee

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

- Update on Criminal Record Checks: advising that communication and instructions (via e-mail or letter), have been sent out to individuals who have recently joined the organization, and to any individual whose Vulnerable Sector Check/Enhanced Police Information Check is to expire. It was reaffirmed that only those directors, volunteers or employees who have met the Criminal Record Check, Vulnerable Sector Check or Enhanced Police Information Check requirements may participate in their role/activity as determined by BC Soccer.
- Risk Registry: The Risk Registry was reviewed at the most recent committee meeting and it was agreed that identifying "High" risks and determining the handling process was important. It was also agreed that developing an evaluation plan and pathway for identifying risks and building in processes and recommendations, including but not limited to, how risks are received, and how often they are reviewed needed attention.
- Emergency Planning: The Committee discussed in the first instance, producing basic guidelines and emergency planning documents for tournaments.

Independent

14. 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.

Board Chaired Operational Committee Updates and Discussion Items

15. Adult Competitions

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

- A Cup Trophies: with the 100th and 40th of the Men's A Cup and Women's A Cup respectively approaching in 2022, the Adult Competitions Committee requested that the BC Soccer Board of Director approve an allocation of funds for restoration of the cups. Staff are currently investigating the cost of restoring or replacing the cups (if restoration isn't possible).

The Chair verbally advised that the committee is not deciding now on the delivery (or cancelation) of the 2021 Adult Provincial Championships as they await updates and information on the BC Health Authority on restrictions.

League 1 BC was touched on and based on the current restrictions and reality for soccer, it was stated that we are working towards a full league launch in Spring 2022, which will allow a proper roll out of each club leading into the inaugural season. If restrictions lessen, the clubs (once they received the associate membership) will be able to have friendly or exhibition matches in 2021 but they would not be considered formal league play.

The board was advised that Canada Soccer has canceled the 2021 Adult Futsal Championships.

16. Diversity and Inclusion

The Committee Chair provided a brief verbal update advising of the recent committee's discussions, including:

- Barriers as a result of COVID-19.
- What we are doing to support soccer in this 'down' time.
- How we can leverage the upcoming international tournaments to keep people engaged around soccer.

The Executive Director advised that currently the Marketing and Communications Officer is exploring increasing soccer interest and participation as it relates to the upcoming Women's Olympics and EUROs and how we can support the BC Soccer members/clubs with a register type drive for the "Summer of Soccer" to help increase and promote registering for soccer.

17. Youth Competitions

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

- January Youth Forum: The Winter Youth Forum was held January 7th. Attendees were informed BC Soccer is looking to provide competitions in some capacity even if Provincial Championships are canceled and that BC Soccer is reviewing the format/benefits of the Provincial B Cup.
- 2021 Youth Provincial Cups: The Committee agreed that the Youth Provincial Cups cannot reasonably be held this year; however, BC Soccer should still look to hold Youth Competitions in some capacity if possible.

MOTION: **As a result of the ongoing impacts of the BC Health Authority restrictions on soccer, for the board of directors to make a decision on canceling all the 2021 Youth Provincial Cup Competitions (except for the Premier Championships) by February 8, 2021.**

9/2021

CARRIED

ACTION #6: **Executive Director (or designate) to follow up with the president and VP Youth to facilitate board decision and discuss with the VP Youth and the Member Services and Competitions Officer the timings and process to inform the membership and wider public once the decision is made.**

The board was advised that Canada Soccer is progressing with the National Showcase which will be for the BC SPL level of play and equivalent across the country. The target for this is 2022. Therefore, 2021 would be the last year the BC SPL teams would participate in the National Championships (if they go ahead) and moving into 2022, the next level of play down (currently A Cup) would be the representative from BC for Nationals.

18. Board Regional Liaison Updates

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

- The President reminding all to reach out to the members in your areas to introduce yourself as the Board Liaison.
- Fraser Valley
 - o A club has hired a health and safety officer to support this important area.
 - o Concerns around a club relating to the Charter / Club Licensing Program. It was noted that the recent memo to the members and clubs addressed this.
 - o Requested more guidance on Return to Play. It was stated that more specific as needed to look at this request.
- North Shore
 - o Great work being done to highlight coaches and collaboration across the region.

19. New Business / Any Other Business

None

20. Next Meetings (subject to change)

- March 6, 2021
- April 10, 2021
- May 22, 2021
- June 26, 2021
- September 11, 2021
- October 2, 2021
- November 5, 2021 (evening pre-AGM)
- November 6, 2021 – AGM

21. Adjournment

- 11:10 am

