



# MEETING MINUTES

## BC SOCCER BOARD OF DIRECTORS MEETING

Saturday December 11, 2021 9:00 am

### VIDEO/CONFERENCE CALL

#### 1. Call to Order/Roll Call 9:02 am

Present: Gayle Statton (Chair), Carlos Grosso, Chris Appleby, Don Dancey, Don Moslin (departed at 10:10am), Deb Pudek, Ralph Luongo, Tamara Van den Brink, Landon Ling, Peter Lonergan (joined at 10am) Fraser Sim, Francisco Rubio, John Charlton, John O'Flynn, and Jason Elligott (Executive Director).

Regrets: N/A

Guests: Staff Member, Chris Cerroni, Director of Soccer Development (departed 11 am)

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 October 2, 2021 Board meeting and committee meeting minutes (by consent) 88/2021\***

**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:

- Thanking the board and staff for the support at the 2021 AGM, with specific acknowledgment to the staff for the work in facilitating the event.
- Advising that the onboarding meeting for new board members, Tamara and Fraser had occurred and that the 2021-22 Board Orientation Manual had been circulated to all the Board Members.
- Advising of the Canada Soccer meeting that took place, which was primarily focused on BC Soccer's voting structure and their expectation on amendment it to better align with their Good Governance and equity expectations. It was also noted that the Women's Professional League was spoke to, along with their current independence safe sport review regarding a specific past Canada Soccer coach.
- Advising of the planned attendance for meeting in Hamilton towards the end of January 2022.
- BCSPL and League 1 BC was touched on specifically relating to the role of BC Soccer in running leagues. It was stated that the operation of the BCSPL is at the direction of Canada Soccer. It was also stated that league operation should not be the primary focus of a governing body; thus, it was stated the three-year plan to move the League 1 BC operation to arm's length of BC Soccer. Importantly, it was stated that getting the league up and running is within the strategic plan for the association, and it was felt that no other group in BC would have been able to do what the association has done in this space.
- Speaking to the Board Regional Liaison role and the assignments for the 2021-22 cycle. The members discussed and supported the recommended assignments.

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

- Human Resources:
  - o The hiring of Kyla Di Perna as the new Referee Programs Manager and Farideh as the new Members Services Coordinator
  - o Final stages for appointing the League 1 BC (part time contract position)
  - o Currently recruiting for the Manager of Member Services maternity leave role
  - o Considering the following full time employment opportunity: Match Officials Development Officer
  - o Part time contract: Digital Media Coordinator
- An update on the consultant led Operational Effectiveness Review was provided.
- Board and staff training and education was touched on and advising that further information will be shared within the next few weeks.
- Return to Play activity and status.
- Legal and Investigative Updates (outside of judicial)
  - o None
- League 1 BC announcements and activity, including MOU with Canada Soccer Business.
- Update on the wider BC Sport Sector request for an increase in \$12 million investment into sport by the BC Government was provided.
- Update on the Voting Structure Review Project, including providing the detailed work plan to deliver against Canada Soccer expectation of changes by November 2022.

- Advising that the Diversity, Equity and Inclusion Policy was updated.
- Noting the Safe Sport update to members/affiliated, along with the upcoming three part Membership Webinar Education Series.

## **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. Specific 2024 Strategic objectives were noted along with the data tracking to help deliver against them.

## **7. 2024 Strategic Plan**

The Strategic Plan progress report (circulated prior to the meeting) was discussed. It was stated that, in alignment with the plan, the initial focus will be on the short-term (December 2022) objectives, and as we progress this will shift to the longer-term objectives (December 2024), with the ones further out being the final focus.

It was stated that the focus over the last while has been business resumption and impacts from the pandemic, which primarily included the following items identified by the Strategic Plan Working Group:

- Safe Sport Initiatives
- Policy development (policies need to be finalized before we move to plans and frameworks)
- For-profit and not-for-profit associate member activities
- Various activities - educated staff and Board and governance activities
- Financial position and preparing for approved strategic plan initiatives
- Judicial outsourcing options
- Establishment of League 1
- BC SPL and National Youth Club Licensing

## **8. 2021-22 Committees**

The President spoke to the memo circulated on December 3, 2021 that outlined the direction for the 2021-22 committee structure. The directors discussed the structure and the changes in format/number of committees. The President advised that the changes would help to better align with the direction from Canada Soccer on good governance, with the larger objective in the coming years to shift BC Soccer's board to a more strategic board with operations being solely under the responsibility of staff. It was stated that the board would still have oversight responsibility. The letter from Canada Soccer regarding moving away from a formalized BC SPL Committee was spoken to, and it was agreed with the league expansion, having a formalized committee with that many members is not effective.

**MOTION: To approve the BC Soccer Committee structure and chairs as presented and circulated prior to the meeting, including removing the BC SPL Committee in its current form.**

**89/2021**

**CARRIED**

**ACTION #1:** Committee chairs to work to populate their respective committees and in doing so, focus on diversity, equity, and inclusion while taking into account the policy statement of no more than 60% composition of the same gender.

**ACTION #2:** Executive Director (or designate) to inform the staff of the updated committee structure and specific assignment for staff members.

The importance of member engagement and feedback was emphasized, and it was noted of the many and various ways that this is collected.

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

The Executive Director advised that there has been one dispensation request received. The request was initially discussed at the recent Adult League Forum and was submitted by the Metro Women's Soccer League on behalf of all the leagues. It is related to the process of submitting youth to adult permits, specific Rule 8.g. The request and supporting letter from BC Soccer staff was provided on the day of the meeting. Providing a spot check opportunity was also discussed and suggested as a good safe guard to ensure processes are being followed. It was also stated that the rule itself is also being reviewed for potential updating.

**MOTION:** To grant all Adult Leagues dispensation from submitting Youth to Adult permits to BC Soccer prior to the match and to establish that, for the purpose of processing, submission of permits from Adult Leagues to BC Soccer must be done only once, at the conclusion of the season. **90/2021**

**CARRIED**

**ACTION #3:** Executive Director (or designate) to ensure appropriate correspondence is sent to the Full Member Adult Leagues.

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

### **10. Finance & Audit Committee**

The VP Finance spoke to the October 2021 financial statements, committee chair/staff liaison report and both the registration report/dashboard linked with (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, primarily for the benefit of the new board members, 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.

## **11. 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 and approved the Thompson Okanagan Youth Soccer League's Inter-District League Renewal and Application and rules and regulations.

**MOTION: To approve the Thompson Okanagan Youth Soccer League's Inter-District League application. 91/2021**

**CARRIED**

**ACTION #4: Executive Director (or designate) to ensure appropriate correspondence is sent to this organization, while taking into consideration the limitations on soccer activity.**

## **12. Membership Committee**

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

- Advising that the following Youth District changed their names:
  - o Tri-Cities Youth Soccer Association has changed its name to North Fraser Youth Soccer Association
  - o Thompson Okanagan Youth Soccer Association has changed its name to Thompson Okanagan Youth District Association
- Advising that the following associate membership renewal applications, including short term events, have been received and approved by the membership committee chair:
  - o Easy Touch Sports Management Inc. (Multi-Sport Organization)
  - o Premier Spring Showcase & Pre-showcase Festival (Short-Term Event)
  - o Upland Holiday Cup (Short-Term Event)
  - o Toca (Short-Term Event)

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 in consultation with the Governance Committee, the Membership Committee (per 3.2.b of the bylaws) completed the review of the following active full member applications in the Youth District category and has determined alignment with the mission, vision, values and objectives of BC Soccer. Per bylaw 3.2.c, the Membership Committee is providing to the board for review and approval.
  - o Kootenay Rookies Youth Soccer Association (Youth District)

It was noted that upon approval of Kootenay Rookies Youth Soccer Association as a Full Member Youth District, the following organizations will cease to be active full members of BC Soccer in the Youth District category and will become member clubs of Kootenay Rookies Youth Soccer Association:

- Boundary Youth Soccer Association
  - Columbia Valley Youth Soccer Association
  - Creston Youth Soccer Association
  - Golden Minor Soccer Association
  - Kootenay Youth Soccer Association
  - Kootenay South Youth Soccer Association
  - Nelson Soccer Association
- It was further stated that upon approval of the above Full Membership Application, the Kootenay Rookies Youth Soccer Association will become active full members of BC Soccer in the Youth District category. Players registered with the member clubs of the new Youth Districts will be assigned to the Youth District Association by BC Soccer (Bylaw 13.2.b).

**MOTION: To approve Kootenay Rookies Youth Soccer Association’s Full Membership application becoming an active member of BC Soccer in the Youth District category and assigning the same geographical boundaries as with the now member clubs of said district in accordance with BC Soccer Bylaws 14.2.a. 92/2021**

**CARRIED**

**MOTION: To assign all players from Boundary Youth Soccer Association, Columbia Valley Youth Soccer Association, Creston Youth Soccer Association, Golden Minor Soccer Association, Kootenay Youth Soccer Association, Kootenay South Youth Soccer Association, Nelson Soccer Association registered for the 2020/2021 season to Kootenays Rookies Youth Soccer Association for the purpose of delegate voting should it be required if a special general meeting is called by BC Soccer in accordance with BC Soccer Bylaws 13.2:**

*13.2 Delegate Voting.*

*(b) Youth District Associations. Each active Youth District Association having fewer than 400 Registered Players, including players assigned to the Youth District Association by the Society, shall be eligible to cast one vote at the annual general meeting. Youth District Associations with more than 400 Registered Players shall be permitted one vote for the first 400 Registered Players and one vote for each additional 400 Registered Players registered in the Society’s most recent completed fiscal year*

**93/2021**

**CARRIED**

**ACTION #5: Executive Director (or designate) to ensure appropriate correspondence is sent to this organization confirming membership with BC Soccer and also the resigning members.**

### **13. Risk Management Committee**

The Committee Chair provided a verbal update specifically commenting on the ongoing concerns around the number of phishing e-mails being received. It was noted that the phishing has extended beyond e-mails and some have received text messages. The Committee Chair advised that this has been added to the Risk Registry. The Chair further outlined of the good work being done on a Risk Management Guideline document that is targeted to be finalized at the next committee meeting.

### **14. Nominations Committee**

It was restated that Kjeld Brodsgaard has been reappointed as the Nominations Committee Chair.

### **Independent**

### **15. 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. 94/2021**

**CARRIED**

**MOTION: To come out of camera. 95/2021**

**CARRIED**

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

### **16. Adult Competitions**

The Committee Chair provided a verbal update advising that the Adult Provincial Cup Finals will be hosted at Burnaby Lake West and Swangard, with the Cup Draw taking place in Port Moody. The need for a U21 Provincial Cup was discussed in light of only having two leagues entering teams. It was stated that this was going to be brought forward to the new Competitions Committee Chair for review.

## **17. Diversity and Inclusion**

The Committee Chair provided a brief verbal update advising that the committee minutes were included in the package, and that the members had provided valuable input and feedback that has been shared with the Director of Operations to help formulate the DEI Plan that is targeted to be completed in quarter 1 2022.

## **18. Youth Competitions**

The Committee Chair spoke to the Committee/Staff Liaison Report circulated prior to the meeting, which included advising that the Coastal Cup Rules & Regulations have been approved.

## **19. Board Regional Liaison Updates**

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

- Challenges the newly formed Northern Interior Youth SA had been facing regarding volunteer board engagement, etc. It was noted that previous chairs of Bulkley Valley YSA and PGYSA have agreed to step up and support the district board, which is positive.
- Advising of attending various matches, specifically on the North Shore and an update was provided on the recent meeting with the NSYSA Chair.

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

None

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

- February 26, 2022 (in person)
- April 9, 2022 (virtual)
- June 25, 2022 (in person)
- September 10, 2022 (in person)
- October 5, 2022 (virtual) Date subject to change based on complete of annual audit
- November 5, 2022 - AGM

## **22. Adjournment**

- 12:10 pm



**ACTION SUMMARY:**

#	Who?	What?
1	Committee Chairs	Committee chairs to work to populate their respective committees and in doing so, focus on diversity, equity, and inclusion while taking into account the policy statement of no more than 60% composition of the same gender.
2	Executive Director (or delegate)	Executive Director (or designate) to inform the staff of the updated committee structure and specific assignment for staff members.
3	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence is sent to the Full Member Adult Leagues.
4	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence is sent to this organization, while taking into consideration the limitations on soccer activity.
5	Executive Director (or delegate)	Executive Director (or designate) to ensure appropriate correspondence is sent to this organization confirming membership with BC Soccer and also the resigning members.

**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.