

Cold Lake Minor Soccer Association
Executive Meeting Minutes

July 11th, 2024



1. Call to Order at 6:00 pm

Roll Call: Lori Midford, Julie Robicheau, Josh Correia, Frank Mayer, Darren Robson, Tracie Young, Danielle Syrek; Andrea Williams arrived at 6:45 pm

Missing: Meagan Debney, Tina McNicoll, Kathy Cote, Latoya Waters, Darla Perriard

2. Motion to approve minutes of last regular meeting June 9, 2024 by Julie Robicheau, seconded by Frank Mayer.

3. Motion to approve agenda by Josh Correia, seconded by Frank Mayer.

4. Reports - submitted prior to meeting date via email to be viewed prior to meeting, attached to minutes. Create a Google form to add reports to.

a) U5-Josh (Open-outdoor)

b) U7-Danielle

c) U9-Meagan

d) U11-Latoya (Open) - on website as vacant position

e) U13-Julie (Open) - on website as vacant position

f) Youth Boys-Kathy

g) Youth Girls-Andrea K (Open) - on website as vacant position

h) Registrar-Latoya

i) Equipment-Tina (Open) - on website as vacant position

j) Treasurer-Julie

k) Fundraising- Darla, lack of volunteers showing up

l) Facilities-Frank, nothing to report

m) Technical-Frank, nothing to report

n) Tournaments-Tracie, find out availability of weekends for indoor and outdoor prior to next meeting; Lakeland planning committee meeting August 14, 2024

o) Officials-Darren

5. Old Business

- a.) Lakeland Cup - just over \$5000 to host, food & turf
 - 50/50 raised \$406
 - i.) Referees
 - ii.) Concession (Gametime Grill is running)
 - iii.) Lemonade Stands (1-Turf, 1-upper fields)
 - iv.) Referees Room (Lori will look after)
 - v.) Volunteers for tent set up/take down, 50/50, Field Marshals
- b.) Open Director Positions
 - U5-Open (Josh has been filling in)
 - U11-Amanda Resigned
 - U13-Julie Stepping down at the end of June
- c.) Equipment Position- board received resignation from Equipment Director Tina
- d.) Sub Committees for Financial
 - Allocation of funds for potential clubhouse and other projects
 - committee members: Tracie Young, Kathy Cote, Darren Robson
 - meeting scheduled for July 18, 2024
- e.) New equipment-ordered and will be given out to teams/coaching staff for use.
- f.) Tent use by St.Paul for Provincials
- g.) Creation of New Director Positions?
 - Director of Skill and Development?
 - pre-requisite criteria, resume, C license
 - Media Director?
 - evaluation for positions
- h.) Season Wrap up/BBQ

6. New Business

- a.) Bylaws (2025)- The Bylaws are to be completed by the AGM in September 2025
- b.) Financial Review (60 Days)- there is currently a financial review that is being completed, not a financial audit. A financial audit was requested by a member, however a financial review is what ASA stated should be completed, not an audit which would cost at least \$20,000
 - Having budget laid out at AGM will help members see big picture of finances
 - Through conversation with ASA recommendations to put pot of money into a specific account for a certain goal; ie a capital account for a clubhouse.
 - The more information we can get on the website for the members to see the more transparent the club will be
 - Meeting minutes should be put on website, confidential information needs to be excluded
 - Bonnyville Soccer Association has minutes on website, St. Paul has their budget
 - Lori Midford to make a list in the next couple days of everything required to put on

website

c.) Vacant Director Positions - up on website

d.) New Director Positions?

- Media Director, in charge of Facebook and website
- Personnel discussion, 2 paid positions, contracts? Personnel committee? Job descriptions?
- Used to have a media person then was absorbed by Registrar, requires further discussion
- Problems with RAMP need to be dealt with now between outdoor and indoor seasons

e.) Player Evaluations for indoor season (Ensuring fair teams)

- Looking at wins/losses there was a disparity
- Make evaluations more visible
- Need time for evaluations, for outdoor could do inside in fieldhouse to have time
- Need evaluators outside of own age group

f.) Sub Committees (Financial)

- Also personnel sub committee
- Shows accountability
- Lori will head personnel sub committee, Andrea W will assist Lori

g.) James Hague (Challenger Sports, continuation of involvement)

- See attached letter
- Lori to meet with Challenger manager, Luke
- How does Challenger coach coming to Cold Lake happen ? Vote? How much cost to us? Some directors did not utilize.
- Might need schedules set and need expectations laid out
- Take away from conversations: need to know cost, needs to be budgeted for, needs to be discussed and voted on yearly
- Lakeland would like to utilize James, would need to be a shared cost
- Lori will update after meeting with Challenger

Tracie Young motions to pay K3 invoice for James Hague (Challenger Sports) CLMSA gear, seconded by Josh Correia.

VOTE: yes, unanimous.

h.) Ongoing recruitment of referees

- Prior to indoor season need to get a jump on referees
- Pitch at AGM

i.) Construction of nets

- Frank has all nets in his garage
- meeting/get together to put together needed
- Need volunteers to take nets down that are on lower fields, Frank organizing as no Equipment Director

j.) Planning/dates discussions

- Frank has started booking fieldhouse for indoor, discussion re: weekend timeslots for practices
- Indoor season usually starts week after Thanksgiving for older groups, November for minis
- Could talk to schools to see if can utilize for indoor
- AGM set for Sunday, September 22nd, 2024 at 2 pm at Cold Lake Energy Centre; executive meeting to follow if time allows

7. Next Meeting – Wednesday, August 21st, 2024 at 6 pm at Cold Lake Energy Centre.

8. Adjournment at 8:06 pm.

Recorded by Lori Midford and Andrea Williams,
submitted by Andrea Williams, CLMSA Secretary.

Appendix A - Reports

Vice President (Josh): I still have 1 discipline case open. The member of the association was suspended for the entire outdoor season due to not completing their requirements and decided to go on the field and coach after he was informed many times not to. The member still needs to provide proof of completing the Respect in Sport course and serve the remaining summer.

By-law committee: Our last meeting was 31 May in which we completed our first review of the by-laws. I will be sending out a revised copy to all the volunteers with a scheduled date for the next meeting.

a) U5 Director (open, report from Josh): End of season went well. No issues with U5.

b) U7 Director (Danielle): We had a year end party on June 26th with the U5. Everything went smoothly with the bbq and practice. Had parent volunteers come to help with the bbq. I had extended the season till July 3rd. I had a few teams & coaches come to the extended season which was really good. The

season there was a couple practices that were canceled due to rain.

I have all coaches bags back from all coaches.

c) U9 Director (Meagan): U9 wrap up went well. I had ordered hot dogs as usual for mini divisions through Hamels, they gave us 200 for free then a great discount on the rest. Sobeys was great too!(Latoya , can we do a Facebook thank you post to Atco, hamels and Sobeys for their support?)

Over all a great season but had a few cancelled practices. We did our wrap up the 25, then extended till July 4 and had a couple teams attend. I had a couple coaches not able to fully commit but other coaches help take over and run games and practices, as well as James who was a big help I am missing a couple coach bags- I will grab them when I'm back in cold lake.

Adult season unfortunately we just couldn't get commitment. Thank you directors that reached out to players, I did have a couple reach out but were unable to commit due to provincials and travelling/ the week night commitment. Melissa has offered the 4 players a spot on the Bonnyville team and I have arranged to meet up with Brittani to get back team kits.

d) U11 (Temporary, Latoya): U11 Wrap up went great the parent vs kids games were a huge success and some teams decided to do other things like popsicles, pictures, medals and certificates this all came out of the coaches own pockets. BBQ was fantastic huge thank you to Cory and Melissa Ellis for doing that and also to Meagan and Danielle for helping them out as my volunteers decided to do a bingo instead last minute. We did have a couple more hot dogs then buns but hamels gave us more hotdogs then we

asked for so the parents are the one without buns. All in all a great season for U11. I have all the coaches bags, U11 youth goalie jerseys and balls in my shed as I collected them the night of the BBQ.

e) U13 Director (Julie): U13 boys koua were 5th place and Cote was 9th place for Lakeland Cup weekend. They didn't make it to provincials, they played great and had a lot of growth as players. Their last day was June 27 with Hot dogs.

U13 Girls got Gold at Lakeland Cup and went to Provincials. They made it 6th place at provincials, they played their best. They practiced till July 6th to prepare for Provincials. They had fun. The girls also had their wrap up party same night as the boys. This is my final report as U13 Director. I will help whomever takes over as Director for U13 .

f) Youth Boys Report (Kathy):

U15

- The boys finished their season, unfortunately they came in last at Lakeland Cup and did not qualify for provincials.
- They did attend the Summer Drizzler in Edmonton and came home with silver!
- At the start of the season the assistant coach stepped down, luckily the team manager stepped up and did double duty on the bench.

U17

- We had 7 boys from Cold Lake join the Bonnyville team this year. They took gold at Lakeland Cup and were the provincial CHAMPS and received the fair play award.
- Everything ran very smoothly between the 2 communities, no issues with players or team staff.
- The only thing I am a bit disappointed in is that in all posts by Lakeland on social media they never mention Cold Lake as being part of the team. This is minor but I do believe we should be mentioned as well as we had 7 members join from Cold Lake.

U19

- There was only 1 team within Lakeland at this age, 2 from Cold Lake. They took home GOLD at provincials.
- As far as I am aware there were no issues this season. A few yellow cards for our Cold Lake boys, luckily no reds!

Summary

I do have some concerns regarding coaching staff for the outdoor season. There are weeknight games and the commitment to attend these games has been a challenge. Most of the players had no issues traveling during the week. Thankfully we had Julie and Frank step up to coach the St. Paul game, otherwise it would have turned into a forfeit which would jeopardize the team's eligibility to attend Lakeland Cup.

I feel there needs to be more transparency during registration for the outdoor season stating that weeknight travel is mandatory. I know it is written in there already but feel we need to bring this up before teams are made.

In my opinion traveling on weeknights at the older ages works well, the season is so short already and most weekends are booked with out-of-town tournaments both in Lakeland and the bigger cities.

For the indoor season I know this isn't an issue as games are scheduled on the weekends.

g) Youth Girls Report (Andrea K): Season went well. Provincials was a success but the refs said Cold Lake did it WAY better

U15 BV had 2 of our girls placed 4th

U17 BV had 3 of our won gold

U19 CL won silver

We have wrapped up our regular practices but are looking at schedule a game on the 23rd parents vs kids with some of the RCMP. Frank is also looking at hosting the girls for a season wrap party at his place.

As some of you know I will be stepping down now that the season has ended as the youth girls director but will still be available to help where I can. I'll continue to be the admin on the gmail accounts and am happy to help keep the website up to date. Just send me anything you need posted.

Thanks again everyone for all your hard work this season!

h) Registrar (Latoya):

Melissa allowed us to keep our adult registration open as I had a few people message me and ask if they could still register after the deadline, however they never did register.

For indoor registration, it doesn't have to be now but sometimes soon directors please tell me how many players you want before wait-lists happen so I can get started on making the Registration. Also I have looked at the schedule and I would like to open indoor registration on September 6th thos will be after the long weekend so we shouldn't have issues with parents camping in areas where there is no service. Let me know if this works. Thanks so much

i) Equipment (Tina): No Report

j) Treasurer (Julie):

As of July 9,2024

ATB unlimited: \$148,909.58

ATB Casino: \$2,736.38

TD Bingo: \$85,292.49

I handed everything in for the accountant when I set it up after the last meeting to do a review to submit to ASA as they requested. Once they are done I will send the details out.

AGLC has me submitting proof of all transaction to confirm the funds have been spend that we require to spend, I just need to submit the TD June statement and will send to them once its available to me. As of right now I'm waiting and can relay more information once they complete it on their end. I will also request to get amounts of what we will require to use in our Bingo and Casino accounts from now till January 2025.

Financial committee hasn't met yet but I have set a date to meet July 15 at 6:30 pm

NEW Business: Inventory of seacan

k) Fundraising (Darla): No Report

l) Facilities (Frank): Nothing to report

m) Technical (Frank): Nothing to report

n) Tournaments (Tracie): Nothing to report

o) Officials (Darren): 1. Still working on having referee jerseys collected for storage over indoor season. 2. Made arrangements for Bonnyville District referees to cover the 3 adult league home games this summer, but with the Cold Lake team withdrawing from the league, the refs have been cancelled. Had hoped to use our Youth referees, but Lakeland recommended full District Referees. 3. One of our Mini refs was contacted by St Paul a couple weeks ago to be an assistant referee during provincials. The ref schedule was not finalized till the Friday of the tournament. After arrival in St Paul, they were then informed that Minis cannot be ARs during provincials. Uncertain if this is common knowledge, but I'll make sure to let Minis know in the future. 4. Reached out to Lakeland to see if CLMSA can be doing anything to potentially recruit new referees over the winter.

Appendix B: Letter from James Hague, Challenger Sports

To the CLMSA Board

Firstly, I would like to say it has been an absolute pleasure to work with this amazing club so far, I have adored every second that I have observed, coached, or just spent talking getting to know everyone, I have felt very welcomed and I hope I have managed to show my gratitude to you all.

Recently I have had a lot of conversations with Coaches, Board Members, Players and Parents of both Cold Lake Minor Soccer Association, and Bonnyville Soccer Association, these conversations have all had one common theme in that there is a desire to keep me around and involved with the running of the club through the indoor season and beyond, I am also very keen on making this happen, hence this letter.

The current plan of action, if decided upon, will mean that I stay as an employee of Challenger Sports, and that CLMSA continue to pay for my services, this will be accompanied by a payment from Bonnyville Soccer as they also wish to utilise me as they have been this outdoor season, the logistics of this will all be discussed once a decision has been made.

Listed below is what I have been and can offer to CLMSA & BSA

- High quality delivery of practice sessions for all ages, ranging from fun to technical and then tactical at all ages.
- Coach Development Sessions: Scattered around the indoor and outdoor season I will deliver clinics for coaches to come to and develop their skills as coaches to help the growth of the kids involved with CLMSA, this will be delivered to CLMSA as a standard however we will offer this out to other Lakeland soccer clubs which they will pay CLMSA for, providing another stream of income for the club
- I will perform observations on coaches and practices to uphold the standard and make sure that the club is not being used as a time waste/day care, in the hopes of growing soccer as a sport in the district
- I will have contacts at ASA and will function as a scout for talent in the Lakeland area in the hopes of providing more incentive for children to participate in soccer activities
- I will run more soccer camps through the year which will be another income stream
- I will be accessible through the day to CLMSA in the aims of supporting people such as Frank in the day to day running of the club
- My aim will be to grow the sport of soccer firstly in Cold Lake and then the district, into a sport people can play for fun and also competitiveness, with my different outlook on the sport the only way for the club and sport to go is up, coming from a successful sporting background I will do all that is possible to help everyone involved in CLMSA and gain more participants each season.

Finally, For all those that I have had the pleasure of working with I am sure you will agree that I have always been only a message or an ask away and am more than happy to help 100% of the time, although I may only be 19 I'm sure you can all

vouch for my maturity when dealing with everyone's matters and i will continue to improve myself every day.

Thank You

Yours Sincerely,

James