



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Thursday September 8, 2022, 4:00 pm

### VIDEO/CONFERENCE CALL

#### 1. Call to Order/Roll Call 4:00 pm

Present: Gayle Statton (Chair), Carlos Grosso, Chris Appleby, Don Dancey, Don Moslin, Ralph Luongo, Landon Ling, Peter Lonergan, Deb Pudek, Fraser Sim (joined at 4:55 pm), Francisco Rubio (joined 5:05 pm), John Charlton, John O'Flynn, and Jason Elligott (Executive Director).

Regrets: Tamara Van den Brink

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 June 25, 2022, Board meeting and committee meeting minutes (by consent) 36/2022\***

**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 motions formally document the e-mail votes facilitated on July 2, 2022, and July 15, 2022, respectively.

**MOTION:** Per BC Soccer Bylaw 4.3.b, the Board accepts that the Burnaby Men's Soccer Association debt is cleared and therefore, is declared to be a member in good standing. **37/2022**

**CARRIED**

**ACTION #1:** Executive Director (or designate) to inform member organization accordingly.

**MOTION:** To ensure the association does not risk being suspended by Canada Soccer, we (the BC Soccer Board of Directors) will direct all Active (Full) Voting Members to approve the bylaw amendments being presented at the September 12th, 2022, SGM. **38/2022**

**CARRIED**

**ACTION #2:** President and Executive Director to ensure intent of board approved motion is including in the September 12, 2022, SGM Notice bulletin.

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

The President provided a verbal update primarily focusing on the upcoming Canada Soccer President's Forum occurring in Toronto during the weekend of September 9-11. Some of the items being discussed are:

- the potential restructure to the President's Forum to form more of a Member Council with representation from all voting members of Canada Soccer including Players, Referees Association and Coaches.
- Presentation with Canada Soccer Business.
- Concerns that have been raised by Ontario Soccer regarding NYCL and coaching certification requirements.

The Canada Soccer directive related to BC Soccer Voting Structure and the outcomes of the September 12, 2022, Special General Meeting and potential next steps was discussed.

**MOTION:** To go into camera. **39/2022**

**CARRIED**

**MOTION:** To come out of camera. **40/2022**

**CARRIED**

**MOTION:** Per BC Soccer Bylaw 4.4, on September 13, 2022 to bring forward a complaint to judicial on behalf of the BC Soccer board of directors against any BC Soccer member whose voting delegate votes against the proposed bylaw amendments being presented at the September 12, 2022 Special General Meeting, if the voting is openly known and if the

**amendments are unsuccessful with the recommendation to suspend each member for a minimum of six months. 41/2022**

There was considerable discussion regarding the process and timings of the judicial process and what the impact could be. It was outlined that per bylaw 4.4, the process for the Board to Sanction or Expel a Member based on allegation of a serious and/or repeated violation, the Board shall refer to the Judicial Chair of BC Soccer. The Judicial Chair of BC Soccer shall investigate and/or assign an ethics and/or a discipline panel to review and investigate the allegation. Upon completion of the investigation, the Judicial Chair shall prepare a report that details the investigative process conducted, findings, conclusions and recommendation of potential sanction(s), expulsion or other of the Member. The Judicial Chair of BC Soccer shall present the report and recommendations to the Board. The Board shall have final authority in determining the sanction(s), or expulsion of a Member.

**CARRIED**

**ACTION #3: President to complete complaint and submit to BC Soccer judicial on September 13, 2022.**

The current situation that the Vancouver Youth Soccer Association is working through with its member club, Marpole SC, as it relates to Fusion FC and the five teams under review for participation in the BCCSL for the 2022-23 season start was discussed.

**MOTION: To go into camera. 42/2022**

**CARRIED**

**MOTION: To come out of camera. 43/2022**

**CARRIED**

The Executive Director presented a summary of the September 2022 Executive Director Report (circulated prior to meeting) comprised of a high-level overview across association activities, including:

- High Level Strategic Plan Update:
  - o Third Party Operational Efficiency Review Project Status update (Strategic Plan link – 3.1). Report finalized and recommendations have been reviewed and incorporated into responsible operational planning to have a stepwise appropriate applied. Committee terms planned to be extended to three-year commencing with the reforming of the 2022 Committees in November. Planned for an open call for committee member interest for all Standing Committees (excluding Finance), and all operational committees.
  - o Equity Voting Structure Expectations Update (Strategic Plan link – 2.1 & 2.4). Since BC Soccer's June 1st SGM and video update there has been much discussion in the soccer community regarding the voting structure of BC Soccer. As reaffirmed by Canada Soccer in a July 6, 2022, letter, the deadline for the completion of the required re-balancing of

representation within BC Soccer is the 2022 BC Soccer Annual General Meeting (AGM) in November. If the required Bylaw amendments have not been approved by the conclusion of that meeting, BC Soccer will be in breach of its obligations of membership set out in Section 2.01D I a) of the Canada Soccer By-laws, and as a result, Canada Soccer will take steps to immediately suspend BC Soccer as a Member Association of Canada Soccer, with all measures that suspension entails at the sole discretion of Canada Soccer. September 12 SGM set to revisit the proposed bylaw amendments.

- Facility Development (Strategic Plan link – 3.4). Met with the City of PoCo on August 24th to discuss the Contribution Agreement and Licensing Agreement.
- Board and Staff ongoing education and training (Strategic Plan link – 1.1 & 3.1), primary focus of current training is safe sport, diversity, and inclusion. In accordance with the DEI Plan, the second part of the Intro to Inclusion training from Inclusion Incorporated occurred on June 24.
- League 1 BC (Strategic Plan link 4.4). Successfully participated in the inaugural Women’s League 1 Canada Inter Provincial Championship and Canada Soccer has extended invitation to participation in 2023 in the Canadian Championships.
- Judicial (Strategic Plan link – 3.8). Have formally transitioned to <https://itpsport.ca/> to receive, review and triaging complaints, taking the independence even one step further with complaints not even coming to an @bcsoccer email address. As part of this, they are also supporting a robust review of the judicial code and policies for BC Soccer, which is still in process.
- Information Technology (Strategic Plan link – 4.2)
  - Website Development: Work is on track for this initiative to deliver new website very soon. Board and staff will not have e-mail son website, rather a contact form will be used which should help with phishing and the issues related to aliases.
  - CRM: Have agreed terms with <https://interpodia.com/> to bring a robust data management platform to replace the current malfunctioning in-house CRM. This system over time will also support member form management (i.e., travel sanctioning, transfers, tournament applications, etc.) along with improving communications to members, clubs, and (down the line if wanted) participants.
- Technical Development Related (Strategic Plan link – 5.6). Technical Service Plan will be introduced to the members and affiliated clubs soon. This program provides tangible curriculum and technical resources supported by delivery of workshops and educational sessions.
- Policy Review & Rules and Regulations (Strategic Plan link – 3.2). Much activity has occurred in this area with the approval of the Policy Framework. First updated policies provided to the board at the June meeting and were approved.
- Legal and Investigative Updates (outside of judicial)
  - None
- Compliance
  - It was reported that once again the Association receive the maximum of Gaming Funding for the current cycle, \$250,000.

- An update on BC Soccer Members Compliance to their Membership Obligations was provided advising that in accordance with BC Soccer Bylaws Part 3, Item 3.4, Membership is required to meet Obligations with BC Soccer in order to continue to exercise rights of membership. Following Action Bulletin AB\_2022-08 from March 4th, members still failing to meet obligations of membership were advised on June 29th of being at risk of failing to meet Obligations and provided with the required measures to meet such obligations by July 31st, 2022. Further compliance letters were provided to each member on August 19, 2022, stating where they specific were failing to comply with their member obligations.
- Human Resources:
  - o Confirmed new employees:
    - Reid Calder, Club Engagement Coordinator – start date September 14, 2022
  - o Employees departing:
    - Ryan McQuillan, Competitions Senior Coordinator – last day September 6, 2022
  - o Secured the following new contractors:
    - N/A
  - o Contractor term ending and renewed or not:
    - Chelsey Hannesson, Female Development Lead - renewed
  - o Current positions offered out and awaiting response:
    - N/A
  - o Onboarding of new BC Soccer personnel is currently ongoing.
  - o As a reminder, with the result of the Operational Effectiveness Review we have implemented or planned for implementation of the following:
    - Phase 1: Completed as of August 1, 2022
      - Member Services repositioned as Soccer Operations Department
      - Finance Department repositioned as Finance & Administration Department
      - Risk Management – from Member Services to Finance & Admin
      - Player Registration – from Member Services to Finance & Admin
      - Marketing & Communications – into to Soccer Operations
      - People Impact:
        - o “Officers” repositioned as Senior Coordinators
        - o Reposition Gabriel and Stephen’s titles
        - o Shift Farideh Zarei from Gabriel’s team to Stephen’s team
        - o Shift Peter into Gabriel’s team
    - Phase 2: Target completion October 31, 2022
      - BC SPL – from Soccer Development to Soccer Operations
      - New position proposed - Executive Assistant & Strategic Projects
      - People Impact:
        - o Shift Matt Holbrook (BC SPL GM) from Chris’s team to Gabriel’s team
    - Phase 3: Target completion: December 31, 2022
      - New position proposed and to be assessed along with other organizational needs - Player Development Manager role

- It was reported that the above has been communication to the members and wider soccer community in the August 17, 2022, Information Bulletin #38. It was also stated that the outcomes of the September 12<sup>th</sup> SGM are important as it related to resource management.
- The Canada Games Report as prepared by Chris Cerroni, Director of Soccer Development was circulated for information purposes prior to the meeting.
- The Competitions (Operational) Committee Report and August 18, 2022, Meeting Minutes were circulated prior to the meeting, along with the Committee approved updated Youth and Adult Provincial Championships Rules and Regulations. It was stated that the coaching certification requirements for both the youth and adult championships even though current stated as C Certified is currently under review from a logistics and need perspective, especially the Adult, Youth A, and B Cups.

## 6. BC Soccer Rules and Regulations Dispensation Requests

None

## Standing Committee Updates and Discussion Items

### 7. 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 date, 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 for which is positive.

The VP Finance further spoke to the committee approved draft 2023-24 proposed budget and fee schedule circulated prior to the meeting.

**MOTION:** To approve 2023-24 12-month fiscal year budget and fee schedule as presented and circulated prior to the meeting, and for VP Finance to work with staff to circulate to membership in accordance with the bylaws for the 2022 AGM. 44/2022

**CARRIED**

**ACTION#4:** Executive Director (or designate) to coordinate circulation 2023-24 12-month fiscal year budget and fee schedule to the membership in accordance with the bylaws for the 2022 AGM.

It was confirmed that the annual audit for the 2021-22 fiscal year will commence on September 6 and is expected to be completed in early October.

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 noted 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.

## **8. Governance & Membership Committee**

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

- Advising that the committee reviewed and approved the 2022 AGM Bylaw Amendments Package, circulated prior to the meeting. The package was discussed.

**MOTION: To approve the 2022 proposed bylaw amendments package as presented and circulated prior to the meeting. 45/2022**

**CARRIED**

**ACTION #5: Executive Director (or designate) to coordinate circulation of 2022 proposed amendments package to the membership per the timelines within BC Soccer's bylaws.**

- Advising that the committee reviewed and approved the updated BC Soccer Rules and Regulations circulated prior to the meeting. The package was discussed.

**MOTION: Per the bylaws, to approve the proposed BC Soccer Rules and Regulations amendments as presented and circulated prior to the meeting. 46/2022**

**CARRIED**

**ACTION #6: Executive Director (or designate) to circulate to the membership the updated BC Soccer Rules and Regulations within the next 15 days per the timelines within BC Soccer's bylaws.**

- Advising that the following Youth Inter-District Leagues have received their renewal by the membership committee chair:
  - o BC Coastal Soccer League
- Advising that the following associate membership renewal applications have been received and approved by the membership committee chair:
  - o Adult Leagues category – North Okanagan Women's Soccer League
  - o Adult Performance category – PACWEST, SFU, UNBC, and UBC Thunderbirds

A reminder was provided that the board previously delegated the authority to approve 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 N/A

## **9. Risk Management Committee**

The Committee Chair stated there was no activity to report on. The Risk Registry was discussed, and it was requested when the next review will occur and the Chair advised this all the activity occurring now, the plan was to delay slightly and reach out to the senior staff soon.

## **10. Nominations Committee**

A written report from the committee chair was circulated prior to the meeting and the President spoke to its details.

The President stated the following board members are up for elect at the 2022 AGM and all of whom have verbally confirmed their plan to seek re-election.

- John Charlton
- Don Dancey
- Landon Ling
- Ralph Luongo

## **Independent**

### **11. 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.

## **Other**

### **12. Board Regional Liaison Updates**

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

- Cariboo may have a new district chair.
- Norther Interior as continuing to work through a few challenges within the region to have all working more harmoniously.
- Central Okanagan YSA (COYSA) and Thompson Okanagan District Association has agreed to not merge, however are working better together, and Penticton is looking to join COYSA.
- Fraser Valley YSA and North Shore YSA expressing concerns over the voting bylaw amendments situation and what will occur for soccer should the situation not be resolved.
- North Shore YSA expressed concerns over lack of field and referee abuse.



- The situation with Vancouver YSA had already been discussed earlier in the meeting and it was noted that the start up to the Richmond season was reported as going well.
- Upper Island YSA had an increase in teams which is positive but has had a negative impact due to the lack of fields, but on a positive note, the new field development in Nanaimo is on track.

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

Considering all the activity occurring right now with the Voting Reform Bylaw amendments and not knowing the outcomes of the September 12, 2022, Special General Meeting, having an in-person board meeting in October (which is not unusual) was discussed. It was agreed to host one on October 15, 2022, with one board member stating they would not be able to attend.

### **14. Next Meetings (subject to change)**

- October TBA, 2022 (virtual) Date subject to change based on complete of annual audit
- October 15, 2022 (in-person and dependent on SGM)
- November 5, 2022 - AGM

### **15. Adjournment**

- 6:10 pm

