

# Cold Lake Minor Soccer Association

## Executive Meeting Minutes

December 3, 2023



### 1. Call to Order at 3:32 pm

Roll Call: Andrea Williams, Latoya Waters, Julie Robicheau, Darla Periard, Andrea Korecki, Ryan Cote, Josh Correia, Chad Kujat, Meagan Debney, Tracie Young

### 2. Julie Robicheau motioned to approve minutes of previous meeting November 3, 2023. Chad Kujat seconded.

### 3. Approval of Agenda

- a. Add Jaryn Stratychuk scholarship under New Business 6 (a).

Josh Correia motioned to approve the agenda with addition. Seconded by Meagan Debney.

### 4. Reports

- a. U5 –Going well. Only complaint the balls. December 17th will be last practice before Christmas holidays, take two weeks off and back January 14<sup>th</sup>.
- b. U7 – Going good. Still waiting for some payments. Make sure all volunteers are tracked and Darla knows of volunteers. Had a few kids move nights but worked OK.  
Suggestion, maybe give balls at end of season in future so have for practices.
- c. U9 – No complaints regarding balls. Ended up handing out jersey that were dirty. Worried about no balls and dirty jerseys becoming an issue but so far hasn't. One team has had assistant coach and a manager not showing up but Meagan has dealt with it for future. Suggestion to put in chat so can get help if coaches/managers not showing up. U9 will take the week of Christmas off, back January 8<sup>th</sup>.
- d. U11 - Latoya gives update for Amanda. First league games. One boys team went to the spruce grove early bird tournament and showed well (gold), tournament director for that tournament says CLMSA welcome back any time.
- e. U13 - Girls first league games coming up in Lac la biche. Girls will take one week off over Christmas, play January 1st to 5th. Boys will play both weeks over Christmas holidays.
- f. Youth Boys – Suggested maybe U13 and U15 boys play together over the break. U17 will play right through Christmas.
- g. Youth Girls – League games for U17 is coming up. U19 went to the Spruce Grove early bird tournament, took bronze. Some exhibition games booked versus Fort McMurray in February.
- h. Registrar – All kids registered. Adults given a bit more time. List has gone out to directors who has not paid.
- i. Equipment – Update from Ryan.
  - i. Size 3 balls that were sent all duds. Julie picked up all new balls in Edmonton, 186. Better idea to give balls at end of season. Need better bags. Cages disorganized. Sea-can broken into again. Pay insurance on a storage room in the energy centre. Would be good to move the sea-can closer to building. Lori will ask Frank to look into this. Would be good to use one cage for adults so they don't have to go into multiple. Need organizing and signage. Would be good to have better presentation for Cold Lake Minor Soccer. Coach bags for indoor could be stored in cage so available if coach not there. Easier and more organized if in better bags.
  - ii. Jerseys - everyone now has jerseys. Adult team, Ray Eljaji would like to donate jerseys to the adult team but the jerseys would need numbers.

Josh Correia motioned to waive Ray Eljaji registration= fee for adult soccer in lieu of jersey donation. Seconded by Andrea Korecki.

VOTE: yes – unanimous. Motion approved.

- j. Treasurer - reaching out to accountants in Cold Lake, too busy. Went to Bonnyville and was able to get a letter, letter attached in Annex A.

Account Balances:

ATB Casino \$29,989.25

ATB Regular \$172,607.81

TD Bingo \$100,623.32

We need to spend out of the bingo account. Equipment, facilities main spending out of this.

Would like to move all bank accounts to one bank, would be much easier.

Julie Robicheau motions that we move all Cold Lake Minor Soccer Association bank accounts to one bank. Seconded by Meagan Debney.

VOTE: yes – unanimous. Motion approved.

Working on QuickBooks set up. 2 more people can be added to QuickBooks so can pull reports, only viewing access.

Julie Robicheau motions for the President and Secretary of Cold Lake Minor Soccer Association to have viewing access to QuickBooks. Andrea Korecki seconded.

VOTE: yes – unanimous. Motion approved.

- k. Fundraising – No bingo dates after January.
- l. Facilities – No report.
- m. Technical – Working on coach spreadsheet but redundant if moving to ramp as I will be available on there.
- n. Tournament – Working on outdoor tournament. Looking at grassroots soccer recommendations, just came in for this past outdoor season. Lakeland may not let more than one tournament happen on the same weekend in our region. Discussion on playing up an age group, Lakeland rule regarding guest players. We should have a policy for moving up an age group not just for tournaments. Currently a case by case basis.
- o. Officials – Ryan Cote only indoor official. Won't be any more courses in indoor season. Indoor easier as Lakeland schedules all officials. Suggestion to go to adult soccer to see if interest in officiating.

#### 5. Old Business

- a. RAMP - Proposal sent out by e-mail, discussed various items from the proposal. Ramp timeline is three to seven days to get registration up and running, five days for the website. Online registration fee \$1.25 per member per season, sports engine is \$3 for this. \$300 one time fee plus \$400 license, maintenance etc. for website. \$25 per team per season for app or the association can pay for all of them for \$20 per team, sports engine you pay nothing for this. All agreed it makes sense that the association would pay for this and not be adding this cost onto teams. Question, can we use bingo money for this? We wouldn't need the officials part of ramp. We wouldn't need the game sheet section as we have to print off anyways. Player cards would be easy to get as picture attached in ramp.

Josh Correia motions that we utilize RAMP for the following items:

Website – new info created from scratch

Registration

Teams apps – association will pay for all teams

Merchant Account.

Seconded by Meagan Debney.

VOTE: yes – unanimous; motion approved.

- b. Financial Review – see previous discussion under 4 (j) Treasurer.

- c. By-law Review - Have had two meetings with the by law committee, one more to be set up. Bylaws have been completely rewritten and Cold Lake Minor Soccer Association had a hand in this writing, the group liked this. Would like to send a letter to entire membership to update this. Ryan Cote will update on all items brought up AGM in a letter.
  - d. Incorporation – Ryan Cote sent an email with the Incorporation information to all executive; always were an incorporated non-profit society.
  - e. Adult Soccer – 6 people at first practice. Adults can register up until December 31<sup>st</sup>. RCMP interested in adding their own team under Cold Lake Minor Soccer Association. If we have more than one team we will need more than one time slot for adult practices.
6. New Business
- a. Scholarship - Info re:dollar amount per year, is this a policy? Renewal year ends August 31<sup>st</sup>. We have agreed to one this year previously. Individual players can receive up to \$2500 per year. Club can have \$10,000 per year scholarships. Email regarding Jaryn Stratyckuk scholarship request in Annex B.
- Lori Midford motions Cold Lake Minor Soccer Association gives Jaryn Stratyckuk a \$1000 scholarship.  
Meagan Debney seconds.  
VOTE: yes – unanimous; motion approved.
7. Next Meeting – Sunday, January 21<sup>st</sup>, 2024 at 3:30 pm
  8. Adjournment at 5:36 pm.

Submitted by *Andrea Williams*, Secretary.



December 2, 2023

Cold Lake Minor Soccer Association  
Box 556 Stn Main  
Cold Lake, AB  
T9M 1P2

To whom it may concern,

Our office is currently in the process of reviewing the financial records for the periods of September 2021-August 31, 2022, and September 2022 – August 31, 2023.

Based on the information provided, we should have our review completed by December 31<sup>st</sup>.

Sincerely,

A handwritten signature in blue ink that reads "Mary-Ann Wood".

Mary-Ann Wood

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