



KESA Minutes of May 29, 2023

Location: Moir Park @6:30pm

In Attendance: Lisa Carlson , Jen Nelson, Michael Reilly, Nicole Fulton, , Rob McKenzie, Paul Tomuik, Terra Wilson, Molly van Leusden, Leah Welch, Melanee Sandberg, Monica Blackmore, Mike Robinson, Tina Featherling **Missing:** Kerstyn Kilbourne, Chuck Downie, Will Feria

1- Call to order @ 6:31 pm

2- Adoption of Agenda: Motion by Jen, 2nd by Terra

3- Adoption of Minutes: April 17, 2023, meeting – Motion by Rob, 2nd by Jen

4-Correspondence: none

5-Financial Report: Tax returns, need Sage backup for previous years, apply for GST number, need to start charging GST for all Dome rentals. Tina to register for GST number, Admin to add GST on website to Dome rentals, waiting on new Whitecaps contract and \$50,000.00 set aside for payment of that.

KEYSA: \$174,427.58

DOME: \$34,901.79

Emergency Acct: \$30,157.17 Gaming: \$1,123.99

6. Business Arising From Minutes

6.1 Dome Sponsorship – We are still in need of signs for the Dome. Rob is working on this, if anyone knows anyone that would like to purchase a sign to hang in the Dome to contact Rob. Rob to fix signs in Dome. Kambi and Fabrite to pay for sign renewal still.

6.2 REP/District Update: District put apology on website due to procedure error regarding a suspended coach. ITP sports meeting with Mike and Lisa to discuss suspended coach and disciplinary procedure. District Boys Team has a buy in for Provincials.

6.3 Trophy Cabinet for Dome: Rob looking after the cabinet being built and sponsorship for the cabinet in place

7. New Business

7.1 Board Job Descriptions: Board members to reach out if help is needed, especially during the busy times of your positions. Some positions are seasonal and some are on-going.

7.2 Field Lining: *Lisa put forth a motion to buy another paint lining machine and put lining budget up to \$6000.00, 1st by Michael, 2nd by Monica.* Michael to order machine from Cloverdale, and purchase more paint and a dolly for the paint. Parents and Coaches came out to help with the lining. Need to try and get communication out there for lining fields so people have time to coordinate schedules and come help. It is a big job and many hands are required to help.

7.3 Cory Cameron amended contract for Dome usage: Mike to contact Cory with amendments, and Admin to deal with hrs and invoicing with gst added.

8. COMMITTEE REPORTS

8.1 Chair Report – ref scheduling, tournament scheduling, scheduling playdowns

8.2 Vice Chair/Indoor Facility Report – KESA to add Logo on outside of Dome, Mike dealing with quote and design, New Dawn adding logo and Farley group will be adding them to the Dome outside.

8.3 Rep/Dev Report– Clarification needed for who makes decisions on cancelled practices due to weather, spraying, etc., Stat holidays – no fields available, Need to give at least 1 hr notice prior to practices of cancellation. Have policy on website so everyone knows. RAMP App need feedback regarding what we will use next season, need to give it time to get used to it. Need to clarify: Equal playing time compared to Field time, BC Soccer guidelines and coaches and managers need to communicate that to families. At Managers/Coaches meeting, explain the manager's job in more detail, a write up of required tasks for the season, so they have a check list to know they have done everything and the date it should be done by. Maybe a biweekly managers meeting, managers/coaches survey to go out after season is complete.

8.4. House Report– Chuck and Kerstyn away.

8.5. Equipment/Lining Report– see above for lining update

8.6. Concession Report – Tina has concession stocked, will refill as needed

8.7. Sponsorship Report– sponsorship for Trophy cabinet in Dome

8.8. Tournament Report- KRC tournament coming along, looking for graphics for electronic sign, working on schedule for teams, ordered hoodies, some last minute teams registering and cancelling.

8.9. PR Report – will be adding House sponsors to website for team sponsorships

8.10. Adult League: Jovon inquiring about an Adult League mini tournament , maybe end of June.

8.11. Administration Report –

8.12. Technical Director Report–

8.13. REF Report- Lisa and Paul to work on the ref schedule on RAMP for KRC tournament

9.Board Inquiries – none

10. Next Meeting Date: June 26, 2023 @ 6:30pm : Moir Field

11. Motion to Adjourn: 8:11 pm Motion by Nicole, carried.

Chair, I Hereby certify these minutes are correct.