

KAMLOOPS YOUTH SOCCER ASSOCIATION

Meeting of the Board of Directors

Monday, March 20, 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
Tony Cuzzetto
Brock Freathy
Colin Guise
Chris Wilkinson
Staff: Executive Director, Keith Liddiard
Technical Director: Ciaran McMahon
Senior Staff Coach: Mark Bell

1. The meeting was called to order at 7:08pm.

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

That the agenda be adopted as presented.

Carried.

3. *(Moved: Wilkinson/Seconded: Guise)*

That minutes of the meeting held February 20, 2017 be adopted as circulated.

Carried.

4. BUSINESS ARISING:

Communication & Confidentiality Protocol:

A re-draft of the new "Communication & Confidentiality Protocol" document was circulated to the board prior to the meeting. The draft incorporated changes approved by the board emanating from discussion at the last board meeting. Subsequently, the new draft was accepted and signed by those directors present at the meeting. Keith said he will arrange for paid staff to sign the document following the meeting.

5. CORRESPONDENCE:

None.

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6. OFFICERS' REPORTS:

President - Candace Dodson-Willis:

Candace advised that she and Keith met with Matt Milovick, John Antulov and Rob Piva (President of the Men's Rec league) to discuss the prospect of entering a team in the new R3T League that BC Soccer is planning on starting. It was a positive meeting and there was an agreement to explore the possibilities further. Both TRU and Rob were keen to see a franchise in Kamloops and both groups were willing to contribute financially to get the ball rolling.

In that same meeting, progress on a new indoor facility at TRU was discussed. Mr. Milovick said that the university was moving from the previous concept of a soccer-specific building on campus, to the idea of an inflatable Dome that would wrap around the circumference of the track, field and bleachers at the TCC. This would be a cost-saving measure for TRU, compared to building a permanent structure. The idea would be to take the cover off once winter was over. Matt, Ken Olynyk and other TRU brass were scheduled to visit a similarly structured facility at the University of Calgary in the coming weeks. No announcements have been made by TRU as yet, so the information that was conveyed by Mr. Milovick is to be held in confidence, Candace said.

Candace attended a Physical Literacy Workshop offered by Pacific Sport on March 9. Held at the TCC, Candace said the workshop opened her eyes to many issues that physically and mentally challenged children face—particularly as it relates to sport. She praised the workshop organizers and the facilitators who were involved. She also showed a video that was recently produced by Sun Peaks that featured elementary teacher, administrator and school principal Dick Taylor speaking about the Adaptive Sport Program that has been introduced at the ski resort. Candace also re-asserted her wish to see a similar program incorporated into the youth soccer calendar, perhaps in July or August. She asked if she still has the full support of the board for the initiative. It was unanimously endorsed. She also noted that she and Ciarran are planning to attend a workshop with the theme "Supporting Kids with Autism in Sport" being held April 29 in Cloverdale. The workshop is being offered by BC Soccer in partnership with Surrey United SC, Canucks Autism Network, Vancouver Whitecaps FC, the City of Surrey and Sport Surrey.

Candace also reported she sat in on a BC Soccer Youth District Chairs video conference call, March 16. Not a lot to convey from the meeting, she noted, except for information that was shared regarding a seemingly universal drop in registration throughout the province. She said that player registration on the coast was down around 4.5% while it appears registration in the interior has dropped by 1.25%. She also noted that the provincial body is going to be offering special grants to member associations who wish to promote or organize special projects devoted to the education and/or encouragement of women's participation in the sport. She thought a women's-only coaching clinic would be a worthwhile use of a grant for KYSA.

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President - Candace Dodson-Willis (continued):

Candace also advised that BC Soccer is sending out some “fair play” posters to member associations in the coming weeks and she requested some for KYSA. Some discussion also took place during the conference call regarding ways and means of making the movement of players going from youth to senior soccer a smoother transition. Discussion is ongoing in this regard, she noted.

One other issue that was broached during the meeting was a seeming groundswell of support coming from some coastal districts for a requirement that would call for game officials to file a Criminal Record Check each year. She said to expect more developments on this perhaps at the June BC Soccer AGM. It was suggested that this matter be broached with Hailey Manke when she next attends a KYSA board meeting to see how the KSRA is reacting to this development.

Candace suggested that the drafting of a new “Vision Statement” for the association be tabled for the time being given the lengthy agenda at tonight’s meeting. Agreed.

Vice-President - Rod Gurnsey:

Rod advised he has been asked by Colin to sit on the Discipline Committee, which he has agreed to. He also reported that he attended all four pre-season coaches meetings and assisted with equipment distribution. He enjoyed the experience. He also made note of how colourful some of the new Umbro jerseys are; suggesting the young players will love them!

Treasurer - Chris Wilkinson:

Chris advised he is preparing some new guidelines for the structure and governance of the Finance Committee. The Committee now consists of Keith, Candace and Chris. Graham has agreed to step down given he will be leaving the board in November.

Financial Summary as at February 28, 2017:

Cash on hand	\$794,986
Total Assets	1,284,109
Total Liabilities	49,940
Working Capital	857,607
Net Assets	\$1,234,169

<i>Covering 3-month period (Year-to-date):</i>	<i>Amount:</i>	<i>Budgeted:</i>	<i>Over/(Under) Budget:</i>
Revenues	\$1,022,731	\$1,301,575	\$(278,844)
Expenses	374,787	\$1,317,625	\$(942,838)
Net Income:	\$647,944	–	\$663,994

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Treasurer - Chris Wilkinson (continued):

Balance Sheet Commentary:

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

1. *Key Items Against Budget:*

Revenues and Expenses:

- (a) House – \$623k (2016 - \$622k) – 88% of budget (budgeted registrations 2900; current sits at 2735).
- (b) Select – \$248k (2016 - \$227k) – 99% of budget
- (c) Outstanding major budgeted revenues are sponsorships, soccer schools, Slurpee Cup and Dome rent.

2. *Expenses:*

- (a) Major expenses were field rental payment, equipment/uniform costs, payroll, Dome rent and Point of Sale charges.
- (b) All other expenses within expectations for time of year.

3. *Soccer Dome:*

- (a) Revenues at \$64k
- (b) Expenses at \$96k
- (c) Net loss YTD = \$32k

Other Items:

- (a) Payroll remittances are up-to-date.
- (b) Banking and investment changes as per President's report.
- (c) Finance Committee to meet to formalize and strengthen finance policies.

Of particular concern, Chris acknowledged, is a fairly large reduction in player registration this year—particularly in the House Program, which could have consequences for this year's budget. The drop in anticipated revenue could translate into a significant sum and will require some revisions to this year's budget.

Keith said that there are still quite a number of players still enquiring about registration and generally only a handful are on a waiting list to be placed on a team. However, he does not expect the number of late registrations to make a huge dent in the projected short-fall in registration revenues at this stage. By the time of the next board meeting, which is just after the 2017 season begins, the office should have a good handle on "final" numbers and consequently how much the budget will be affected. At that time the Finance Committee will likely need to revisit the budget and make alterations to reflect the reduction of income.

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Director - Tony Cuzzetto (Small Sided Leagues):

Tony reported that he has spent quite a bit of time helping to find coaches for some teams that didn't have one. He has also contributed to discourse regarding player requests to move teams and/or to play up a year.

Director - Graham Cope (Youth Leagues U13 to U18):

The pre-season coaches meetings seemed to go well, Graham advised. With the passage of the coaches meetings comes the usual issues at this time of year regarding team rosters/player placements and other matters related to team formation. He noted he has been preoccupied with assisting the office with some concerns in this regard and some parents wanting leniency with regard to their child's placement despite registering late. He said that there is nothing to act on at the moment except one issue that he was consulted about the day of the meeting.

Director - Colin Guise (Discipline):

Colin attended the U13 to U18 coaches meeting. He felt it important that he was there to address the coaches in these age groups as this is where most discipline emanates from. He spoke firmly about rules and regs, policies and zero tolerance of referee baiting or abuse. He also brought the coaches up-to-speed on changes to the dissemination of reports on disciplinary measures taken by the Committee—to weekly updates from the office.

The Discipline Committee has been called upon to deal with one issue already this season—the ejection of select team officials in a TOYSL game. Colin said a hearing was conducted with the offenders. It was a good meeting at which the behavioural expectations of team officials was reinforced. Colin noted the head coach of the team (Byron Gayfer) was quite remorseful regarding his conduct which had a bearing on the actions taken by the Committee. The coach, who had already sat the automatic game suspension, was put on probation and told that any future misconduct would be dealt with much more severely.

Director - Brock Freathy (Select Committee):

Brock says he is still getting acclimatized to the select program's operations and the policies that govern the delivery of the program. He said he has been involved in several issues that have cropped up of late:

- Challenges to late fee charges and threats of withdrawals if forced to pay. Brock noted that the Select Committee stood its ground on all those who were contesting the late charge.
- A handful of parents who have yet to pay remaining portions of the select registration fees. Parents/players have been informed they can train with their team in the interim, but cannot participate in any games until the fees are paid in full.

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Director - Brock Freathy (Select Committee) - continued:

- An issue had cropped up in regard to his son's team and their use of Soccer Quest for a parent 'meet and greet' and training session. He advised he did not have anything to do with the choice of location and suggested it would be a one-off booking. He believed the coach's wife works at Soccer Quest and consequently arranged for the get together to be held there.
- The company he works for—Lyons Landscaping—is spearheading a community participation project called, "Grow a Row". Lyons Landscaping has partnered with NL Radio to provide the people of Kamloops with the food they need. The general premise is that Lyons provides their garden center and expertise for volunteers to grow vegetables and herbs during the summer months with the results of their efforts being donated to the Food Bank. Brock said he thought this would be a good opportunity for KYSA to become involved, particularly in encouraging its members to take part. The board was receptive to the idea and it was agreed to pursue a role for KYSA in this project.

Employment Committee - Candace Dodson-Willis:

Mark Bell was welcomed to the association and gave some introductory remarks. He said he attended all the pre-season coaches meetings and said that he was impressed with the manner in which they were conducted. He also assisted with the distribution of equipment following the meeting. Everything went smoothly; very professional, he noted. He also said that having the recent Boat Show in the Dome resulted in a lot of mess on the turf which needed to be cleaned up. Perhaps a tarp or some sort of safeguard would be advisable for next year.

Candace said she was still reviewing the year-end usage summary from ManuLife and noted that she will have more to report at the next meeting.

7. STAFF REPORTS:

Technical Director - Ciaran McMahon:

Meetings/Functions/Events:

- | | |
|------------|--|
| Feb. 20 | Board Meeting. |
| Feb. 22 | Staff Meeting. |
| Feb. 24 | Attended "KYSA Night" at the Kamloops Blazers' game. |
| Mar. 09 | Staff meeting. |
| Mar. 10 | Meeting with TRU and KRSL officials, re: potential RT3 league entry. |
| Mar. 10-12 | Attendance at Surrey Mayor's Cup. |
| Mar. 13 | Ran TOFC training session for Kamloops-based players. |
| Mar. 17 | Meeting with Luis Adamo, re: KYSA representation in Argentina. |
| Mar. 18/19 | Soccer For Life (co-facilitated with Mark Bell). |

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Technical Director - Ciaran McMahon (continued):

Program/Player/Coach Development:

KYSA House Program:

- March 13-16 ~ U6 to U18 House Coaches Meetings.
- Coordination with the City, re: field lining requirements to support new SSG initiatives.
- Managing player placement requests.

KYSA Select Program:

- On-going coaching observations and feedback.
- On-going field sessions with teams.
- Attendance at the Surrey Mayor's Cup (Nine KYSA teams participated).

KYSA Centre of Excellence:

- March 20-24 ~ Spring Break Camp #1 (42 registrants).

General Admin/Correspondence:

- Website updates, phone calls, general email responses, in-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:
 - > Formalizing the coach feedback process and developing appropriate resources—ongoing.
 - > Formalizing the 2018 Evaluation process—ongoing.
 - > Developing the Blueprint for the Blaze (an enriched curriculum for U5 to U18—ongoing).

Executive Director - Keith Liddiard:

Newsletter:

Preparing March / April edition.

Meetings/Functions:

Feb. 20 Board Meeting.

Feb. 22 w/ Andrew Snucins, TRU's Athletics Photographer, re: replacing Rick Tolhurst as KYSA's "official" photographer.

Feb. 24 KYSA Night at Blazers Game.

Feb. 27 w/ Carol Parker and Karen Sale, re: BMO sponsorship, review of banking needs and quality of service, customer satisfaction survey, KYSA's financial status, etc.

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- Feb. 28 Staff Meeting.
Feb. 28 w/U16-U18 boys house team coaches, re: team formations and league format for 2017 Season.
Mar. 01 w/Brian Demsey of BMO re: KYSA investments (with Graham and Candace).
Mar. 01 w/Tim Rogers, new Kamloops Accommodation Association President and GM of Kamloops Best Western, re: Slurpee Cup sponsorship, etc.
Mar. 02 w/Gord Cumming, re: the apparel his select team has purchased for an upcoming tournament in Las Vegas.
Mar. 03 w/Brandon de Krieger, GM, TRU Residences, re: Reserving accommodation for Moreton School Soccer Academy's (UK) visit in July; accommodation for out-of-town referees for KYSA Slurpee Cup;
Mar. 05 Awards presentations, Women's Indoor Soccer League finals, Soccer Dome.
Mar. 09 Staff Meeting.
Mar. 10 w/Matt Milovick, John Antulov, Ciaran and Candace, re: exploring potential support for an R3T League team in Kamloops.
Mar. 10 w/David Hughes, Forward Law, re: Review of 2016 sponsorship and 2017 sponsorship agreement.
Mar. 13-16 Pre-Season Coaches Meetings.

Correspondence:

- Feb. 23 Letter of reference for KYSA player Katie Smoluk who is applying for a BC Soccer Scholarship.

News Releases/Media:

- Feb. 23 "Still Time To Register for KYSA's Pro-D Day Camp!"
Feb. 28 "Women's Indoor Finals Set For Sunday At The Soccer Dome!"
Mar. 06 "Final Results - 2015/16 Women's Indoor Leagues!"
Mar. 09 Attended Coaches Corner - "Media Insights For Your Sport" Facilitated by CFJC-TV Sports Director, Earl Seitz - Presented by PacificSport Interior.
Mar. 13 "KYSA's 'Get Ready For Soccer' Spring Break Camps Fast Approaching!"
Mar. 15 "Two Local Businesses Increase Their Sponsorship of KYSA!"

Other Administration:

- Completed BC Soccer survey, re: feedback on their operations, etc.
- Preparing bid to host 2018 Provincial B Cup for both boys and girl, due at BC Soccer by month's end.

Special Notes:

- The KYSA's "staff" photographer, Rick Tolhurst, has moved away from Kamloops. I have made arrangements for TRU athletics photographer Andrew Snucins to take over.
- I have been asked to sit on the organizing committee for the 2017 U-Sport National University Championships which are being held in Kamloops November 9-12, 2017, which I have joyfully accepted. Our first meeting is tomorrow morning at 7:00am!

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8. NEW BUSINESS:

BC Soccer RT3 League Proposal – Kamloops entry?

The directors discussed the potential for a Kamloops entry in a new “semi-pro” league being proposed by BC Soccer. Information provided by BCSA on the new U-23 league had been circulated to the board ahead of the meeting. Discussion focused on submitting a bid for a Kamloops franchise. Significant dialogue on the idea took place resulting in an agreement to forward an initial “expression of interest” to BC Soccer. Ciaran accepted responsibility for submitting the necessary forms.

9. NEXT MEETING:

Tuesday, April 18, 2017 – KYSA Office - 7:30pm

10. ADJOURNMENT:

(Moved: Cope/Seconded: Guise)

That the meeting adjourn at 9:10pm.

Carried.