

KAMLOOPS YOUTH SOCCER ASSOCIATION

**Meeting of the Board of Directors**

Monday, January 16, 2017

Board Room at the KYSA Office,  
1550 Island Parkway, McArthur Island,  
Kamloops, BC

**Present:**

**President:** Candace Dodson-Willis

**Vice-President:** Rod Gurnsey

**Directors:** Graham Cope

Brock Freathy

Colin Guise

Chris Wilkinson

**Staff:** Executive Director, Keith Liddiard

**Technical Director:** Ciaran McMahon

**Director:** Tony Cuzzetto

**Regrets:**

1. The meeting was called to order at 7:00pm.

2. *(Moved: Gurnsey/Seconded: Wilkinson)*

That the agenda be adopted as presented.

*Carried.*

3. *(Moved: Cope/Seconded: Gurnsey)*

That the minutes of the meeting held December 19, 2017 be adopted as circulated.

*Carried.*

4. BUSINESS ARISING:

**Soccer Quest - BC Soccer Associate Membership Application**

Neither Candace nor Graham have heard any further news on Soccer Quest's application for Associate Membership in BC Soccer. Keith also advised the association has not been officially advised of the results of the application. Colin said that he had crossed paths with Jamie Spendlove recently and Jamie advised that Soccer Quest had just received confirmation their application has been approved.

5. CORRESPONDENCE:

None.

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### 6. OFFICERS' REPORTS:

#### **President - Candace Dodson-Willis:**

ASSOCIATION VISION STATEMENT – Candace suggested the board consider the introduction of a “vision statement” for the association. She shared information on what is considered a “mission statement” compared to a “vision statement” noting that the KYSA has a mission statement but not a definitive declaration of where the association sees itself in future years. Vis-a-vis:

“Vision statement vs. mission statement”

Before determining what a vision statement is going to be, there’s a need to understand what it is not. It should not be confused with a mission statement. Those statements are present-based and designed to convey a sense of why the organization exists, to both members of the society and the community at large. Vision statements are future-based and are meant to inspire and give direction to the employees of the organization as well as to its members. A mission statement answers the question, “Why does the organization exist?” while a vision statement answers the question, “Where do I see the organization going?” Candace asked the board to give the creation of a “vision statement” some consideration and suggested that the directors also give some thought to the content of such a statement for the next meeting.

ADAPTIVE PROGRAM offered through KYSA – Candace asked if the board wants her to explore this opportunity within the community. If so, she asked if anyone has any contacts that work with mental and physically challenged youth that KYSA could leverage for assistance. She noted she has reached out to Beth Conner, the Chris Rose Centre for Autism. She is also intending to speak with Julie Chambers, etc. Candace noted she is receiving very good feedback and support from people in the community. She believes this will be a good program to add to the KYSA. Some feedback was provided and Candace received the full support of the board moving forward.

COMMUNICATION / CONFIDENTIALITY PROTOCOL – Candace asked the board to review a new draft of a “Communication and Confidentiality” policy which was sourced from BC Soccer and amended to suit the KYSA’s needs. If approved, this document will constitute new confidentiality guidelines. Candace noted the KYSA does not have a “privacy policy” which is also to be developed that will work hand-in-glove with the Communication and Confidentiality policy.

MIDDAY APPEARANCE – Candace joined Keith on CFJC’s “Midday” Program on January 9th. She said it went well. Susan Edgell, the show’s host, said there was an open door for KYSA representatives to appear on the program. Candace suggested it would be a great opportunity to introduce Mark to the membership when he arrives.

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**President - Candace Dodson-Willis (Continued):**

RADIO NL – Candace was interviewed by Larry Read for his weekly sports program. It is to air January 21 between 11:00-11:30am. Keith noted that Larry also ran an interview with Mark Bell on last Saturday’s program. Keith said Mark spoke very well and came across as very knowledgeable regarding the association and the vision for his role. Current plans call for Mark to start work in Kamloops as soon as his commitments are complete on the coast.

ANNUAL BANQUET/ AWARDS FUND RAISER – Candace reminded the board that if the organization is to introduce this idea in 2017 as proposed, it is imperative that preparations get underway very soon. Candace advised that a notice has gone out to the membership asking for volunteers to step forward. Responses were being collated at the time of the meeting.

**Vice-President - Rod Gurnsey:**

Nothing new to report.

**Treasurer - Chris Wilkinson:**

Financial Summary as at December, 2016:

Cash on hand	\$326,091
Total Assets	810,905
Total Liabilities	30,631
Working Capital	397,872
Net Assets	\$780,274

<i>Covering 3-month period (Year-to-date):</i>	<i>Amount:</i>	<i>Budgeted:</i>	<i>Over/(Under) Budget:</i>
Revenues	\$365,189	\$1,301,575	\$(936,386)
Expenses	171,140	\$1,317,625	\$(1,146,485)
Net Income:	\$194,049	–	\$210,099

*Balance Sheet Commentary:*

The increase in the balance sheet was due to the collection of registration cash, off-set by the current month’s expenses and remittance of payables.

*Key Items Against Budget:*

Revenues and Expenses: – are in-line with expectations for this time of year.

*Other Items:*

Payroll remittances are up-to-date.

**Director - Grahame Cope (Youth Leagues U13 to U18):**

Nothing new to report.

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### **Director - Colin Guise (Discipline):**

Nothing new to report.

### **Director - Brock Freathy (Select Committee):**

Brock advised he is gradually getting up to speed on the various aspects of the Select Program and received some paperwork today which is part of that process.

### **Employment Committee - Candace Dodson-Willis:**

Candace met with the KYSA's employees on January 12th to discuss some proposed amendments to the Employee Benefit Package. She provided the board with a written review of the proposed amendments that were reviewed at the meeting. Generally, the employees were OK with Candace's suggestions with respect to what could be implemented. Aside from the LTD premiums, employee benefit costs are paid 100% by the KYSA. Therefore, Candace suggested that the board wait to see what the March ManuLife renewal will disclose (decrease or increase) to see if the association can afford to implement the proposed changes. She noted the staff were quite prepared to wait until the annual ManuLife summary arrives.

## 7. STAFF REPORTS:

### **Technical Director - Ciaran McMahon:**

#### *Meetings/Functions/Events:*

Dec. 19	Board Meeting
Dec. 22	Staff Xmas Lunch
Dec. 23-Jan. 2	Office Closed
Jan. 3-6	Vacation
Jan.11-15*	Attendance at the National Soccer Coaches Association of America Convention in Los Angeles (with Mark Bell).

\*Both Mark and Ciaran circulated written summaries of their trip.

#### *Program/Player/Coach Development:*

#### KYSA Select Program

- No Activity

#### KYSA Centre of Excellence:

- January 3 Striker Skool (make-up from December 19 postponement)
- January 11 & 12 Super Skillz (sessions cancelled due to severe cold weather)

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### Technical Director - Ciaran McMahon:

#### *General Administration/Correspondence:*

- Website updates, phone calls, general email responses, office visits from coaches and members.
- Short-term program management (all logistics including staffing, coaching, communication, schedules, facilities, education, conflicts and complaints).
- Long-term planning including:
  - Coordinating coach education and organizational meetings (for house and select)
  - Formalizing the player feedback process and developing appropriate resources for coaches
  - Formalizing the coach feedback process and developing appropriate resources
  - Formalizing the 2018 Evaluation process
  - Developing concussion and return to play protocols
  - Developing project and task list for new Senior Staff Coach
  - Developing a blueprint for the Blaze (an enriched curriculum for U5 to U18)

#### *Additional Notes:*

Both Ciaran and Mark attended the NSCAA Convention in Los Angeles. They had some good (and exhaustive) discussions about KYSA club culture, player development and the organization's impact as a community leader. This time together was crucial to help build a partnership and ensure a strong start to Mark's time in Kamloops. In addition to this discussion, the two received some useful resources and information that will help them work with the KYSA's players, parents and staff.

#### Club culture/growth seminars attended included:

- △ Building trust in the coach/parent relationship
- △ Celtic FC Academy Way
- △ Engaging and Educating Parents to Improve Club Culture
- △ The Coach-Mentor Blueprint
- △ Leading Your Soccer Organization: Developing a Positive Coaching Culture

In addition to these seminars and workshops, Ciaran said he attended a series of on-field/classroom technical and tactical sessions. He advised he purchased post-convention access to those field and classroom sessions that were recorded. He will be reviewing these for use with KYSA's continuing coach education efforts.

Ciaran also reported that Luis Adamo, one of KYSA's goalkeeper coaches, who spends a lot of his time in Argentina (the cold months), is building a relationship with a small club in Santa Terecita (CADU) and is doing some GK coaching there as a KYSA representative (with Ciaran's consent). There may be future opportunities for KYSA through this relationship, Ciaran noted (used equipment donations, exchanging teams, etc.).

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### Executive Director - Keith Liddiard:

#### *Newsletter:*

Starting to prepare January / February, 2017 edition.

#### *Meetings/Functions:*

Dec. 19. Board Meeting.

Dec. 22 Staff Christmas Lunch.

#### *Correspondence:*

Dec. 22 Letter and refund to KYSA coach Victor Lizzi, who successfully completed the most recent BC Soccer "C License" course held in both Kamloops and Kelowna.

Jan. 03 To Brad Higgs, a short-listed candidate for the new Senior Staff Coach position, to advise of the Employment Committee's choice of Mark Bell.

#### *News Releases/Media:*

Dec. 20 "KYSA Board Elects New President!"

Jan. 04 "KYSA Hires Full-Time Senior Staff Coach!"

Jan. 09 Appearance on CFJC-TV "Midday" with Candace to promote registration.

### Other Administration:

- Filed the 2016 Annual Report and changes to the KYSA board with the Societies Branch, with the assistance of Forward Law.
- Preparing sponsorship agreements and year-end review packages for presentation to KYSA sponsors.

### 8. NEW BUSINESS:

#### **Criminal Record Checks:**

Those board members who have yet to file their CRC's were reminded to do so.

### 9. NEXT MEETING:

Monday, February 20, 2017 – KYSA Office - 7:00pm

### 10. ADJOURNMENT:

*(Moved: Guise/Seconded: Gurnsey)*

That the meeting adjourn at 8:15pm.

*Carried.*