

Medicine Hat Soccer Association

Board Meeting Minutes

December 11, 2017

Present: Jeff Vangen, Hugh Lehr, Darryl Getz, Dwayne Alves, Trevor Copeland, Lauren Bueckert, Dean Studer, Ryan Landreville(7:05pm)

Staff: Nanette Newton, Allan Siwela

Absent:

Guests: Barb Dolter

Next meeting: Jan. 8, 2018 7:00pm Stantec

Action Item

1. **Call to Order:** by Jeff Vangen at 7:00pm
2. **M223- Motion to approve agenda:** Moved by Dwayne Alves, seconded by Darryl Getz, carried.
3. **M224-Motion to approve the Nov. 6, 2017 minutes:** Moved by Darryl Getz, seconded by Lauren Bueckert, carried.
4. **Matters Arising:**
 - 1) Dean to join Jeff and Hugh to meet with the Referee Assigner to discuss request for review of honorarium. 1) *Jeff/Hugh/Dean*
 - 2) Options for Governance Coach or similar company to help with board restructuring tabled until next meeting. 2) *Ryan*
 - 3) Darryl is waiting to hear back from a locksmith regarding installing a spring-loaded door/lock on the FLC Cage. Jeff will also speak with FLC Operation Staff to see if there are options to secure the cage. 3) *Darryl/Jeff*
 - 4) Jeff waiting to hear back from Alberta Culture and Tourism about setting up a Strategic Planning Meeting. Jeff will also look to see if Shaun Lowther, the Executive Director for ASA could come down to provide guidance. 4) *Jeff*
 - 5) Recommendation that moving forward the December Board Meetings be more of a social event to welcome new board members.
5. **New Business**
 - a. **None**
6. **Office Manager Report**
 - a. Report submitted
 - b. **M225- Motion to appoint Ryan Landreville to the Executive Committee on an interim basis in the absence of a Secretary:** Moved by Hugh Lehr, seconded by Darryl Getz, carried.
 - c. Suggestion to place a call to volunteer on the Website Home Page calling for Board Members and Committee Members. c) *Office*
 - d. Update list of Committee Members:



Executive Committee – Jeff Vangen (Chair), Hugh Lehr, Lauren Bueckert, Ryan Landreville (interim).

Discipline Committee – Jeff Vangen (Co-Chair), Lauren Bueckert (Co-Chair), Dean Studer, Trevor Copeland, Dwyane Alves, Ryan Landreville

Finance Committee – Jeff Vangen (Co-Chair), Lauren Bueckert (Co-Chair)

Bylaw Committee – Jeff Vangen (Chair), Hugh Lehr, Ryan Landreville, Dwayne Alves

Nominations Committee – Jeff Vangen, Trevor Copeland (Chair), Dwayne Alves, Ryan Landreville

RASC Committee – Jeff Vangen, Hugh Lehr, Barb Dolter

Tournament Committee – Jeff Vangen, Nanette Newton, One rep from each RASC Team

Technical Committee – Jeff Vangen, Hugh Lehr (Chair), Travis Hyde, Cassie Westerman, Allan Siwela, Dean Studer

Referee Committee – Jeff Vangen, Dean Studer (Chair), Rick Robinson, Jesse Tiessen, Travis Hyde, Shaelyn Holdaway

- e. Jeff and Hugh will present RASC Committee Terms of Reference to be presented at next meeting. e) Jeff/Hugh
- f. A Chair for the Tournament Committee to be assigned at next meeting.
- g. Ryan looking to form a Senior Committee and will present Terms of Reference at the next meeting. g) Ryan
- h. **M226-Motion to approved Committee Members as discussed:** Moved by Hugh Lehr, seconded by Ryan Landreville, carried.
- i. The online store for MHSA Board and Staff gear is now up and running. Orders to be placed by Dec. 20th. Sizing available at Sports Connection. Nan will send out the link. i) Nan
- j. Tournament update, look to see if the teams that don't have a division could find some exhibition games instead. Nan will email the coaches to let them know field time would be available. Girls tournament will be cancelled with only one registration. j) Nan

7. Office Assistant Report

- a. Report submitted

8. Player Development Coach

- a. Report submitted
- b. Allan looking for U12 Girls from Community League to call up for a tournament in Edmonton, Nan to forward Allan some names. b) Nan

9. President

- a. Report submitted
- b. RASC Financial process to be looked at and a guideline document to be created for team Treasurers. Jeff has spoken with the bank and has received feedback on what is required to open and close the team bank accounts for each season. Nan and Jeff to sit down and prepare a guideline document for the Outdoor Season. b) Jeff/Nan

10. Past President

- a. Vacant Position



11. Vice President

- a. Report submitted
- b. Hugh would like to attend the next meeting with the city to discuss fields for the outdoor season. Nan will let Hugh know when that meeting is booked. *b) Nan*
- c. Discussion about odd years for the Outdoor Season and the program plan for the High School League/World Cup League. Hugh will look to review the rules for the High School League and will present program plan at the January board meeting. *c) Hugh*

12. Secretary

- a. Vacant Position

13. Treasurer

- a. Report submitted
- b. Draft Budget for 2017-2018 presented. The deficit showing is due to the Soccer Hut Expansion. **M227-Motion to accept the 2017-2018 budget as presented:** Moved by Lauren Bueckert, seconded by Hugh Lehr, carried.
- c. RASC Team Financials discussed and moving forward we will look to hold a Managers/Treasurers meeting at the start of the season to go over expectations and guidelines for reporting team financials. *c) Lauren/Nan*

14. Senior Director

- a. Nothing to report

15. Equipment Director

- a. Report submitted
- b. Request to donate some of the older jerseys that we no longer use as we have done in the past. Darryl will get in touch with Heather for contact information for donations to Mexico. *b.Darryl*
- c. Darryl has looked at the goals that are stored in the Track and Field garage and suggests we replace the goals on the CHHS Main field with these goals. We would need to contact the city to see who owns the goals currently on the field and if this would be an option. We can ask this question at our next meeting with Parks and Recreation. *c) Jeff*

Darryl excuses himself from the meeting at 8:45pm.

16. Mini Director

- a. No report submitted

17. Minor Director

- a. Report submitted
- b. Concern about parents filling in for coaches (do they require a police check). Nan to check with ASA to see if they have any procedures or guidelines in place for something like this. *b) Nan*
- c. Trevor would like to thank the Referees for a great job in Season #1.

18. Referee Director

- a. Report submitted



- b. Dean will be monitoring closely Referee Code of Conduct and has already followed up with one incident.
- 19. **Fund Development Director**
 - a. Vacant Position
- 20. **M228-Motion to appoint Ryan Landreville as the Casino Chairperson:** Moved by Hugh Lehr, seconded by Dean Studer, carried.
- 21. **M229-Motion to move in-camera:** Moved by Hugh Lehr, seconded by Jeff Vangen, carried.
M230-Motion to include Nan in the in-camera session: Moved by Hugh Lehr, seconded by Jeff Vangen, carried.
Allan Siwela and Barb Dolter exited the meeting at 9:00pm.
Nan exited the meeting at 9:30pm.
- 22. **Discipline Committee Update**
 - a. No report submitted
- 23. **Bylaw Committee Update**
 - a. Nothing to report
- 24. **Tech Committee Update**
 - a. Report submitted
- 25. **Executive Committee Update**
 - a. No report submitted
- 26. **Tournament Committee Update**
 - a. Report submitted

M231- Motion to adjourn at 9:40pm. Moved by Trevor Copeland.

Board minutes approved (date): Jan. 8, 2018



Signature
MHSA, Office Manager, Nanette Newton

