



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday June 26, 2021 9:00 am

### VIDEO/CONFERENCE CALL

#### 1. Call to Order/Roll Call 9:05 am

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

Regrets: Landon Ling

Guest: Chris Cerroni, Director of Soccer Development (departed at 9:50am)

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 May 15, 2021 Board meeting and committee meeting minutes (by consent) 40/2021\***

**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

None

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

The President provided a verbal update which included:

- Advising of two recent meetings with Canada Soccer, one regarding their Strategic Plan and the other specific with the Governance Chair regarding BC Soccer voting structure.
- Advising of the work done by the President and Executive Director on the Governance Framework and Policy Framework, and the Director of Operations. The documents have been provided to the Governance Chair for review and comment with the target to bring to the Board for consideration at the September 2021 board meeting.
- Stating a Board matrix has been developed and circulated to the board to complete. This will support the identification of gaps within board knowledge and skillset and support the Nominations Committee.
- Advising work is being done on the Board Meeting schedule and how they will be facilitated (in-person, virtual, and/or a combination of).
- Advising that work will commence on documenting a more formalized recognition program including awards, scholarship, board member/staff years of service, etc.
- Advising the current plan for a combination of in-person and virtual AGM in November.
- Advising of a positive meeting with the North Shore Girls Soccer Club and attendance at the Sport BC AGM.

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

- Human Resources:
  - o Contract Female Development Lead update
  - o Part time Discipline Assistant update
- Return to Play activity and status
- Canada Soccer National Youth Club License activity. Formal motion document under New Business.
- Operational Plan activity as it relates to year end and planning for new year (2021-22), along with links to Strategic Plan activity.
- League 1 BC update on next steps
- Two drafted RFPs were included to help with working towards objectives in the 2024 Strategic Plan.
  - o Assess the current BC Soccer membership, voting and soccer delivery structures and make recommendations on enhancements and improvements. The main focus is to improve the overall structure for the association, have more equitable voting that is more proportion or representative than current, reduce the amount of voluntary dependence at the local levels and improve the overall effectiveness of the soccer ecosystem in British Columbia from the provincial level down to the local/club level.
  - o Assess the current BC Soccer Board of Director and staffing model and make recommendations on efficiencies and a future Board of Director Governance model. The main focus is to assist the Board of Directors and the staff with understanding the difference between an Operational, Governance or Strategic model.

- Legal and Investigative Updates (outside of judicial)

**MOTION: To go into camera. 41/2021**

**CARRIED**

**MOTION: To come out of camera. 42/2021**

**CARRIED**

## **6. Director of Soccer Development Report/Update**

The Director of Soccer Development provided an in-depth presentation on the soccer development department activity covering player, coach and referee development with specific updates related to the 2024 Strategic objectives and deliverables tracking.

## **7. Rules and Regulations Dispensation Requests**

None

## **Standing Committee Updates and Discussion Items**

### **8. Finance & Audit Committee**

The VP Finance spoke to the April 2021 summary and detailed financial statements, committee chair/staff liaison report and both the June 2021 updated registration report and the Interior Registration comparison 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.

The projection to year end was further discussed and it was noted that a main item will be a refund to members based on the impacts of COVID-19 and the health office restrictions on soccer. It was restated that the adults have been impacted more than the youth which will be reflected in the percentage calculation that is being reviewed by the Finance Committee, however, it was also stated that soccer activity did occur thus there are hard costs associated that must be covered.

At the June 15, 2021 Finance Committee meeting the “2020-21 Fiscal Year Reallocation of Projected Underspend” recommendation document, as prepared by the Executive Director and Director of Finance, was discussed and supported. This document was circulated prior to the meeting for the board’s review and consideration.

**MOTION: To approve the “2020-21 Fiscal Year Reallocation of Projected Underspend” recommendation as presented and circulated prior to the meeting. 43/2021**

**CARRIED**

**ACTION #1: Executive Director (or designate) to actioning reallocation spends accordingly prior to the fiscal year end.**

At the June 15, 2021 Finance Committee meeting the “2021-22 Re-forecasted budget”, as prepared by the Executive Director and Director of Finance, was also discussed and supported. This budget was circulated prior to the meeting for the board’s review and consideration.

**MOTION: To approve the “2021-22 re forecasted budget” as presented and circulated prior to the meeting. 44/2021**

**CARRIED**

**ACTION #2: Executive Director (or designate) to actioning accordingly.**

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 recent AGM will support the discussions with the Gaming Branch on the work done to date to push the facility development initiative forward.

## **9. Governance Committee**

The Committee Chair and other Board Members that are members of the committee provided a verbal update 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.

It was specifically stated that the Thompson/Central Okanagan district member discussions are going well and in some other areas the discussions need some more support from BC Soccer.

A further written report will be provided to the Board.

The chair spoke to the “Role of Directors Attending Association Members AGM’s, SGM’s or Other Meetings” in reference to the document circulated prior to the meeting. Various aspects of Board Members attending member AGM’s was discussed. Once finalized, this process will be included in Board of Director onboarding activities.

## **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 GN Sporting Club (Non-Profit Organization)
  - o Kelowna Women's Soccer League (Adult League)

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 Westcastle International Academy (For-Profit Organization)

**MOTION: To approve Westcastle International Academy in the specified category. 45/2021**

**CARRIED**

**ACTION #3: 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.**

- Advising that:
  - o The Membership Committee has received New Club Membership Applications from the following Youth Districts:
    - Burnaby District Youth Soccer Association
    - Fraser Valley Youth Soccer Association
    - Northern Interior Youth Soccer Association
    - North Shore Youth Soccer Association
- Advising of the joint discussions that are occurring with the Governance Committee Chair and the various members regarding the merging of districts and new club member applications.

**MOTION: To go into camera. 46/2021**

**CARRIED**

**MOTION: To come out of camera. 47/2021**

**CARRIED**

### **11. Risk Management Committee**

The Committee Chair provided a verbal update, 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.

The topic of Risk Management Framework and Registry was discussed, and it was noted that this is and will be a focus moving forward and will be a part of the new Director of Operations role. The role of the board as it relates to risk was touched on and it was stated that this would be included in the framework documentation.

## **12. Nominations Committee**

The President advised that the Chair, Kjeld Brodsgaard is working to populate the committee members (which has been identified as a challenge) and that the staff liaison will be Gabriel Assis, Director of Operations. The Board matrix was noted which will support the work in this area.

The President noted that the Nominations Chair is currently recruiting for the November AGM and has discussed this with a few potential candidates.

## **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.

**MOTION: To go into camera. 48/2021**

**CARRIED**

**MOTION: To come out of camera. 49/2021**

**CARRIED**

## **Board Chaired Operational Committee Updates and Discussion Items**

### **14. Adult Competitions**

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

- Team Official Survey Executive Summary (circulated prior to the meeting)
  - o Staff drafted and circulated an executive summary of the results of a survey circulated to Adult Team Officials.
- Confirming the 2022 Provincial Cup Dates as follows:

- Finals – May 14th/15<sup>th</sup>
- Semi-Finals – May 6th to 8<sup>th</sup>
- Quarter Finals – April 29th to May 1<sup>st</sup>
- Round of 16 – April 22nd to 24<sup>th</sup>
- Bye Week (Easter) April 15th to 17<sup>th</sup>
- Round of 24 – April 8th to 10<sup>th</sup>
- Provincial Cup Draw – Between April 1st and 4<sup>th</sup>
- The Adult Competitions Committee voted to cancel the 2021 Adult Provincial Cup.

**MOTION:**        **As a result of the ongoing impacts of the BC Health Authority restrictions on soccer, the board of directors is canceling all the 2021 Adult Provincial Cup Competitions.**

**50/2021**

**CARRIED**

**ACTION #4:**    **Executive Director (or designate) to ensure the membership and wider soccer community is informed.**

- Defining what we mean by increased “competition professionalism” was discussed and it was suggested that we need to identify and track against improvements to competitions while noting the difference between logistics, technologies, etc.
- 

## **15. Diversity and Inclusion**

The Committee Chair provided a brief verbal update advising of the next committee meeting date when the Director of Operations will be presenting the Diversity and Inclusion Plan to gather the committee’s feedback.

## **16. Youth Competitions**

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

- Member Survey Executive Summaries) circulated prior to the meeting)
  - Staff circulated executive summaries of the completed surveys to Districts & Clubs.
- 2022 Provincial Cup Dates
  - The committee agreed to hold the A & B Cup competitions across three weekends. The competitions have not been paired with the dates; however, the weekends the competitions will be held are:
    - June 30 – July 3, July 7 – 10 and July 14 – 17
- The updated Youth Provincial Cup Competitions Rules and Regulations, including:
  - B Cup Allocations:
    - The committee discussed and agree the following changes to B Cup Allocations:

<b>BEFORE</b>	<b>AFTER</b>
Coastal Cup Winner	Lower Mainland 1
Coastal Cup Runner Up	Lower Mainland 2
Vancouver Island	Lower Mainland 3
North 1	Vancouver Island
North 2	Thompson Okanagan 1
Thompson Okanagan	Thompson Okanagan 2
Kootenay Rockies	Northern BC
Host	Kootenay Rockies

\*If hosted in the Lower Mainland, the Lower Mainland 3 becomes a host berth and if hosted in the Thompson Okanagan, the Thompson Okanagan 2 becomes a host berth.

- A Cup Format:
  - The committee discussed and voted to change the A Cup from a four-team competition to a six-team competition, with the berths being:
    - Lower Mainland 1
    - Lower Mainland 2
    - Lower Mainland 3
    - Interior 1
    - Interior 2
    - Vancouver Island

**MOTION:** To approve the updated Youth Provincial Cup Rules & Regulations (which primarily updates A and B Cup allocations) as presented and circulated prior to the meeting.  
51/2021

**CARRIED**

**ACTION #5:** Executive Director (or designate) to ensure the youth membership is informed.

- The 2021 Youth Provincial Premier Championships was also discussed.

**MOTION:** To cancel the 2021 Youth Provincial Premier Championship as recommended by the Youth Competitions Committee.  
52/2021

**CARRIED**

**ACTION #6:** Executive Director (or designate) to ensure the youth membership is informed.

### 17. Board Regional Liaison Updates

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



- North Shore Youth Soccer Association's AGM is occurring, and the liaisons are planning to attend.
- Attended the Upper Island Soccer Association AGM.
- Vancouver Youth Soccer Association recently held their AGM.

**18. New Business / Any Other Business**

**Scholarships**

A document update on the Awards and Scholarships Program as circulated prior to the meeting.

**MOTION: To approve the 2021 Scholarship Recipients as presented and circulated prior to the meeting. 53/2021**

**CARRIED**

**ACTION #7: Executive Director (or designate) to actioning accordingly.**

It was suggested that there is not the need to bring the Scholarship Panel recommendation back to the board for ratification. The panel has the authority to confirm.

**ACTION #8: Executive Director (or designate) to actioning accordingly.**

**MOTION: To go into camera. 54/2021**

**CARRIED**

**MOTION: To come out of camera. 55/2021**

**CARRIED**

**BCSPL Participation**

It was reported that, Canada Soccer in its June 14, 2021 letter (circulated prior to the meeting) confirmed that Nanaimo United Soccer Club has received provisional National Youth Club Licenses from Canada Soccer.

Per the motions from the December 14, 2019 board meeting regarding BCSPL number of teams, age level, and participation start, it was stated that the only thing required for these organizations is approval from the BC Soccer board of directors allowing them to participate in the BCSPL per the stated terms.

It was restated that any new clubs/organizations obtaining the NYCL and receiving approve from BC Soccer's Board of Director would:

- Operate one female and one male team in the youngest age group (U13) in the first year of participation in the BCSPL,
- Operate two female and two male team in the youngest age groups (U13 & U14) in the second year of participation in the BCSPL,
- Operate three female and three male team in the youngest age groups (U13, U14 & U15) in the second year of participation in the BCSPL,
- The above process would carry on until a full complement of teams in all age groups in the BCSPL were run by the club/organization.
- Commencement of play would be in September.

**MOTION: Based on receiving their provisional Canada Soccer National Youth Club License, to approve Nanaimo United Soccer Club participation in the BCSPL, commencing September 2022 with one female and one male team solely in the youngest age group and add one age group per year until a full complement of teams are populated into all age groups.**

**56/2021**

**CARRIED**

**ACTION #9: Executive Director (or designate) to advise the club of the BC Soccer Board of Directors' approval to participate in the BCSPL under the terms outlined.**

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

- September 11, 2021
- October 2, 2021
- November 5, 2021 (evening pre-AGM)
- November 6, 2021 – AGM

**20. Adjournment**

- 12:35 pm

**ACTION SUMMARY:**

<b>#</b>	<b>Who?</b>	<b>What?</b>
<b>1</b>	Executive Director (or delegate)	Executive Director (or designate) to actioning reallocation spends accordingly prior to the fiscal year end.
<b>2</b>	Executive Director (or delegate)	Executive Director (or designate) to actioning accordingly.
<b>3</b>	Executive Director (or delegate)	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.
<b>4</b>	Executive Director (or delegate)	Executive Director (or designate) to ensure the membership and wider soccer community is informed.
<b>5</b>	Executive Director (or delegate)	Executive Director (or designate) to ensure the youth membership is informed.
<b>6</b>	Executive Director (or delegate)	Executive Director (or designate) to ensure the youth membership is informed.
<b>7</b>	Executive Director (or delegate)	Executive Director (or designate) to actioning accordingly.
<b>8</b>	Executive Director (or delegate)	Executive Director (or designate) to actioning accordingly.
<b>9</b>	Executive Director (or delegate)	Executive Director (or designate) to advise the club of the BC Soccer Board of Directors' approval to participate in the BC SPL under the terms outlined.

**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.