



Board Meeting Minutes

September 11, 2024

Present: Jeff Vangen, Hugh Lehr, Korrie Miller, Karim Tahirou, Mel Seelye, Pete Innes

Staff: Amanda Fedor, Jennifer Egeland

Absent: Chris Hayes, Jerimy Chisholm, Sean McLachlan, Joe Taylor

Guests: Lisa Grant (Virtual) – ASA Executive Director

Next meeting: October 30, 2024 - 7:00pm

	<u>Action Item</u>
<b>1. Call to Order:</b> 7:07 pm.	
<b>2. Motion to approve Agenda:</b>  i. Karim, seconded by Pete - motion carried.	
<b>3. Meet (Virtual) with Lisa ASA Executive Director:</b>  i. ASA can provide help in multiple areas ii. Governance – Financial & Strategic Plans iii. Board Training iv. Coach & Referee Training v. RAMP Interactive – Transition to & Training	
<b>4. Motion to approve July meeting minutes:</b>  i. Jeff, seconded by Karim - motion carried.	
<b>5. Motion to approve August meeting minutes:</b>  i. Jeff, seconded by Pete - motion carried.	



<p><b>6. Matters arising from Minutes (July):</b></p> <ul style="list-style-type: none"> <li>A. CRA Update: <ul style="list-style-type: none"> <li>i. Payments made</li> <li>ii. Need to re-apply for forgiveness on interest and penalties</li> </ul> </li> <li>B. Strategy Meeting Update <ul style="list-style-type: none"> <li>i. Admin Team scheduled to meet</li> </ul> </li> <li>C. MNP Audits <ul style="list-style-type: none"> <li>i. With Bookkeeper</li> </ul> </li> <li>D. Cypress Centre Invoice Update <ul style="list-style-type: none"> <li>i. Paid in full</li> </ul> </li> <li>E. Big Marble Rental Invoice Update <ul style="list-style-type: none"> <li>i. Met with City Parks and Rec</li> <li>ii. Payment Plan</li> </ul> </li> </ul>	
<p><b>7. Matters arising from Minutes (August):</b></p> <ul style="list-style-type: none"> <li>A. Engagement Letter MNP <ul style="list-style-type: none"> <li>i. Completed for Financial Review</li> </ul> </li> <li>B. RAMP <ul style="list-style-type: none"> <li>i. Implementation plan to come</li> </ul> </li> <li>C. MHC Contracts <ul style="list-style-type: none"> <li>i. No contracts signed currently</li> <li>ii. Working out details of Admin Fee &amp; Field Maintenance</li> </ul> </li> </ul>	
<p><b>8. Accolades:</b></p> <ul style="list-style-type: none"> <li>A. Amanda – Rapport Building</li> <li>B. Lacy – RASC Evaluations Prep/set up</li> </ul>	
<p><b>9. Executive Director Report:</b> Report submitted</p> <ul style="list-style-type: none"> <li>A. Google Workspace being set up</li> <li>B. All staff current with payment</li> </ul>	



<p>C. All staff are now on same payroll period</p> <p>D. Hired Administrative Assistant</p> <p>E. Collected some unpaid fees from RASC fees and for shorts/socks</p> <p>F. Reconciled ASA fees for previous year</p> <p>G. Booster Juice Sponsorship confirmed</p> <p>H. Set up Fall Referee Courses with Ken Wou</p> <p>I. Meetings with City</p> <ul style="list-style-type: none"> <li>i. Set up indoor schedule &amp; financial repayment proposal</li> </ul> <p>J. Meeting with TD Joe and RASC Director Jerimy</p> <ul style="list-style-type: none"> <li>i. Discussed Evaluations</li> <li>ii. Coach Applications</li> <li>iii. RASC Manuals</li> </ul> <p>K. AGLC Account – No reports completed since June 2021</p> <ul style="list-style-type: none"> <li>i. Must be caught up – working on it</li> </ul> <p>L. RAMP</p> <ul style="list-style-type: none"> <li>i. Implementation plan to come</li> </ul> <p>M. <b>Motion to add VP Korrie Miller as signatory to MHSA bank accounts:</b></p> <ul style="list-style-type: none"> <li>- Jeff, seconded by Mel – motion carried</li> </ul> <p>N. <b>Motion to pay World of Soccer Invoice w/ Bingo funds:</b></p> <ul style="list-style-type: none"> <li>- Korrie, seconded by Pete – motion carried</li> </ul> <p>O. Quotes and Estimates to relocate MHSA office provided:</p> <p><b>Motion to move MHSA office:</b></p> <ul style="list-style-type: none"> <li>Korrie, seconded by Jeff – motion carried</li> </ul>	
<p>10. <b>President</b> – Nothing to Report</p>	



<b>11. Vice President</b> – Nothing to Report	
<b>12. Treasurer</b> – Report submitted  A. Improvements in overall financial health B. Whitecaps i. Prepare for payment plan – after indoor start	
<b>13. Secretary</b> – Nothing to Report	
<b>14. Technical Director</b> – Nothing to Report	
<b>15. Mini Director</b> – Nothing to Report	
<b>16. Minor Director</b> – Vacant Position	
<b>17. RASC Director</b> – Report submitted (not reviewed as not present)	
<b>18. Senior Director</b> – Nothing to Report	
<b>19. Referee Director</b> – Nothing to Report	
<b>20. Community Director</b> – Vacant Position	
<b>21. New Business:</b>  A. MHSA Budget i. Being completed  B. Jumpstart & KidSport i. Restructured – still fits within bylaw  C. Missing Funds i. ED to continue with requests  D. Tournaments i. Anyone can organize and run ii. MHSA Tournament Committee / RASC Committee	
<b>16. Meeting adjourned 9:49pm</b>	



Board minutes approved (date): October 30, 2024

A handwritten signature in blue ink, appearing to read "Melni Siga", is written in the center of the signature line.

Signature: \_\_\_\_\_  
MHSA Secretary