

Medicine Hat Soccer Association

Board Meeting Minutes

September 14, 2015

Present: Trevor Copeland, Sara Bohnert, Garth Firman, Theresa Hardiker, Dawn Lake, Carla Bennett, Jeff Vangen, late arrival Hugh Lehr and Joey Gentile

Staff: Nanette Newton

Absent: Ron Simon (with regrets)

Guests: none

Next meeting: September 14, 2015, 630pm, MHC

Action Item

1. **Call to Order:** by Jeff Vangen at 6:40pm
2. **M72 – Motion to approve agenda as amended to include discussion on setting AGM date. Moved by Dawn, seconded by Carla, carried.**

3. **M73 – Motion to approve the June 1, 2015 minutes as presented. Moved by Dawn, seconded by Theresa, carried.**

Sara to prepare finalized minutes to be posted to website.

M74 – Motion to approve the July 13, 2015 minutes as presented. Moved by Garth, seconded by Carla, carried.

M75 – Motion to approve the August 24, 2015 minutes as presented. Moved by Theresa, seconded by Dawn, carried.

4. Matters Arising

- a) Trevor will follow up on completing a survey for minor age group (from July 13 minutes)
- b) Tabled motion 49 – Jeff will get back to Dawn by the end of the week on coaching appointment and removal policy.
- c) An SGM will not be held prior to the AGM for bylaw amendments due to lack of time. A few bylaw changes will be presented at the AGM. Jeff, Dawn and Theresa will meet to go over these proposed bylaw changes, Jeff to schedule this meeting. Results of meeting will be distributed to board for review for October meeting.
- d) The outdoor 2016 fees will be set based on the budget.
- e) Garth has a letter prepared to name Rick as DRA. This letter needs to go to the ref executive prior to coming back to the board.
- f) Revised RASC budget was tabled until the October meeting. Need to have RASC and house budgets completely separated. Suggested separate bank accounts and possible general



- ledger separation and at a minimum excel sheet separation.
- g) MOU with Jim re:RASC presented in Jeff's report as attached.
 - h) Nan and Jeff will attend that ASA special meeting in November.
 - i) **M76 – Motion to hold MHSA AGM November 17 at 7pm. Moved by Dawn, seconded by Theresa, carried.** Packages for AGM are due October 26 to office. Agenda for AGM will be presented at October meeting

5. New Business

Additional coaching recommendations:

M77 – Motion to appoint Travis Hyde as the U18 Boys RASC coach for the 2015/2016 indoor season and the 2016 outdoor season. Moved by Dawn, seconded by Carla, carried.

Nan – issue letters to coaches.

M78 – Motion to appoint Jim Loughlin as the U14 Boys RASC coach for the 2015/2016 indoor season and the 2016 outdoor season. Moved by Dawn, seconded by Theresa, carried. (Note require Jim's criminal record check).

Looks as though there are enough numbers for a second U12 boys team. Dawn will discuss with Jim as to how to proceed with this.

6. Office Manager Report

- a) Report submitted as attached
- b) The goals can be left in, however the city indicated that if any are damaged or stolen it will be MHSA responsibility to have them replaced.
- c) Suggested that yearly a child's registration fees be covered in honor of Dominic Rooney. More to come on this at October meeting.

Sara – agenda Oct

7. Referee Director

- a) Jeff will forward Garth prior communications regarding arbiter pay. Increase is planned as discussed pending approval of budget.
- b) Jeff will forward Garth the disciplinary process to be followed. Garth will share this with the referees association asking for constructive feedback.

Jeff to contact Ron.

8. Minor Director

- a) Report submitted as attached.
- b) **M79 – Motion to appoint Darryl Getz as equipment director until AGM in November. Moved by Trevor, seconded by Theresa, carried.**

Nan – room confirmation

9. Senior Director

- a) Report submitted as attached.
- b) Technical committee terms of reference presented. Feedback with suggested changes to document to be provided to Hugh, Joey and Jim prior to end of day Friday. Motion to be tabled to October meeting.

Sara – oct agenda item

10. Treasurer

- a) Report submitted as attached.
- b) Noted that the office will require new computers very soon.
- c) Budget tabled until October meeting.

11. Vice President



- a) Report submitted as attached.

12. President

- a) Report submitted as attached.
- b) Require a policy to be developed on tryout regulations for multisport kids.
- c) **M80 – Motion to refund late fee to those that signed up at fieldhouse on September 8. Moved by Trevor, seconded by Garth, carried.** (Note Joey and Dawn abstained.)
(Joey arrived at meeting and Theresa departed)
- d) Players, parents and coached codes of conduct need to be updated. Jim will make changes to the documents and send out via Jeff to board for approval at October meeting.
- e) **M81 – Motion to approve contract document with Jim Loughlin as presented and amended at the September 14, MHSA BOD meeting in line with the proposed /amended RASC budget presented at the August 24 MHSA BOD meeting. Moved by Sara, seconded by Carla, carried.**
(NOTE – RASC budget still needs to be approved)
- f) Jeff to schedule an executive meeting.

13. M82 – Motion to go in camera. Moved by Sara, seconded by Dawn, carried.

Following discussion regarding staff out of camera.

M83 – Motion to increase office manager salary to \$45 000/year retroactive from September 1, 2015. Moved by Sara, seconded by Dawn, carried.

(Note an annual review of staff was completed by Jeff and Sara with Office Manager in August)

M84 – Motion to allocate \$1500 per year for professional development for the Office Manager. Moved by Joey, seconded by Trevor, carried.

(Note classes should be approved prior to registration by MHSA executive. Additional courses may be requested by Office Manager once \$1500 has been spent and may be approved pending MHSA BOD discretion and available funding)

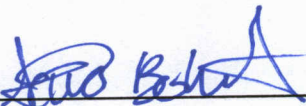
M85 – Motion to increase Sam Hirsch’s wage 3%/hr retroactive from September 1. Moved by Sara, seconded by Joey, carried.

Additional hours for Sam Hirsch are at the discretion of the Office Manager as needed.

14. M86 – Motion to adjourn at 9:54pm. Moved by Sara, seconded by Trevor, carried.

Sara prepare draft minutes for distribution.

Board minutes approved (date): October 19, 2015

Signature: 

MHSA, Secretary, Sara Bohnert

