



## Calgary District Lacrosse Association Minutes of Monthly Board Meeting

**Date: Novmeber 5, 2018**

**Time 7:00 PM**

**Location: South Calgary Soccer Centre Boardroom**

**Attendees: Executive:** Frank Natt, Keith Berg, Kelly Mantei, Steve Harlowe and Brent Robinson. Executive Director: Kevin Murray, Hornets: Jason Montgomery Knights: Melinda Bevis, Axemen: Darrel Knight, Sabrecats: Kelly Mantei Rage: Keith Berg High River: Steve Hofland, Raiders: Brent Robinson, Vipers: Glen Shaw and John Peters, At Large (Female Lacrosse): Don Payne, Discipline Director: Jim Norris

### **1. Call to Order**

**2. Motion for Approval of the Agenda** – Added ALA Board of Directors update and Strathmore Fieldhouse. Financial report moved later in agenda to accommodate weather and traffic. Moved: Steve H. Seconded: Melinda B. Motion Carried.

**3. Motion for Approval of Minutes of Prior Meeting** – Moved: Darrell K. Seconded: Steve H. Motion Carried.

### **New Business**

#### **4. CDLA Executive Structure – Darrel K.**

Motion: To Accept CDLA Executive Committee Structure as proposed as attached to Agenda as amended at during meeting and emailed to all members during meeting. (Final Amended version attached to these minutes)

Moved: Darrel K. Seconded: Steve H.

Motion Carried.

Motion: The executives described and approved in the prior motion which will be elected on even years will be: President, VP Marketing, VP Development and VP Competition

The executives to be elected on odd years will be: VP Governance/Secretary, Treasurer, VP Coaching

Moved: Darrel K. Seconded: Keith B.

Motion Carried.

#### **5. Technical Director – Kevin M.**

Motion: To approve the creation of a Technical Director position as per the information provided by Kevin Murray (copy of information is also attached to these Minutes).

Moved: Keith B. Seconded: Jon P.

#### **6. Canada Day and Financial Report – Kelly M.**

The dates for Canada Day have been finalized as June 28 to July 1, 2019. A new hotel has been added as a supplier. There is no material change to the financial situation from last meeting.

#### **7. Software – Frank N. and Kelly M.**

The Executive Committee Commissioned a report to review software options available to the CDLA. The recommendation from that report was to go with RAMP for various software uses. The report has been discussed and reviewed with Executive Committee and Executive Director. RAMP appears to be able to offer many of the services currently used by CDLA at a possible lower cost. Those services and the lower cost should also allow CDLA to buy an app that will integrate from the CDLA schedule and website all the way through the app right to a parent's phone. Kelly will get more details on precise scope of the App. There will be the opportunity to customize app for the organization as well. This initiative will be moving forward after the meeting to be ready for the start of the 2019 season.

#### **8. ALA Board of Director's Meeting Update – Kevin M.**

Kevin provided an update on the following topics which were of interest to CDLA which had been discussed at the recent ALA Board of Director's meeting:

CDLA - Novice groups passed. Same tournament restrictions in place.

Tony (Manager of Officiating) - resigned.

Midget A League presentation. Not going to be run. Midget Showcase for RMLL to watch Midget A players play on their teams. Consultation and feedback to be delivered at AGM.

Budget - Team Canada Women's U19 tryouts - inviting 9 players from Alberta. Offer them financial assistance to travel to camp in Florida. \$2,800 to be provided.

Focus on Competitive Development training for coaches because upcoming competitions Alberta will be hosting require it. Competitive Development takes 4 years. Earmarked \$5,000 to train coaches at the Competitive Development level.

New budget for ALRA Ref Swap. Cover travel fees for refs from SALA to ref at CDLA games.

Gender designations – ALA registration will now allow players to register as Male, Female or Another.

GELC Proposal - issue with Junior program. Committee struck to explore relationship between major and minor lacrosse. Recommendation for vertical alignment. Committee formed to study.

GELC Girls - Want to go to Parity plus model. Want to talk to female lacrosse committee about it

Financial Reports - Policy change on financial procedures. Clubs need to improve financial controls. See recommendations attached to minutes.

## **9. Strathmore Fieldhouse – Jon P.**

Jon advised that Strathmore will need new equipment to use the new Strathmore fieldhouse. He was requested to provide an estimate for the costs and those items can be added to the 2019 budget.

## **8. Next Meetings**

It was resolved to hold the next meetings as follows:

December 3 at South Soccer Centre immediately following the CDLA AGM to be held at the same location from 7 to 8 pm.

**8. Motion for Adjournment – Moved: Glen S. Second: Keith B. Motion Carried.**

## Proposed changes to the CDLA Executive Committee.

These positions would be sought out by the CDLA Nomination Committee that would liaise with club Presidents to identify individuals with specific skill sets and then elected at the CDLA AGM. It would be preferred but not mandatory that the selected candidates not be members of the local clubs executive. The Terms would be two years, however in the first year ½ of the VP rolls would be 1 year in order to offset the roles to ensure year over year consistency.

- President
  - Oversee the business of the CDLA
  - Lead and Direct the CDLA Executive Director
  
- Treasurer
  - Oversee the finances and financial reporting of the CDLA
  - Lead and Direct the CDLA Book Keeper and the Canada Day Tournament Director in consultation with the CDLA Executive Director
  
- VP Governance and CDLA Secretary
  - Goal 4 - CDLA Board Development
  - Goal 5 - CDLA Board Governance and Operations
  - Fulfill the duties of the secretary for CDLA Board Meetings
  - Fulfills the role of Chairman for CDLA meetings in the absence of the President
  - Lead CDLA contract positions in consultation with the CDLA Executive Director
  - Leads in reviewing, updating and changes to CDLA Policies; Procedures and Bylaws
  - Monitors the CDLA meetings for adherence to the Roberts Rules of Order
  - Administration of the nomination committee
  
- VP – Coaching
  - Deliver to the CDLA Goal 2 - Developing better coaches
  - Liaise with club Technical or Coaching Directors
  - Liaise with CLA and ALA on coaching certification matters as appropriate
  
- VP – Marketing
  - Goal 3 - Advertising and Promoting the game of lacrosse
  - Foster positive relationships with beneficial partners
  - Lead in the development of outbound communications
  - Lead in developing Advertising Campaigns
  - Lead in developing Sponsorship and Advertising opportunities for industry partners
  - Initiate growth opportunities for the game of Lacrosse
    - School programs
    - Community programs
  - Coordinate with club executives in similar roles to enhance communications efficacy and efficiency

- VP – Competition
  - Lead in the development and delivery of CDLA on floor activities
    - Practice
    - League
    - Playoffs
    - Canada Day
  - Lead CDLA in the delivery of National Competitions
  - Alberta Summer Games coordination
  - CDLA's position on ALA Provincials
  - CDLA's position on Tournaments / or input into how ALA tournaments should be organized
  - Coordinate, team numbers, team skill levels and similar activities to ensure fun and fair competition for all CDLA participants.
  
- VP Development
  - Goal 1 - Working Together for the Betterment of Lacrosse (Community Building)
  - Lead in Respect in Sport
  - Working with Parents, Players and Coaches in aligning behaviours with the code of conduct
  - Liaise with Discipline Director for Rule enhancements
  - Assist ALRA in developing Officials



## CDLA Technical Director

The CDLA Technical Director is responsible for overseeing the certification, training, and development of coaches within the CDLA. The Technical Director works with the VP - Coaching to create programs and projects to develop better coaches, ensure they are properly certified, and understand the goals and objectives of the Long Term Athlete Development program (LTAD) as directed by the ALA and CLA. Finally, the Technical Director is trained as a learning facilitator and delivers NCCP training programs.

Specific areas of responsibility for the CDLA Technical Director include:

- Working with the CDLA VP Coaching and the CDLA Coaching Committee to gather input and deliver information on all matters related to coaching within the CDLA
- Researching, understanding and communicating how the LTAD is being applied to all age groups within the CDLA
- Working with the ALA Technical Director and club Technical Directors (or Coaching Directors) to identify and share coaching development information and resources
- Working with the Executive Director to plan, coordinate and deliver the required NCCP training programs for CDLA Coaches
- Running ad hoc training programs that further support 'how' to deliver LTAD programs (as opposed to 'what to deliver') within the CDLA (ie: how to run a MT session for MT coaches).
- Developing practice and training plans for CDLA coaches that support the principles of LTAD
- Running ad hoc training programs for all coaches on aspects of the game that require emphasis (ie: goalie clinics)
- Researching and delivering special programs for certain groups (ie: coaching female players or coaching indigenous players)
- Running various school programs (ie: Sport Hub) throughout the year

This position will be compensated at \$25,000 per year as follows:

- September to February - 6 months x \$1,500 (\$9,000)
- March to June - 4 months X \$4,000 (\$16,000)

**Note: Anyone applying for this position must be familiar with the National Coach Certification Program (NCCP), the Long Term Athlete Development (LTAD), and the rules and regulations of the Canadian Lacrosse Association (CLA).**

Applications must be submitted before January 10, 2019 to Frank Natt, President CDLA at [frank@calgarylacrosse.com](mailto:frank@calgarylacrosse.com).

Please send a brief overview outlining why you feel you are qualified for this position as well as an outline of your lacrosse experience including playing, coaching or serving on club or other boards.