

Cold Lake Minor Soccer Association

Executive Meeting Minutes

May 5th, 2024



1. Call to Order at 6:06 pm
Roll Call: Julie Robicheau, Josh Correia, Lori Midford, Andrea Korecki, Darren Robson, Tracie Young, Kathy Cote, Danielle Syrek; Staff: Latoya Waters
Frank Mayer arrived 6:11 pm, Andrea Williams arrived 6:20 pm
Absent: Tina McNicoll, Meagan Debney, Amanda Raglan, Darla Perriard
A quorum was met.
2. Motion to approve minutes of last regular meeting April 8th, 2024 by Josh Correia, seconded by Julie Robicheau. All approved.
3. Motion to approve agenda with addition of New Business by Andrea Korecki, seconded by Josh Correia. All approved.
4. Reports
 - a. U5 – Josh
 - i. Wednesday's, start up May 8th, up to date
 - ii. 20 coaches, 2 extra coaches, no managers needed
 - b. U7 – Danielle
 - i. 75 kids, 8 coaches, 6 assistant coaches, 8 managers
 - ii. Mondays (5:30-6:30) and Wednesdays (6:30-7:30), Monday start date
 - c. U9 – Lori received report from Meagan
 - i. 8 coaches, 6 assistant coaches, 8 managers
 - ii. wondering if lower field nets out? Yes, they are.
 - d. U11 – Lori received report from Amanda
 - i. 1 registration not paid/bond not received
 - ii. equipment ask
 - iii. jersey names in process
 - iv. boys lost 1 coach (Team 3) so shuffling coaches/managers
 - v. 6 head coaches, 8 assistant coaches, 6 managers
 - vi. Update: 1 coach has a disciplinary that has to be resolved, Josh currently working on this
 - e. U13 – Julie
 - i. one coach not always reliable, have a back up in place *communication key*
 - ii. a couple boys dropped out
 - f. Youth Boys - Kathy
 - i. U17 all sorted
 - ii. U19 will practice with U17
 - iii. U15 need some coach info
 - g. Youth Girls – Andrea K.
 - i. a few decided not play, not interested in going to Bonnyville
 - ii. U19 ordered different jerseys, looking at corporate sponsorship
 - h. Registrar - Latoya
 - i. couple more registrations processed
 - ii. adult registration opened

- iii. directors should do schedules on RAMP - way easier on desktop to set up than on app,
- iv. Latoya will email out passwords to directors
- i. Equipment – from Lori
 - i. U5 U7 U9 jerseys and pop up nets will be available in sea-can after 6 am tomorrow May 6th as well as ball bags
 - ii. sea-can will be locked with a combination lock and will send code to directors (Tina)
- j. Treasurer - Julie
 - i. Current balances:
 - a. Regular \$181,201.29
 - b. Casino \$24,117.55
 - c. Bingo \$89,764.85
 - ii. Accountant cancelled appointment, rescheduled for coming week.
 - iii. Needs more information from coaches to refund for courses. Coaches spreadsheet updated as of today.
 - iv. Casino AGLC financials and Bingo AGLC financials submitted and materials offered for review.
- k. Fundraising – Lori received report from Darla
 - i. any volunteers needed for Lakeland Cup please let her know
- l. Facilities - Frank
 - i. lower fields plan made, lining to start tomorrow hopefully
 - ii. field map will be sent out via email
 - iii. nets on lower fields
 - iv. fields up top all lined, have nets and flags
 - v. rotating on turf, schedule will go out
 - vi. drop in adult soccer will start ½ hour after kids start (8-10pm)
 - vii. everything looked after for Lakeland Cup. Melissa (Lakeland) talking directly with Frank.
- m. Technical – Frank
 - i. Julie has been handling spreadsheet updates.
 - ii. is coaches information reflected directly on RAMP?
 - iii. needs to be very clear on website what a coach needs in each age group
Andrea K will fix website
 - iv. CLMSA pays for someone to come from city or district for coach course
Should have early fall or summer coach courses to be ready for indoor season
- n. Tournaments - Tracie
 - i. no home tournament this year
 - ii. will watch and get a tip sheet ready for next year
 - iii. made tournament posters for some age divisions

Discussion: when have an email vote can we please have more information given in order to make an informed decision.

- o. Officials - Darren
 - i. Bonnyville has been helpful
 - ii. new refs: 5 mini refs, 4 district/youth refs
 - iii. may be using some Bonnyville refs as new refs gain experience
 - iv. recruitment needs to be earlier, can we do ref courses in August?

5. Old Business

- a. U5 Director Vacancy
 - i. still vacant; reach out to association for volunteer.
- b. SQS screening for volunteers
- c. When does the club submit their annual registration and do we need to hold the AGM prior to that date

- d. Electronic voting to be in place prior to the next bylaw meeting. Plan to have a vote for each article one by one.
 - i. Josh update: going slowly. Next meeting May 31st. How Kathy set up sample Google form was good. After new by-laws posted meeting to vote can be 21 days after.
- e. Website links up to date. Remove links and reference websites. This way our website is never out of date.
- f. Updates from LDSA meeting
- g. Start date for outdoor
- h. Fields/turf field bookings
- i. RAMP app
- j. Teams for all age groups
- k. Need referees – advertisement of upcoming clinics
- l. Placement of players for requests to move up
- m. Adult League registration start/end of season
 - i. June 15th registration deadline
- n. June 1st tournament Cold Lake
 - i. not happening
- o. Inventory

6. New Business

- a. Sea can keys
 - i. Equipment (Tina) has only one key, more than one should have a key

Tracie Young motions that we cut more keys for the sea-can lock. Seconded by Josh Correia.

VOTE: yes - all in favour.

Motion passed.

- b. Referee Jerseys
 - i. up to the association to get. \$30 each on Amazon. Need red, black, yellow for each ref. Would like to add CLMSA logo. Could check United Cycle, Sylvester's Sports.

Darren Robson motions that we spend up to \$1000 on referee jerseys for our new referees. Seconded by Josh Correia.

VOTE: yes - all in favour.

Motion passed.

Additional information: CLMSA will ask for them back. Darren will look into sourcing. Purchase will be 8-10 sets.

- c. Financial Committee
 - i. new committee to be formed to assist treasurer and help with AGM prep
 - ii. sub-committee of the board
 - iii. volunteers: Tracie Young, Kathy Cote, Darren Robson
- d. Lemonade Stand-Lakeland Cup
 - i. Lemonade Day stand
 - ii. Lori will talk to Energy Centre food/beverage vendor (Mandy)
 - iii. will get something put on website then bring to next meeting to vote on
- e. Complaints through ASA
 - i. Lori has been spending a lot of time on this process, documents, hearing, etc.
- f. Legal Consultation
 - i. will have to look at this because of ongoing complaints

Josh Correia motions that CLMSA put \$5000 aside for legal consultation, if necessary. Seconded by Kathy Cote.

VOTE: yes - all in favour.

Motion passed.

- g. Coaches, Assistant Coaches, Managers Swag/Equipment
 - i. Lori has been discussing with United Cycle to source

- ii. coach numbers sent in/reported
- iii. if inventory (kept by CLMSA) could be put through bingo account
- iv. What can we do better? do we need coach bag for every person?
- v. Can the sea-can be more central to use on a regular basis? Frank will talk to city if can move
- vi. have parent volunteers at sea-can giving out equipment?
- vii. necessary: Med kits, ball pumps, pinnies, cones
- viii. do we need more bags? should be enough
- ix. need better ball bags
- x. Need inventory and organization completed

Andrea Korecki motions CLMSA purchase med kits, ball pumps, pinnies and pylons. Tracie Young seconded.

VOTE: yes - all in favour.

Motion passed.

- h. New Equipment Wishlist
 - i. see above in 6 (g)
- i. Lakeland Cup (June)
 - i. discussed in Facilities Report 4 (I)
- j. Provincials (St. Paul)
 - i. have asked CLMSA if could borrow tents used at provincials in Cold Lake, would need a truck/trailer. St. Paul could cover gas/mileage for getting the tents there. Stipulation that tents need to be taken down nightly as was done in Cold Lake. Frank will write up and send to Lori.
- k. Date Changing for AGM
 - i. discussion, keep as is in September.
- l. Using RAMP for prepping for other items
 - i. does RAMP have capacity for something like nominating people to executive?
 - ii. can do forms
- m. What's App usage
 - i. not effective form on communication
 - ii. Andrea K can do contact spreadsheet, put in Google Drive for all to access numbers if needed

Josh Correia motions that the What's App group be disabled and be utilized for events such as Lakeland Cup only.

Seconded by Kathy Cote.

VOTE: yes - all in favour.

Motion passed.

- n. Open Disciplinary Cases
 - i. reminder to be diligent of who you have on staff
 - ii. director will be made aware if have a disciplinary case
- o. Qualifications
 - i. discussed
- p. Administrative access for RAMP team app
 - i. discussed
- q. Coach Shirts
 - i. have a store, could offer a discount
 - ii. Andrea Korecki will inquire if Whimsical Creations able to put a 25% discount code online to be billed back to CLMSA for coaches and assistant coaches to order their own coach shirts.
- r. Discussion of posting minutes online - tabled to next meeting

7. Next Meeting – Sunday, June 9th, 2024 at 4 pm at Cold Lake Energy Centre. *(please note different start time)*

8. Adjournment at 8:52 pm

Submitted by *Andrea Williams*, Secretary.