

Medicine Hat Soccer Association

Board Meeting Minutes

April 13, 2015

Present: Sara Bohnert, Dawn Lake, Ron Simon, Jeff Vangen, Carla Bennett, Trevor Copeland, Joey Gentile, Hugh Lehr

Staff: Nanette Newton

Absent: Theresa Hardiker, Rachelle Milton

Guests: Tara Chisholm and Derek Whitson

Next meeting: May 11, 2015, 6:30 pm, MHC

Action Item

1. **Call to Order:** 6:40 pm by Jeff Vangen.
2. **M44 - Motion to approve the agenda as amended to include resignations. Moved by Dawn, seconded by Joey, carried.**
3. Presentation from Tara Chisholm and Derek Whitson with Medicine Hat Adaptive Sport and Recreation on their Soccability date. MHSA agreed to provide any required equipment on request to help with the date, will advertise the date on the MHSA website and will try to help get volunteers if needed. Tara will notify MHSA of what equipment and volunteers will be needed for the date. Tara will provide a copy of the poster to MHSA to be shared.
Secretarial note: Tara and Derek left the meeting following their presentation.
4. **M45 – Motion to approve the March 2, 2015 MHSA board of directors meeting minutes. Moved by Sara, seconded by Joey, carried.**
5. **M46 – Motion to approve the March 19, 2015 MHSA board of directors meeting minutes. Moved by Carla, seconded by Joey, carried.**
6. **M47 – Motion to approve the March 23, 2015 MHSA board of directors meeting minutes. Motion tabled until May board meeting pending further information be provided by Jeff regarding coaching appointment letters.**
7. Matters arising from March 2, 2015 MHSA BOD meeting minutes:
 - a) Joey, Sara and Sam Griffin met with Kristina. Agreed that MHC will run co-ed league to start with. MHSA will support this in aiding to advertise the program through MHSA website with information provided by Kristina.

Sara to finalize and have March mtg minutes posed as soon as practical. Sara to finalize and have March mtg minutes posed as soon as practical. Jeff to provide copy of coaching appointment letters to all board members. Sara to add agenda item for March 23 mtg minutes at May meeting.



- b) Jeff will clarify with Jim Loughin if technical committee as proposed in agreement with MHC will encompass MHSa in entirety or just the RASC program. Technical development committee waiting for this response to proceed. *Jeff follow up with Jim and report back*
- c) Proposed tournament team by Kara Brake will fall under the RASC program. They will be classified as a tournament team. This will need to be clearly identified for registration purposes.
- 8. Matters arising from March 19, 2015 MHSa BOD meeting minutes: *Jeff*
 - a) Asked for an update on the agreement with MHC and asked for documentation to be provided to board for review prior to final sign off.
- 9. Matters arising from March 23, 2015 MHSa BOD meeting minutes: *Jeff, Dawn and Theresa*
 - a) The coach selection policy and removal policy will be revised and presented at the May BOD meeting.
 - b) Asked that Jeff circulate final signed version of contract for services with Jim Loughlin. *Jeff*
- 10. a) Discussion surrounding information provided by referee assignor. Jeff will speak with referee assignor regarding provided information and ask that a formal document be sent to the association. *Jeff*
 - b) Board indicated it needs to keep the roles of assignor and arbiter clearly separated and defined.
 - c) Board discussed establishing an annual referee scholarship for post-secondary education. The arbiter would sit as a member on the selection committee. Discussion to be continued.
 - d) Jeff will speak with the referee executive to provide a name for nomination as the DRA to be submitted to ASA. *Jeff*
- 11. **M48 – Motion to accept Rachelle Milton’s resignation. Moved by Dawn, seconded by Ron, carried.** Jeff will speak with Rachelle as to what may be posted in regard to her resignation from the BOD. Joey offered his assistance with verbiage for anything that may be provided in writing to be posted. *Jeff*
 - a) Discussion ensued in regard to what equipment director portfolio items needed immediate action. Nanette indicated bags for all age groups and leagues needed to be prepared for the outdoor season, Trevor agreed to lead this. Joey volunteered to install nets at crescent heights field. Any expenses incurred with prepping equipment for the outdoor season will be compensated by the association. *Trevor and Joey with help from entire board*
 - b) The goals at Gilwell need to be installed. Will need to find volunteers to help with this. Nanette to contact city to get official answer as to if these nets need to be removed every year or if they can be left as a permanent fixture. Nanette will coordinate the install. *Nanette with help as requested*
 - c) The nets at the field house need to be taken down.
 - d) Nets currently at Sports Connection need to be moved to a storage location until the indoor season.
- 12. Office Manager report as presented (attached as appendix): *Sara prepare amended document*
 - a) Proceed with finalizing MOU with sports connection. Sara will prepare an amended version. Ask that all comments be to Sara by Friday April 24.



13. Treasurer report as presented (attached as appendix):
- a) As of March 31 surplus of \$139 618.79 in bank account. Carla said to keep in mind that does not include any expenses for the outdoor season yet.
 - b) Agreed that budget updates will be posted to MHSA website quarterly.
 - c) Asked that the approved budget policy be posted to MHSA website.' *Sara/Nan*
 - d) Question regarding TDC as in appendix to be discussed at executive committee meeting. *Jeff*
Jeff to call an executive committee meeting.
14. Vice President report as presented (attached as appendix):
- a) Roles and responsibilities were reviewed for vice president position and at this time do not see any required changes. Changes may be required following finalization of agreement with MHC.
 - b) **M49 – Motion to appoint the President of MHSA as the responsible Board Member for the RASC Program to ensure alignment with the Board Member Job Descriptions and the contract signed with Jim Loughlin.** *Sara add as agenda item to May mtg.*
Motion tabled until May meeting.
Secretarial note: Carla left the meeting at this point.
15. Secretary report as presented (attached as appendix): *Sara amend doc.*
- a) Sara will edit sanctioning document and break it down into sections and include sanctions from ASA as noted for summer classic tournament and 7 aside tournament. *Joey and Nan send Sara copy of ASA sanctioning doc*
16. Senior director report as presented (attached as appendix):
- a) RASC teams will be made aware of opportunity to run concession at 7 aside tournament. *Dawn*
 - b) Agreed that Jeff will call a special BOD meeting to discuss personnel files and other administrative items including board conduct. *Jeff*
 - c) Joey asked that the follow up recommendations from the senior town hall be kept as a running item. Sara will add this as a running item under the senior director agenda items. *Sara*
17. Mini director report as presented (attached as appendix):
- a) Only one individual showed up for the mini town hall. Hugh indicated they had a good discussion and his feedback was positive.
 - b) Hugh is looking for help with U4 program. Ideally would like volunteers able to commit for entire program to allow for consistency week to week.
 - c) Hugh proposed recognition of an association member as an officer of the board for their assistance with the mini program. Discussion tabled and to be continued at next BOD meeting in May. *Sara agenda item for May under mini*
18. Minor director report as presented (attached as appendix):
- a) The prepaid cc has been received.
 - b) U10 and U12 festivals will be held June 6 at FLC.
 - c) Trevor will hold the minor town hall either a Saturday or Sunday in May. *Trevor*
 - d) **M50 – Motion to amend the world cup league guidelines as follows: At all times a minimum of two female players must be on the field. In the event that a team does not have enough female players present to allow for two on the field, said team must play short either one or two players dependent upon the number of females on the field. For example if no females are present the team must play with 9. If only one female is** *Nan/Trevor to notify referees of rule change for league*



on the field the team must play with 10 players. A male player may not be substitute on for a female player the ratio of a minimum of 2 females to 9 males must be maintained at all times and when it cannot the team must play short to the appropriate number of players to keep the ratio 2:9. In other words at no point can more than 9 male players be on the field. Moved by Trevor, seconded by Joey, carried.

19. Communication director report as presented (attached as appendix):

- a) Will have changes to job description prepared for May meeting for discussion. Ron asked for board involvement in this process.
- b) Suggested that Ron contact ASA regarding their suggestions for a successful coaching retention program. In communications with other associations have found that coach retention events surrounding a family activity are most effective.
- c) In discussions with other associations such as baseball regarding field maintenance this is a cost each association has taken upon themselves.
- d) Asked that a standing item be added to the agenda in regards to updates on discipline committee activity.

Ron

Ron

Sara to add agenda item

20. Next meeting to be held May 11, 2015, 630pm at MHC (room to be confirmed).

Nan – room confirmation

21. **M51 – Motion to adjourn at 10:50pm. Moved by Sara, seconded by Dawn, carried.**

Sara prepare draft minutes for distribution

Board minutes approved (date): June 1, 2015

Signature: *Sara Bohnert*

MHSA, Secretary, Sara Bohnert

