

**Central Alberta Soccer Association
BOARD and Indoor Program MEETING MINUTES**

DATE: **Wednesday, September 24, 2025**

LOCATION: **Virtual**

1. Meeting Called to Order: 7:01 pm

Roll Call taken – 11 of 17 members present. Quorum met

PRESENT:

Bentley Minor Soccer – Heather Dion, Camrose & District Soccer – Amanda Boateng

Innisfail – Cynthia Goorts Lacombe Soccer Club: Jeff Mason Ponoka Minor Soccer – Matt McArthur

Rimbey Minor Soccer – Christine Beerman, Rocky Knights Soccer – Olivia Atwater

SC Central – Stephanie VanderLeek, Stettler Minor Soccer – Wade Stewart, Sylvan Lake Blizzard – Kevin Breitkreutz, Wetaskiwin Soccer Club: Simon Kelm

EXECUTIVE-STAFF:

CASA President – Tracy Ecerett 1st Vice President Lonny Behm

2nd Vice President- Rob McArthur Treasurer- Darla Preston, Director 1 – Andrew Vanderburg,

Director 2 – Tanya Breitkreutz Executive Director – Tammy Olson,

ABSENT: Bashaw Soccer Club, Blackfalds Minor Soccer, Central Alberta Men's League, Clive Soccer, Penhold Minor Soccer, Spruce View Soccer

2. T. Everett (CASA President) – Motion – *“Agenda item to be added, update CASA signing authority with the changing of President”* – 2nd K. Breitkreutz (Sylvan Lake). **CARRIED**
3. Hiring Committee – The Hiring Committee (L. Behm, K. Breitkreutz, D. Preston) who were assigned the task of collaborating with the Executive Director and President to create appropriate job descriptions for the hiring of staff for the Association presented and initial request to temporarily hire and interim person to assist the Executive Director, since two staff members have left in the past five months. Going from 2.5 staff members back to one.
 - A. Committee Recommendation – Pay CASA President T. Everett in the interim until a suitable candidate can be found. This does not go against CASA by-laws where an elected member can be paid for duties outside of their office. K. Breitkreutz pointed out that the money was already budgeted for other staff positions, that have not been paid, so there is not a concern that the Association would go over budget. The following amount is still in the 2024-2025 budget \$27,499.96 – Discussion held
 - B. K. Breitkreutz (Sylvan Lake / CASA Hiring Committee) Motion: *“Tracy Everett be paid \$1,500.00 per month effective immediately, to assist the Executive Director in fulfilling the duties of the Association. This position will last until December 31, 2025, unless a suitable full-time candidate is hired sooner.”* 2nd C. Goorts (Innisfail). **CARRIED**
4. Hiring Committee - (L. Behm, K. Breitkreutz, D. Preston)
 - a. K. Breitkreutz presented information for the hiring of new staff
 - i. Recommendation of creating two positions – Competitions co-ordinator, Director of Referees. Basic job descriptions were given to the Membership. Creating these two positions does not affect our bottom line as we will have a savings from the original 2.5 positions. The budgeted amount was \$154,000.00. Creating these two new positions will make the amount required to fulfill the contracts \$141,000.00, a savings of \$13,000.00 for the next budget cycle. Discussion held
 - b. ACTION: The hiring committee will meet with the Executive Director and the President to go through the job descriptions to ensure that all the duties required to operate a District of this size have been covered. These job descriptions will be forwarded to the membership for review within the next two weeks for approval. Once approval has been received the jobs will be posted on Indeed, LinkedIn and with Alberta Soccer, as well as on the CASA Website and Social Media pages. **TIMELINE:** To be completed by no later than October 31, 2025.

5. Indoor League Update (provided by L. Behm – 2nd Vice President-League Chair). The current status of Preliminary League declarations is as follows
 - a. U9 Development Coed – 3-4 teams
 - b. U11 Boys – 9-11 teams (2 tentative) – Recommendations: Divide into two groups. Play 7 v 7 at both facilities to provide consistency
 - c. U11-U13 Girls – 6 teams (3 of each) . Recommendation: Majority of games will be played against your own division with some crossover to provide more games for the teams
 - d. U13 Boys – 10-11 teams (1 tentative) Recommendations: Divide into two groups.
 - e. U15 Boys – 6 teams playing 7 v 7 on the 9 v 9 field at the Dome and 6 v 6 at Camrose
 - f. U15 Girls – 3 teams with two Exhibition teams – U13 Tier 3 Girls and U17 Tier 2 Girls (Mostly U15 players)
 - g. U17/U19 Boys – 4-6 teams (2 tentative- one has 8 players, the other has 9) playing 7 v 7 on the 9 v 9 field at the Dome and 6 v 6 at Camrose
 - h.

Meeting Adjourned: 8:51 pm