



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday June 10, 2023, 8:30 am

DOUBLETREE BY HILTON, KAMLOOPS, BC

### 1. Call to Order/Roll Call 8:22 am

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

Guests: Chris Cerroni, Director of Soccer Development

Regrets: Andrea Benton, Tamara Van den Brink, and Fraser Sim

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 April 22, 2023 Board meeting and committee meeting minutes (by consent) 21/2023\***

**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 votes facilitated on May 19, 2023.

**MOTION:** To approve the Associate Member Application from the Creston Women's Soccer Association in the Assess to Soccer category with the Membership and Governance Committee amendments as circulated. **22/2023**

**CARRIED**

**ACTION#1:** Executive Director (or designate) to advise the organization of membership approval.

Although not a formal motion to ensure the decision is formally documented, the correspondence circulated to the Board of Directors by the Executive Director on May 10, 2023 which included a letter from North Vancouver FC with a request to move Metro team to BC SPL and the previous correspondence between the team, club representatives, and BC Soccer staff (including the decision) was discussed. The Board of Directors fully support the decision made to not allow the team entry due to the response outlined.

**ACTION#2:** Executive Director (or designate) to provide a response letter to North Vancouver FC on behalf of the Board of Directors.

The above action was completed, and the response letter provided prior to the meeting in the board package.

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

The President provided a verbal report providing updates on several areas including:

- Reporting on the outcomes of Canada Soccer's May 2023 Annual Meeting of the Members (AMM):
  - o There was the election of a new President and Vice President.
  - o 178 Bylaw amendments presented, discussed and voted on by the members. Two amendments of significance are that there is no longer the requirement for individuals seeking election for Canada Soccer's President or Vice President to have served on the board previously and the change for the President's Forum to the more inclusive Member Council. It was noted that Jason Elligott has been put forward by the Provincial EDs/CEOs to be one of the two ED/CEO representatives on the new Member Council. First meeting is June 14<sup>th</sup>.
  - o Advising that Canada Soccer has requested a SGM by November 30<sup>th</sup> with an outcome of more equitable voting allocations for membership
  - o Awaiting more information and plan on what Canada Soccer is wanting as far as an increase in player registration fee. Their original plan was for an increase to commence in January 2025; however, nothing has been presented to the members nor approved which would require a SGM or would occur at an AMM, therefore the timelines will be delayed. Once more information is known, it will be shared so BC Soccer can start to build a more thoughtful financial plan to bring forward to the BC Soccer membership which it was noted may include a fee increase for BC Soccer as well.

- A Future of Soccer in Canada was held, and it was reported that the summary of this very good discussion will be available from Canada Soccer soon.
- Advising of a meeting with the newly elected Canada Soccer President where there was discussion around more support for the women's game, needed improvements/alignment within the national strategic plan, and what is occurring in the lead up to the Men's World Cup, 2026.
- Commenting on the positive outcomes of the recent BC Soccer Special General Meeting where all the bylaw amendments to improve and enhance the Board composition and structure were approved by the members.
- Noting that the adult league members seem to be disengaged and there is a desire from BC Soccer's board to rebuild relationships with the adult leagues.
- Advising that the President and Vice Presidents of BC Soccer, initially met and then met again with the Executive Director, to discuss larger future items for BC Soccer which covered:
  - Future financial strategy in light of the forthcoming 'ask' from Canada Soccer for a player fee increase.
  - Next Strategic Plan and the development of it.
  - Regionalization model for the association and what that should and could look like.
  - Adult Membership structure.
  - Staff model.
  - 2026 FIFA Men's World Cup.
- The annual performance evaluation for the Executive Director would be occurring soon with the President and the First Vice President. It was asked for board members to provide any and all feedback on performance and competencies to the President.
- Noting the excitement about the Youth Provincial Championships occurring over the next month or so and engage those that are not attending in a formal capacity to get out as much as possible to support the events.

The Executive Director presented a summary of the June 2023 Executive Director Report (circulated prior to meeting) comprised of a high-level overview across association activities, including:

- High Level Strategic Plan Update (a full update report was circulated prior to the meeting):
  - Operational Efficiency Review Project Status Update (Strategic Plan link – 3.1, 3.2, & 3.3)
    - Committee related recommendations implemented.
    - The board approved "BC Soccer Board of Director Composition Review and Action Plan" with the proposed bylaw amendments to support were considered by the members at the May 31, 2023, SGM and all were approved. Therefore, over the next three years, the roll out plan will be implemented.
    - Working to establish working relationship with the Indigenous Long-Term Participant Development Pathway, Aboriginal Coaching Modules, and other impactful programs. (Strategic Plan link – 1.2 & 1.3).
      - Two-day workshop planned with I-SPARC and Sport for Life in June to develop Action Plan to support ILTPD Implementation for soccer in BC.
  - Club Licensing (Strategic Plan link – 2.5)
    - Entering support period for clubs outside the lower mainland.
  - Exploring Regional Membership and/or Delivery Model (Strategic Plan link – 2.1 & 2.4)

- Facilitated workshop at the AGM to gather initial thoughts on current state.
- Facility Development (Strategic Plan link – 3.4)
  - It was reported that there have been positive discussion with Port Coquitlam staff and consultants. The Draft Contribution and License Agreements will be updated once plans are finalized and will be brought to the board for review and acceptance.
- Board & Staff ongoing education and training (Strategic Plan link – 1.1 & 3.1)
  - Topics covered: safe sport, diversity, and inclusion, etc.
  - Specific communication initially circulated on Dec 1, 2021, related to online training/education. Provided to new board member.
  - In accordance with the DEI Plan, the second part of the Intro to Inclusion training from Inclusion Incorporated occurred on June 24.
  - Planned in-person Governance Workshop on September 30, 2023, in the afternoon after the board meeting.
- Professional Soccer Alignment/Strategy (Strategic Plan link – 3.5)
  - Various meetings have occurred with Whitecaps FC to explore the best way to document a meaningful partnership.
- League 1 BC (Strategic Plan link 4.4)
  - The second season has kicked off.
  - It was reported that discussion have commenced and drafting of agreement for transfer of League 1 BC ownership and operations to Canada Soccer Business per the MOU with specific terms to ensure BC Soccer has appropriate oversight, that membership requirements are adhered to, and that current personnel are included in the transition.
- Information Technology (Strategic Plan link – 4.2)
  - Soccer Registry: up and running with members using for player reporting.
- Technical Development Related (Strategic Plan link – 5.6)
  - The Technical Service Plan was announced on April 4, 2023.
- Policy Review.....and Rules & Regulations (Strategic Plan link – 3.2)
  - The annual review in line with Policy Framework is the June 2023 Board Meeting and will be covered by the Membership and Governance Committee update.
- Member and Public Survey (Strategic Plan link – 2.4)
  - The Annual Membership Survey and Public Survey is scheduled for release soon.
  - As part of this, we are using this to gather insight into previous benchmarks in service and response times, along with input and feedback for the next Strategic Plan.

- Legal and Investigative Updates (outside of judicial)

**MOTION: To go into camera. 23/2023**

**CARRIED**

**MOTION: To come out of camera. 24/2023**

## CARRIED

- Compliance, it was reported that:
  - o The annual contribution agreement from the BC Government and facilitated through ViaSport has been received at the same contribution amount as previous years.
  - o The Gaming Application has been submitted for next fiscal year.
  
- Human Resources:
  - o Confirmed new employees: N/A
  - o Employees departing:
    - Peter Schaad, Marketing and Communications Senior Coordinator
  - o Secured the following new contractors: N/A
  - o Contractor term ending and renewed (or not): N/A
  - o Current positions reviewing candidates:
    - Executive and Strategic Project Assistant
    - Digital & Communications Coordinator
    - Competitions Coordinator
    - Player Development Coordinator (Technical Services, Skill Centre, & Female Initiatives) – planned for but not posted yet.
  - o Onboarding of new BC Soccer personnel is currently ongoing.

The Executive Director provided more commentary around the plan going forward with the current posted and planned positions. It was stated that it is not an increase in overall spend, but rather a reallocation of fund between programming and the salaries budget. The board was reminded that any contractors are budgeted for, and dollars spent from programming budgets, whereas employees are allocated from the salaries budget.

- Canada Soccer & Provincial Activity
  - The President, First Vice President, and the Vice Present Youth and ED attended Canada Soccer Annual Meeting of the Members in New Brunswick during the first week of May 2023.
  - Canada Soccer has committed to have an SGM in November 2023 solely for the purposes of addressing the voting structure.
  - Canada Soccer is planning for a new competition for those provinces that operate standard based youth leagues (BC, Alberta, Ontario and Quebec). Target is to be introduced in 2024 and will be held in August. More details are still to be finalized and communicated.
  
- Canadian Sport Governance Code
  - o It was reported that on May 11, 2023, Minister St-Onge announces new measures to improve accountability and foster a safe and sustainable culture change in sport.

- The announcement references the Canadian Sport Governance Code (that NSO must fully adopt by April 2025). Importantly, the Canadian Sport Governance Code applies to National Sports Organizations currently and not the Provincial level, however, it was stated that it is also important for BC Soccer to compare against the national standard where appropriate. Therefore, provided to the board and discussed at the meeting was an Executive Director’s informal assessment of BC Soccer against the code and it was stated that overall the association is over 90% complaint right now and the amendments that were approved by the members at the May 31, 2023, SGM helped to be more complaint.
  
- Membership Services
  - It was reported that:
    - Over the last few months, BC Soccer has been working with Alberta Soccer regarding clarity membership structure and roles/responsibilities for soccer clubs on the BC and Alberta border. This led to the [bulletin](#) on March 1, 2023.
    - Alberta Soccer was receiving push back from BC based clubs in the Northeast part of BC who had been members of the Northwest Peace district association of Alberta Soccer.
    - On May 18, 2023, representatives from the Alberta Soccer Association (ASA), BC Soccer Association, Northwest Peace Soccer Association, Northern Interior Youth Soccer Association (BC Soccer’s District), and For St. John Soccer Club met to discuss the membership and governance shift.
    - At the meeting (and with a subsequent follow up letter) both BC Soccer and Alberta Soccer clarified the process for membership changes to begin in September 2023, specifically:
      - The clubs that are geographically located in British Columbia that have been members of NWP are now required to become members for NIYSA and register players, coaches and referees in the province that they are located. This is a Canada Soccer requirement. The NIYSA will collect the associated BC Soccer registration fee, per BC Soccer’s publicly posted fee schedule (the Provincial Fee).
      - Per the ASA and BC Soccer MOU, cross border league participation is fully supported. The ASA and BC Soccer assure the BC clubs that this membership change is not designed to impact their club “Culture”, and clubs will continue to participate in NWP as they have done in the past. The competition component will not change, and ASA have confirmed that the BC clubs will be able to qualify for ASA provincial competition via the NWP District. Further, ASA will continue to provide support for coaching and referee training and education.
      - Based on the clubs being under the membership and governance structure of BC Soccer, the club licensing services will be provided by BC Soccer.



## 6. Director of Soccer Development Update

The Director of Soccer Development attended and provided an in-depth presentation on the soccer development department activity covering player, coach and referee development and plans for the future.

Expansion of the BCSPL was discussed and the plan to ensure clubs have strong programming at the ages and levels leading into the BCSPL age groups was stated as the main focus from the technical perspective. This will take the shape of the current Canada Soccer Skill Centre requirements and designation, but importantly will be BC Soccer staff conducting assessments against BC Soccer's Small Sided Development Policy to ensure alignment and compliance.

**MOTION:** To approve the planned approach for clubs wanting to participate in the BCSPL, in addition to obtaining Canada Soccer's National Youth Club License, the club must be operating a Skill Centre Program for a minimum of two years that supports the players at the ages and levels leading into the BCSPL before consideration for BCSPL participation is granted. 25/2023

**CARRIED**

**ACTION#3:** Executive Director (or designate) to document the BCSPL Expansion Plan, communicate it out to the members and affiliated clubs, and the Director of Soccer Development to ensure appropriate assessments are conducted to ensure clubs are operating against the BC Soccer Small Sided Development Policy.

## 7. BC Soccer Rules and Regulations Dispensation Requests

None

### Standing Committee Updates and Discussion Items

## 8. Finance & Audit Committee

The Committee Chair spoke to the committee chair/staff liaison report, finance dashboard which provides a Financial Statement Summary for the year to the end of April 2023, along with the registration dashboard which provides a player registration update (circulated prior to the meeting). Overall, it was noted that the association continues to be in a good financial position and player registration has been stronger than planned, which is positive.

The revised 2023-24 budget that commences August 1, 2023 was also discussed.



**MOTION: To approve the revised 2023-24 fiscal year budget as presented and to work with staff to circulate to membership for the 2023 AGM. 26/2023**

**CARRIED**

**ACTION #4: Executive Director (or designate) to advise appropriate staff and implement budget as of August 1, 2023.**

The Committee Vice Chair and Risk Management Officer spoke to the Risk Management Policy (no updates), updated Risk Management Procedures, and the updates Risk Registry. It was stated that the update procedures outline that the Risk Registry is available to be review at any time by Board Directors and will be formally reviewed by the Committee and Board four times per year, with the focus on the residual risk's categorized as "Major" or "Extreme". It was also noted that Reputational Risk will be a focus moving forward.

**MOTION: To approve the documented Risk Management process in place, to confirm the board will review the "Major" and "Extreme" Risks a minimum of four times per year and to confirm the full Risk Registry is available at any time for board of directors to review. 27/2023**

**CARRIED**

With the current situation on the facility project, the Executive Director reminded the board, of \$1,000,000 building/facility restriction, that was originally motioned at the March 30, 2016, board meeting and re-restricted at the March 6, 2021, board meeting. This restriction assists with the association's Gaming Application, and it was noted 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 2020 AGM support the discussions with the Gaming Branch on the work done to date to push the facility development initiative forward.

#### **Governance & Membership Committee**

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

- Advising that the following new Youth Inter-District Leagues applications have been received and require board approval:
  - o North Fraser and Burnaby interlock.

**MOTION: To approve the North Fraser and Burnaby interlock inter district league per the documentation circulated prior to and discussed at the meeting. 28/2023**

**CARRIED**

**ACTION #5: Executive Director (or designate) to inform the two youth district chairs about the inter district league approval.**

- Advising that the following Youth Inter-District Leagues have received their renewal:
  - o N/A
- Advising that the following associate membership renewal applications have been received and approved by the committee chair:
  - o Adult League Membership Renewals
    - North Shore Sportsman’s League
  - o Adult Performance Associate Membership Renewals
    - N/A
  - o Access to Soccer Associate Membership Renewals
    - N/A

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
- The updated and new Operational Policies as presented and circulated prior to the meeting, where discussed with various clarification provided.
- The proposed amendments to the BC Soccer Rules and Regulations as approved by the committee and presented and circulated prior to the meeting, were discussed by the board.

**MOTION: To approve the BC Soccer updated Rules and Regulations, subject to the changes discussed and not support for Rule 1.a and Rule 10. 29/2023**

**CARRIED**

**ACTION #6: Executive Director (or designate) to post on the website and circulate to the members and affiliated clubs per Rule 1.c. within fifteen (15) business days after approval and thus by June 30, 2023.**

**9. Nominations Committee**

No report was provided as the chair had not been confirmed yet.

**Independent**

**10. Judicial**

The independent ITP Sport Status 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. It was noted that the report has improved, which was appreciated.

The Clarke v KRYSA Report from ITP that was circulated prior to the meeting was discussed. The specific recommendations from ITP to BC Soccer were the focus of the discussion. The Executive Director verbally reported that on June 7, 2023 ITP advised that since the report there had been a productive conversation with KRYSA and it was stated that KRYSA acknowledged their understanding of the process, acknowledged where their mistakes were with the process, and have put the necessary apology on their website. As part of the verbal update, it was also reported that there is still tension between the complainant and the respondent, therefore this issue is still being tracked and managed by ITP.

The topic of KRYSA's late compliance with the sanctioning was discussed and it was stated that this is the first time of this occurring, therefore, no further action would be taken at this time based on the member obligations within the bylaws.

## **Other**

### **11. Board Regional Liaison Updates**

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

- Advising that the Burnaby Men's Soccer League is merging into the Fraser Valley Soccer League as of August 1, 2023.
- Various Directors had attended and planned to attend upcoming member annual general meetings.
- Advising that the Northern Interior Youth Soccer Association administrator is no longer in place.
- Specific comments were made about clubs within the Upper Island Districts, being:
  - o Campbell River spring registration numbers are up, which is positive.
  - o Comox is working on a new field development.
  - o Nanaimo recently held their annual mini world cup tournament.
  - o Higher participation in the C License Coaching course which is positive.
- The number of BC Soccer specific scholarships that are awarded annually was raised and expressed that we should do more than the current two that was planned for this year. There was a question about the reduction of three last year to two this year. There was discussion on the value of the overall program, and it was commented that a better appropriate program may be to have fewer scholarships awarded with a higher dollar amount to be able to provide more value to the recipients. It was stated that any changes in this area should be based on a staff recommendation and it was suggested that the Executive Director take it back to discuss amongst the appropriate staff within this area.

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

None.

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

- September 30, 2023 (in-person, Governance Workshop, and WFC match)
- October 5, 2023 (virtual)
- November 3, 2023 (in-person, AGM weekend)
- November 4, 2023 (AGM)

**14. Adjournment**

- 12:22 pm

