

Cold Lake Soccer Association
Board Meeting Minutes
February 26, 2026



1. Call to Order at 5:11 pm

Roll Call: Renato Duarte, Latoya Waters, April Simard, Shannon Peters, Caitlin Todaro, Ian Dutka, Candice Sales, Meagan Debney,

Missing: Josh Correia, Darren Robson, Cindy Ball, Ashley Brens, Danielle Syrek

Quorum achieved.

2. Agenda review and adjustments

Ian Dutka motioned to approve the agenda, seconded by Caitlin Todaro.

VOTE: yes - all in favour. Motion carried.

3. Review of previous meeting minutes

Board meeting minutes: January 18th meeting met quorum.

Ian Dutka motioned to approve the Minutes, seconded by Meagan.

VOTE: yes - all in favour. Motion carried.

4. Update

● **Bylaws - President**

- Bylaw revisions are pending legal opinion and registration.
- AGM Scheduled for October 4, 2026
- Upcoming meeting on Thursday to get an update on the bylaw registration process. We should find out by the end of February.
- If approval is not received, the association may need to fold, but we will continue the operations as is to avoid significant impact on the program and kids involved.

● **Operations - Operations Director**

Indoor 25/26

- Indoor and outdoor team schedules were reviewed, noting upcoming tournaments and venue bookings. No issues identified
- Coaching compensation for dual-team head coaches was discussed highlighting potential conflicts.
- Decision: Assistant coaches can be compensated for hotels if they are stepping in as head coach, otherwise there will be no changes. The policy must apply uniformly to all coaches and assistant coaches.
- Tier 4 teams require qualified coaches otherwise there will be no teams without them.
- Shortage of qualified coaches continues to be a concern

Policies

- Coaches have expressed reluctance to continue with the new policies due to parent interactions and staffing challenges. Parents worry that splitting teams into A & B will lower morale and create unequal winning chances.

- Coaches must not base player decisions on parental harassment.
- President advised shutting it down right away, parents should be redirected to the policies
- Conflict Resolution and Coaching
 - Board to improve communication with subject members and staff regarding disciplinary processes to alleviate concerns and explain outcomes.

Rebuilding Girls Team and Recruitment

- Switching from co-ed to girls-only division attracted additional sign-up immediately.
- Past bullying and drama caused many girls to leave; efforts are underway to welcome them back.
- Have a girls-only drop in night to increase participation.
 - Coaching responsibilities will be handled by existing staff, with potential of external coaches.
 - The initiative aims to stabilize team numbers and improve girls' development

Team Structure

Team transfers, tier Concerns, tier Assignment, Competition Structure, tier-four Assessment and team Structure were discussed to make sure everyone was on the same page and noted to refer to the policies if needed

Storage and Equipment.

- Option to build a 10x10 storage shed at \$5/sqft versus renting space.
- Liability insurance coverage of \$2 million was confirmed for all equipment
- Ball prices were compared with prices ranging from \$18-\$32
- Coaches will store training balls in the shed, reducing per-coach purchases
- Net purchases will be postponed until a shed is available to avoid theft and reduce costs.
- Jerseys will be ordered in multiples colours and sizes, with a mix of pink, blue and rainbow options to prevent stockpile issues for the Timbits
- New brighter pink indoor jerseys are pre-ordered, with existing stock to be distributed while awaiting the updated designs

Tournament Registration and Team Tier Adjustments

- Registration delays caused teams to miss spots, forcing a waiting list review
- Teams were moved to higher tiers to avoid playing stronger opponents
- Directors are exploring strength conditions, and nutrition programs for players

Program Development and Logistics Update

- Communication with organizers remains inconsistent, leading to frustration among teams.
- The club may offer rotating activity packages for kids, including yoga, to attract more participants and involve parents.

Financial - Treasurer

Budget

- Signed financial statements to be posted to the website (**Latoya, Caitlin**)
- The club plans to set aside a reserve for recurring equipment needs each year to mitigate

unexpected losses and maintain financial stability.

- Coach Payment Distribution and Form updates
 - The head coach pay will be split between Brian and Karl for their respective periods.
 - Assistant coach Beth will receive payment as an assistant, not head coach.
 - All Directors must send the season-end payment form to coaches promptly
 - **Treasurer** to update payment forms for coach/assistant and will be posted on the website and **Ian** will share via Google Docs
 - Future spreadsheets will include formulas to calculate accurate coach compensation.
- Ball Costs - Management
 - Coaches receive ball packs and must return them at season end.
 - A signout sheet will trace ball usage and enforce accountability.
 - Balls will be stored at the association to reduce household clutter
 - Stamping balls with the club logo will aid in inventory control.
 - Coaches will use a shared storage shed with individual lockers for personal gear
 - **Equipment** manager asked to increase the equipment budget by \$6,900 to make it \$8,000 to purchase balls and equipment for the outdoor season. The motion is to increase the equipment (line amount) from \$25,000 to \$33,000.

Caitlin Motioned to increase the budget to \$33,000, seconded by **Candice**

VOTE: yes - all in favour. Motion carried.

Treasurer Position

- Current treasurer departing March, 31st, 2026
- New Candidate identified, will be appointed after Board vote.

Casino Update

- A separate Casino bank account will fund capital purchases, pending approval.

5. Other Business

- Indoor Facility
 - Preliminary Consideration underway, no decisions made.
- Coaching Development
 - Efforts are underway to secure C-level coaching licenses for qualified staff
 - Association funding available for coaching development (including C and B Licenses)
- Alberta Summer Games
 - Discussions on Fort Mac Teams leading to Lakeland seeking to field more teams for the Alberta Summer Games
- Association Merchandise
 - Whimsical Designs will be the main Merchandise provider.

6. Adjournment

- Meeting adjourned at 9:13pm

