

# Cold Lake Soccer Association Executive Meeting Minutes

March 8, 2025



Call to Order at 6:18 pm

Roll Call: Renato Duarte, Josh Correia, Latoya Waters, April Simard, Shannon Peters, Caitlin Todaro, Ian Dutka, Andrea Williams, Frank Mayer, Danielle Syrek, Darren Robson, Meagan Debney (arrived at 7:22 pm)

Missing: Brittany Rieder, Evan Sudul, Cindy Ball

Quorum achieved.

## 1. Review/Approval of Agenda

- By-laws, Policies, Procedures

Frank Mayer motioned to approve the agenda, seconded by Ian Dutka.

VOTE: yes - all in favour. Motion carried.

## 2. Discussion

- Registration, age groups, budget, meetings

## 3. By-laws, draft 10 review

Main points to review from By-Law Committee:

- By-law committee does not want to remove "auditor", look at Lakeland Soccer, other soccer clubs to see how utilized
- Definitions 1.3 (d) - auditor needs better clarification, Lakeland Soccer 2.1 (e)
- Remuneration, very different from previous by-laws, discussion could define what 1 unit of compensation is, by-law needs to allow club to operate in new framework, policy and procedures need to explain how

Meagan Debney arrived at 7:22 pm

- Recommended to go with current wording of 8.11; re-worded/cleaned up, add sentence re:staff, Lakeland Soccer Article 21, 21.1 and 21.2

Article by Article Review:

- 1.3 Auditor - all agreed on update
- 8.5 Financial Oversight - all agreed on update
- 8.11 Remuneration - all agreed on update
- Article 9 - new article "Staff" - all agreed on update
- Date adopted will need updating once complete

Frank Mayer motioned to accept these by-laws and to present to membership on March 30, 2025 at the Special Meeting, seconded by Meagan Debney.

VOTE: Yes - 9, No - 0, Abstained - 1

Motion Carried.

#### 4. Discussions/Round the Room

- Name change, legal name CLMSA so in by-laws needs to be this, operate as CLSA and change legally after by-laws adopted
- Policies and Procedures
  - 8 approved plus Mission, Vision, Values
    - Athlete Protection Policy
    - Code of Conduct and Ethics
    - Code of Conduct to Protect Children
    - Diversity, Equity, and Inclusion Policy
    - Safe Sport Policy
    - Screening Policy
    - Social Media Policy
    - Team Names and Logos Policy
  - Complaint, Conflict Resolution, and Disciplinary Policy on website, needs updating
  - Dress code, falls under code of conduct
  - Bring policies grouped under headings to March 30th meeting to show membership
  - Use Lakeland Soccer, ASA as much as possible for policies that exist
  - Meet March 20th 6-10 pm upstairs boardroom to review policies
- Financial statements
  - 2023 and 2024 financial statements sent to executive by email
  - Would like to post on website, needs signing and then send to Latoya for posting
  - Caitlin will make a recommendation in writing and then President or Vice President will sign
  - Caitlin will also update financials in this email for board to concur on closing TD bingo account
  - Darren will reach out to former board members that hold the signing authority on TD bingo account
- Review and approval of March 4, 2025 meeting minutes

Josh Corriea motions to approve the minutes of the March 4, 2025 CLSA Executive Meeting, seconded by Meagan Debney.

VOTE: yes - all in favour. Motion carried.

- Survey Results
  - 90% yes, 142 people took survey
  - Josh will write an email to send to membership
- Letter from Lakeland Soccer re: Lakeland Cup conduct
  - Letter to be sent out to membership, Renato will send to Latoya to send out

#### 5. Conclusion and Action Items

Meeting adjourned at 8:42 pm. Next meeting March 20, 2025 at 6 pm, Cold Lake Energy Centre upstairs boardroom.

Recorded and submitted by *Andrea Williams*, CLSA Secretary.