

Board Meeting Minutes

June 1, 2015

Present: Sara Bohnert, Dawn Lake, Jeff Vangen, Carla Bennett, Trevor Copeland, Hugh Lehr, Theresa Hardiker

Staff: Nanette Newton

Absent: Joey Gentile (with regrets), Ron Simon (with regrets)

Guests: Sam Griffin

Next meeting: July 13, 2015, 6:30 pm, MHC

Action Item

1. **Call to Order:** 6:34 pm by Jeff Vangen.
2. **M52 - Motion to approve the agenda as amended to include tresasurers report. Moved by Dawn, seconded by Carla, carried.**
3. **M47&53 – Motion to approve the March 23, 2015 MHSA board of directors meeting minutes. Moved by Carla, seconded by Sara, carried.**
4. **M54 – Motion to approve the April 13, 2015 MHSA board of directors meeting minutes. Moved by Dawn, seconded by Carla carried.**
5. Matters arising from April 13, 2015 MHSA BOD meeting minutes:
 - a) Jeff was unable to meet with Jim to discuss MHC agreement or technical committee structure and way forward. Jeff indicated that he thought Jim was working on the terms of reference for the technical committee. Sara raised a concern over the long delay in the amount of time it has taken to have the agreement finalized with the MHC. Originally were reassured that something would be in place for end of April. Concern raised over the increased expenditure of continuing to have Jim on contract, can we afford this as an association?
 - b) Requested that a final version of Jim's contract be sent out. Jeff delegated this to Nan.
 - c) Jeff had not yet spoken with Rachelle in regard to her resignation.
 - d) Jeff met with the ref assignor whom has indicated interest in taking on the role of DRA. Jeff asked that Rick/Ref executive indicate in a letter to MHSA they support Rick as DRA.
 - e) Still have not found a replacement for the referee director position.
 - f) Dawn had sent the coach selection and removal policy to Jim for comment and feedback she has yet to hear back from him. Jeff indicated he will meet with Jim to discuss this policy document.

Sara to finalize and have mtg minutes posted as soon as practical.

Sara to finalize and have March mtg minutes posed as soon as practical.

Jeff to meet with Jim and update

Nan to send out copy of contract.

Jeff meet with Jim to discuss and update.



- g) Jeff to schedule a bylaw committee meeting with Theresa and Dawn. Jeff requested to propose dates via email to set up. *Jeff setup bylaw committee meeting.*
- h) **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.** Motion tabled again until July meeting.
6. New Business
- a) Discussion raised regarding reconciling payment of referees and game sheets handed in. Need to outline MHSA concerns as well as referee concerns. Jeff will speak with Rick and ref executive to see where the referees are coming from. Opinion of the board that all refs should be responsible for handing in game sheets in order to be paid. *Jeff speak with Rick and ref executive to update.*
- b) Sam raised concern over continued use of McCoy field when city and school board had indicated that due to the state of the field they shut it down for the season. Ladies league is currently looking for another location to play at (this could possibly be one of the leisure centre fields). Nanette will follow up with the city and provide a clear answer as to use of McCoy or an alternate field for the remainder of the season. Jeff indicated that no teams should be using McCoy for games or practices if this is what has been stated by the City and School Board. *Nanette to follow up with city and then distribute info to appropriate parties.*
- c) Sara suggested paying for referee kits (shirts, etc) to try and entice more refs to sign up.
7. Office Manager report as presented (attached as appendix):
- a) Nanette attended ASA meeting and reported that goalkeepers will be required to have available three different colored pairs of socks. If a team being awarded a medal does not stay for the medal ceremony and does not notify ASA that they will not be attending the medal ceremony they may be fined. Nanette will confirm if this applies to senior league competitions also and if so ensure that the senior director is made aware. *Nan, confirm if applies to senior competitions and notify Joey*
- b) Sara will make the final formatting and grammatical changes to the MOU agreement with sports connection. **M55 – Motion to approve the agreement with sports connection incorporating the changes discussed for a period of two years from the date of signing. Moved by Dawn, seconded by Theresa, carried.** *Sara to finalize document and send to Nan to have signed with sports connection.*
- c) Jim has requested purchase of 32 new RASC jerseys at a cost of \$2500. Sponsorship in place to cover this amount. MHSA will support this purchase and would like to extend extreme gratitude to the anonymous sponsor and Alberta Physiotherapy. *Nan, purchase jerseys and put thank you on website for sponsor.*
- d) Additional jerseys required for RASC (to top up missing or damaged jerseys) will be paid for out of the game supplies-outdoor line item.
- e) Nanette would like to remind all RASC coaches and managers that it is the responsibility of each teams head coach or manager to vet receipts prior to being submitted to the office for reimbursement.
- f) Nanette indicated that there is approximately \$4000 of old RASC gear leftover. Board agreed that this gear will be offered at a discount of 50% to team managers.
8. President report as presented (attached as appendix):
- a) Jeff indicated he would still like to hold an AGM to address any bylaw amendments. Date will be set at the July meeting. *Sara agenda item*
- b) Jeff to schedule an executive committee meeting. *Jeff propose exec mtg dates*
9. Vice president report as presented (attached as appendix)



10. Secretary report as presented (attached as appendix):

- a) Tournament has been cancelled due to very poor registration numbers. This was a consensus decision by the tournament committee. Sara suggested trying to host an indoor tournament once we have access to the new building.
- b) Sara recommended that a letter be sent to the city regarding user fees. Need a copy of the joint use agreement.
- c) Sara recommended that a follow on letter be sent to the city regarding FLC expansion.
- d) Sara suggested nominating Tara with Medicine Hat Adaptive Sport and Recreation for Prime Ministers Volunteer Award.

*Sara draft letter for board review.
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Sara and Hugh will work on this.*

11. Treasurer report as presented (attached as appendix):

- a) Requested that Jeff find out where PDC money is coming from. Jim's contract of up to \$5000 per month has to include money required for PDC. The only other funds budgeted for coaching was GK funds.
- b) A line item will be added for "future of soccer" to aid with jersey and equipment replacement over time. \$5 per each house league player will be allocated and \$10 per each RASC player will be allocated.
- c) **M56 – Motion to approve amended budget up to an including 3rd quarter review. Moved by Carla, seconded by Sara, carried.**

Jeff clarify PDC funds.

Sara will send amended budget to office to post.

12. Senior director report as presented (attached as appendix):

- a) Concern raised over state of change rooms at CHHS. Nanette has been in contact with the city in regard to this.

13. Mini director report as presented (attached as appendix):

- a) Recommended excess equipment be donated to city schools following completion of inventory after outdoor season is completed.
- b) Grassroots fundamentals festival was well attended. Received \$2000 grant for this. Money will be used for game supplies and future festivals.
- c) Recommended that a festival format be incorporated at the U8 age group every 4th session.

14. Minor director report as presented (attached as appendix):

- a) Needs to update and increase supply of first aid kits for all teams. Will contact Fox Safety regarding sponsorship related to this.
- b) Will start giving away excess Tim Hortons goodies in the hut.
- c) Requested that prior to a newsletter being distributed board and office are solicited to determine if they would like to include any content.

15. Next meeting to be held July 13, 2015, 630pm at MHC (room to be confirmed).

*Nan – room confirmation
Sara prepare draft minutes for distribution*

16. **M57 – Motion to adjourn at 9:13pm. Moved by Theresa, seconded by Sara, carried.**

Board minutes approved (date): September 14, 2015



Signature: *Sara Bohnert*

MHSA, Secretary, Sara Bohnert

2015/06/01

