



MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Saturday March 6, 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, Leanna Napolitano, Don Dancey, Francisco Rubio, Peter Lonergan, John Charlton, John O'Flynn, and Jason Elligott (Executive Director).

Regrets: Landon Ling

Guests: Staff Member, Stephen Wurz, Director of Finance (departed 11 am) and Port Coquitlam Councilor, Stave Darling (11am – 11:10am)

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 January 30, 2021 Board meeting and committee meeting minutes (by consent) 10/2021*

CARRIED

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

3. Business Arising from Minutes

None

4. Email votes conducted in-between meetings

The below motion formally documents the e-mail vote facilitated on February 5, 2021.

MOTION: As a result of the ongoing impacts of the BC Health Authority restrictions on soccer, and the most recent extension of these restriction announced on February 5, 2021, the board of directors is canceling all the 2021 Youth Provincial Cup Competitions (except for the Premier Championships). **11/2021**

CARRIED

ACTION #1: Executive Director (or designate) to ensure the membership and wider soccer community is informed.

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

The President provided a verbal update which included:

- Advising that with all the various member outreach right now the Board Liaison would carry on in its current form and member engagement is the expectation.
- Advising of the work being done on the Governance Policy Framework as per the Strategic Plan.
- Advising that work is being planned for a Member Value Proposition document and outreach.
- Noting the positive work being done by staff, with specific mention of the Cones and Pinnies Podcast and the Club Licensing outreach.
- Advising that the Canada Soccer Annual Meeting of the Members is scheduled for May 1, 2021 and will be virtual. Also spoke to recent meeting/discussion with specific Canada Soccer Board Members.
- Advising of the want to have better linkage between BC Soccer's Strategic Plan and the lofty goals and objectives with those of Canada Soccer.

The Executive Director presented a summary of the March 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
- 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 discussions continue to occur with ViaSport who are presenting options to get back to play to the BC Health Authority. It was stated that the Executive Director and President were scheduled to meet with ViaSport on March 8.
- The recommendation relating to BC Soccer 2021 Awards Program and future considerations, that were circulated prior to the meeting, was discussed.

MOTION: To approve the 2021 Awards Program recommendation as presented and circulated prior to the meeting and work towards the future improvements as suggested. **12/2021**

CARRIED

ACTION #2: Executive Director (or designate) to work with staff to implement the 2021 Awards Program as approved.

- To support the work being doing to deliver against Strategic Objective 4.4, “Complete the establishment of League 1 BC (the Regional Tier 3) adult amateur soccer league.” membership status was discussed and it was stated that all organizations would apply for Associate Membership status in the ‘other’ category.
- This membership will be solely for the participation of a female and male team, a mandatory requirement, in League 1 BC.
- To address sanctioning, being that the league is not a full or associate member adult league, the level of play is targeted as a higher level. It is therefore, as an objective of the BC Soccer Strategic Plan, BC Soccer Rule 22, the board discussed (per Rule 22) designating League 1 BC as the “Adult High Performance League in BC”.

The Board was clear that participation in League 1 BC would be based on organizations meeting the requirements as laid out by BC Soccer.

MOTION: Per BC Soccer Rule 22 and to support the Strategic Objective 4.4, to designate League 1 BC as the adult high performance league in BC. 13/2021

CARRIED

ACTION #3: Executive Director (or designate) to work towards the League 1 BC launch as planned and to ensure all parties involved are working in alignment with the overall vision for the league.

- Due to the pandemic, delayed return to play based on the health restrictions, and staff turnover (recruitment process focus), the President and Executive Director addressed the following specific items in the 2024 Strategic Plan and suggested extending dates as outlined with the understanding that flexibility may still be required in the future.
 - o Final Respectful Workplace Policy rolled out to members by February 1, 2021. Adjusted to June 2021.
 - o First draft of Diversity and Inclusion plan to support the Policy by April 1, 2021. Adjusted to February 1, 2022.
 - o Completion of a CBA (cost/benefit analysis) for potential outsourced recommendations by June 1, 2021. Adjusted to December 2021.
 - o League 1 BC established, with 6 female and 6 male teams, by March 31, 2021. Adjusted to Spring 2022.

MOTION: To adjust the timelines as presented for the specific items within the 2024 Strategic Plan due to the pandemic, delayed return to play based on the health restrictions, and staff turnover (recruitment process focus). 14/2021

- There was discussion regarding the need to bring forward formal motions to the board when timelines adjustments within the Strategic Plan were needed. Various opinions were expressed, with the general agreement to be that with the quarterly Strategic Plan Update, any variances would be reported and supported with explanations.

CARRIED

ACTION #4: Executive Director (or designate) to update 2024 Strategic Plan accordingly and communicate internally with the staff as needed.

- Legal and Investigative Updates (outside of judicial)

MOTION: To go into camera. 15/2021

CARRIED

MOTION: To come out of camera. 16/2021

CARRIED

- Advising that the first draft of the Female Technical Lead, in alignment to the Board Approved Female Coaching Framework, has been completed.

6. Director of Finance update and presentation

The Director of Finance provided an in-depth presentation on the finance and Human Resources processes within the association.

7. Rules and Regulations Dispensation Requests

None

Standing Committee Updates and Discussion Items

8. Finance & Audit Committee

The VP Finance spoke to the January 2021 summary and detailed financial statements, committee chair/staff liaison report and February 2021 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.

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.

MOTION: To internally re-restrict \$1,000,000 in net assets for the purposes of facility / field development effective March 31, 2021. 17/2021

CARRIED

ACTION#5: Executive Director and Director of Finance to coordinate the re-restriction of the \$1,000,000 in net assets for the purposes of facility / field development effective March 31, 2021.

Port Coquitlam Councilor, Stave Darling joined the meeting for 10 minutes and provided an update for the facility project.

MOTION: To go into camera. 18/2021

CARRIED

MOTION: To come out of camera. 19/2021

CARRIED

9. 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 None

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 Hope and Health for Life Society (Non-Profit Organization)

MOTION: To approve the Hope and Health for Life Society as Associate Members in the specified category. 20/2021

CARRIED

ACTION #6: 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.

- It was also noted that the Membership Committee and Governance Committee reviewed the Youth District Club Membership Application Template (and supporting documents) and provided feedback. The documents were sent out to the Youth Districts before March 1, 2021, per the timelines previously communicated.

10. 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 BCSPL Rules and Regulations and approved.

MOTION: To approve the updated BCSPL Handbook (Rules & Regulations) as presented and circulated prior to the meeting. 21/2021

- There were comments made regarding a couple housekeeping items that would be adjusted in the document.

CARRIED

ACTION #7: Executive Director (or designate) to ensure appropriate correspondence is shared with those needing to know, while taking into consideration the limitations on soccer activity.

- The chair also verbally updated on the numerous and positive discussions that are occurring with the members in the outlying areas (North, Thompson/Central Okanagan, North East and Kootenays/Cariboo) specifically regarding the for-profit inclusion discussions resulting out of the amendments to BC Soccer bylaws at the November 2020 AGM.

11. Nominations Committee

The President advised that the Nominations Committee Chair for this year will be immediate past President Kjeld Brodsgaard. It was stated that there is work ongoing to further improve the attraction, advocacy and recruitment of potential new board members, a board skill-metrics is being developed, and the expectation that the current board members and current membership would be more active in identifying good people to potentially join the board.

12. 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: BC Soccer staff has begun surveying methodologies to produce a risk management plan, including pathway for risk identification, assessment, and inclusion in BC Soccer's 'Risk Registry'. Preliminary research has been conducted, and an early draft has been developed. Review of findings and opportunities to be explored with the new Director of Operations once the position has been filled.

Independent

13. 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.

The President spoke to the bi-monthly meeting that was just completed with the Judicial Chair, President and Executive Director. It was specifically stated that this meeting is designed to not speak about specific cases or decision as that is outside of board (and staff) role. The meeting is planned to discuss Judicial process improvements and staff support. It was stated that the Judicial Chair would provide a report annually, in October.

Board Chaired Operational Committee Updates and Discussion Items

14. Adult Competitions

The Committee Chair provided a verbal update, which included:

- Advising that at the most recent committee meeting, various rule amendments were being discussed.
- Advising that return to play is wanted by the adult members.
- Refunds are a topic of conversation with the members as a result of the current (and ongoing_ PHO restrictions.

- Advising that the League 1 BC presentation was made at the last Adult Forum and the feedback to date has been positive.
- Advising that the adult members do want some form of provincial or other event if possible.

At this time the Canada Soccer National Championships was discussed, and it was stated that Canada Soccer is still currently planning for Nationals, Regionals and Western to occur at their usual time. It was restated that the Adult Futsal National competition has been canceled.

15. Diversity and Inclusion

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

- Noting a request for added training in this area.
- Advising that the committee will be discussing what work it can do in the short term to support the association with the D&I plan to support the, 2024 Strategic Plan, Objective 1.2 'first draft of a Diversity and Inclusion Plan to support the Policy' noting that the Director of Operations will take more of a formal role in this area once in place.

16. Youth Competitions

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

- Youth Provincial Championship Rules & Regulations: The Committee agreed to minor changes to the Youth Competitions Rules & Regulations. Staff is drafting the changes and will facilitate an email vote when the document has been updated.
- 2021 Alternative Competitions: The Committee agreed that restrictions will need to loosen before any decisions regarding regional competitions can be made; however, the Committee did express concerns that BC Soccer is looking to use money to hold competitions when Districts and clubs are struggling financially.

17. Board Regional Liaison Updates

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

- The assignment of Board Liaison locations was discussed and specifically whether one should be the liaison in the region they live. There was pros and cons discussed around different options. It was agreed to keep them as is, however, the expectation was that regardless of the assigned area, you would have engagement with the members in your communities. It was further stated that, moving board members around that have experience would be beneficial, especially to support some members in areas that may need more assistance.
- Various updates were provided on the formal attendance at AGMs and member meetings and the informal conversations had covering all the areas of the province. Specific mention was made to the for-profit inclusion and how some members will need to address some historical issue around boundaries in order to be in compliance.

18. New Business / Any Other Business

Role of board member when attending a member AGM was raised and discussed. It was stated that this is a supportive role, rather than a governance and compliance role and to ensure the member is aware of this prior to attending. Also, to ask if there was something specific the member required to ensure the board member attending would be able to source what was needed leading into attending the meeting.

- The Governance Chair advised that he is putting together a document that will assist the Board with their roles and responsibilities at member AGMs and other member meetings.

Finding the political “friends of soccer” within the various municipalities and cities was highlighted as improved to help elevate soccer in our province. Specific reference to Strategic Item 3.5 was made as this fully aligns to that objective.

19. Next Meetings (subject to change)

- April 10, 2021
- May 15, 2021 (changed from May 22, 2021)
- June 26, 2021
- September 11, 2021
- October 2, 2021
- November 5, 2021 (evening pre-AGM)
- November 6, 2021 – AGM

20. Adjournment

- 12:25 pm

