

Cold Lake Soccer Association
Executive Meeting Minutes

March 4, 2025



Call to Order at 6:05 pm

Roll Call: Renato Duarte, Josh Correia, Meagan Debney, Latoya Waters, April Simard, Shannon Peters, Caitlin Todaro, Ian Dutka, Evan Sudul, Andrea Williams, Frank Mayer, Danielle Syrek, Cindy Ball

Regrets: Darren Robson

Missing: Brittany Rieder

Quorum achieved.

1. Review/Approval of Agenda

Motion to approve agenda with addition of Challenger Sports outstanding fees by April Simard, seconded by Caitlin Todaro.

VOTE: yes - all in favour. Motion carried.

2. Approval of Previous Minutes

Motion to approve minutes of 3 part meeting dated February 2, 6, 8, 2025 by Josh Correia, seconded by Meagan Debney.

VOTE: yes - all in favour. Motion carried.

3. President discussion of Letter and Survey

-survey to be reviewed by Lakeland Soccer President and Executive Director and Cold Lake Soccer Vice President

-intent to poll membership to see level of interest for changes made for new direction of club

-can we remind members to check their email for the important email regarding the survey, post on

website and Facebook page, **Latoya**

4. Outdoor Season 2025

a. Updates on registration

i. Reminder that registration is open should go out, **Latoya**

b. Facilities

i. Some fields need to be utilized for multiple age groups

ii. Needs numbers to figure out timing

iii. Frank will start working on schedule

iv. Working document on Google Drive with registration numbers

c. Assessments

i. In order to advise parents which level their child should play at to best develop their soccer

- skills
 - ii. House league no assessment needed
 - iii. If want to move age groups informal assessment
 - iv. Lakeland league requires assessment with advisement
 - d. Equipment
 - i. Email from Darren received with information re: stock and dates
 - ii. Budget has been approved with equipment amounts so Darren can order without coming back to board
 - e. Referees
 - i. Course March 8th
- Cindy stepped out at 7:15 pm
Latoya left meeting at 7:15 pm
- f. Tournaments
 - i. Ian sent email out with outdoor tournament dates/info
 - ii. Ian will send out his three recommended tournaments to choose from when receives all information; club will choose one tournament for all teams to attend together
- Cindy returned at 7:21pm
- g. Schedules
 - i. Lots of questions received re:5pm start, Frank will work on starting at 5:30pm when able
 - ii. Questions re: July soccer
 - iii. FunFest July 25-26 to end season
5. Governance Discussion
- a. By-law, policy, procedure for the next meeting
 - i. By-laws version 10 to be reviewed for Saturday meeting
 - ii. Need policies that are referred to in by-laws to be completed
 - iii. Approved policies need to be signed, **Renato, Ian to email**
 - b. Executive structure
 - i. Think about structure, look at clubs of similar size, to be discussed after outdoor started and before indoor planning
- Cindy left at 7:53pm
6. Ponoka Storm example
- Look up this club, good reference for new structure trying to put in place
7. Challenger Sport outstanding fee
- 14K invoice sent, expecting 11K
 - **Caitlin** will email Challenger re:payment for 9 weeks of service, remaining weeks Challenger can discuss with Lakeland but not CLSA responsibility
8. Round the room
- Term Lakeland league confusing to some, teams that play games in the Lakeland league
 - Exhibition games with out of province teams (Lloyd); responsibility to pay out of province fees would be on team, cannot interfere with regular games, exhibition games for those who are interested and not a requirement for players
 - Manager role description? **Meagan** has one to share
 - U17 can play in adult league, 16 and over
 - Fundraising Director, needs to be on website; **Latoya**
 - coach/manager payments: T4A will need to be sent, contracts, insurance? Waivers? Needs to be formalized. ASA insurance policy needs to be reviewed.
 - Advertising money left, advertise that registration is open; **Latoya, April/Shannon**

- Appreciation of having registration open for 6 weeks and no waitlist heard from members

Evan left meeting at 8:34pm

- Handling of yellow and red cards require a policy to be in place
- Financial update to be brought to Saturday's meeting
- Caitlin canceled remaining bingos, people scheduled to work have been notified, bond cheques will be returned
- Discussion of when teams ending season, why difference?
- VP tracking 2 disciplinary
- VP has been doing U5 Director role and needs to be filled

8. Conclusion and Action Items

Next meeting March 8, 2025. Meeting adjourned at 9:32 pm.

Recorded and submitted by Andrea Williams, CLSA Secretary.