

MEETING MINUTES

BC SOCCER BOARD OF DIRECTORS MEETING

Thursday December 4, 2025, 5:30pm

Virtual

1. Call to Order/ Welcome and Introductions at 05:32 pm

Present: Debbie Pudek (Chair), Chris Appleby, Mark Eckerle, Fraser Sim, Colin Hardwick, John O’Flynn, Michelle Armstrong, Chris Parry, Sarah Hannigan, Darlene Dort and Gabriel Assis (CEO).

Tamara Van Den Brink **joined at 6:11 pm**

Regrets: None

Guest: Cheryl Humphrey and Farideh Zarei, Manager, Administration

Welcome and introduction were provided by the president and Darlene Dort was introduced to the Board as the newly appointed Director-at-Large.

2. Consent Agenda

- Adoption of Agenda
- Approval of November 9 2025 Board meeting minutes
- Approval of all committee meeting minutes

MOTION: To approve the consent agenda of the November 9 Board Meeting and committee meeting minutes
(by consent)

CARRIED

44/2025¹

3. Business Arising from Minutes

None

4. ViaSport Operational Enhancement Initiative - Cheryl Humphrey

The CEO introduced Cheryl Humphrey from Sport Law and noted that she is supporting BC Soccer through the Operational Enhancement Initiative. Cheryl outlined the ViaSport-led governance review process, noting that BC Soccer scored strongly with no major concerns other than formally documenting its Conflict of Interest policy. As one of the higher-performing organizations among 30+ reviewed, BC Soccer is not required to adopt any recommendations, and current funding is unaffected, though ViaSport may use this review to shape future standards. The review also included culture index results that showed some differences between Board and staff perspectives, offering an opportunity for internal reflection. Discussion touched on maximizing the FIFA World Cup spotlight, confirming best-practice governance models, and clarifying the definition of “members

¹ These numbers document the motion number during the calendar year for ease of referencing.

vs. registrants" for upcoming safe sport requirements.

5. Email Votes conducted in-between meetings

The following email vote was conducted and approved:

Motion: That Darlene Dort be appointed to the position of Director-at-large, effective November 26, 2025, to serve the remainder of the current term, concluding at the Annual General Meeting on November 7, 2026.

CARRIED

45/2025

No questions or concerns were raised.

6. President Report

a. Regional Liaison Program: President explained the Regional liaison program and Board members have been assigned to districts / leagues, and with 11 board members, some will cover multiple members. A standardized liaison introduction letter will be prepared for all directors, outlining the liaison role, encouraging members to reach out proactively, and providing consistent talking points.

b. Canada Soccer Letter: The President reported that she and the former Vice President sent a formal letter to Canada Soccer regarding the most recent General Meeting. **Canada Soccer's response** addressed only a few concerns, and the President has requested a clearer list of concrete action items. Other provinces raised similar concerns. BC Soccer is awaiting further updates and the formation of the Member Association committee where these issues are expected to be addressed.

c. 2026 Committee Composition: Information was provided in the Board package; no concerns were raised. Chairs assigned to Committees as follows:

- Chris Appleby Chair of the Finance, Risk and Audit Committee
- Mark Eckerle Chair of the HR Committee
- Tamara Van den Brink Chair of the Governance and Membership Committee

d. HR Committee Update

The HR Committee chair noted that CEO completed his self-assessment and that only one of his six goals is currently behind schedule. The committee will meet in January to review progress, support barrier removal, and discuss succession planning.

7. CEO Report

CEO gave an update on facility development projects.

Motion: To go on the camera at 6:45 pm

CARRIED

46/2025

Motion: To go off the camera at 6:50 pm

CARRIED

47/2025

- a. **2025 AGM Review:** The CEO reported strong overall satisfaction with the AGM weekend, with key improvements needed in candidate-meeting attendance, clarity of delegate materials, and some technical issues. Workshops were valued but should be more practical. Feedback will guide planning for the 2026 AGM.

Motion: To set the date for 2026 Annual General Meeting 2026 on November 7

CARRIED

48/2025

- b. **Operational Plan Update:** The CEO reported that the first-quarter update of the 2025-26 operational plan was completed in October, with progress tracked across the strategic pillars.

8. Standing Committees

a. **Finance, Audit and Risk:** Chair reported that the Committee met to review a fee appeal, begin updating its Terms of Reference, and review the October 2025 financial statements.

b. **Governance and Membership:** No update

c. **Nominations Committee:** No update

9. New Business

Vice President raised question on notes from the audited financial statements, requesting clarity on their status.

Motion: To go on the camera at 7:38

CARRIED

49/2025

Motion: To go on the camera at 7:58

CARRIED

50/2025

Next Planned Meeting

February 28, 2026 - Vancouver - In-Person

10. Adjournment at 8:03 pm



ACTION SUMMARY:

#	Lead	Action
44	CEO	Finalize and send the Liaison Introduction Letter
45	Chair of Finance, Audit, Risk Committee	Organize Finance Orientation session to all new directors to the Board
46	CEO	Send out the Board and Staff directory to the board

Approved by:

Name (please print)

Signature

Date

Name (please print)

Signature

Date

*Approved at the following BC Soccer Board Meeting, signed copy in BC Soccer office.