

KAMLOOPS YOUTH SOCCER ASSOCIATION

**Meeting of the Board of Directors**  
Monday, August 21, 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 (by telephone link)  
Brock Freathy  
Colin Guise  
**Staff: Executive Director,** Keith Liddiard  
**Technical Director:** Ciaran McMahon

1. The meeting was called to order at 5:35pm.
2. *(Moved: Gurnsey/Seconded: Cuzzetto)*

That the agenda be adopted as presented.

*Carried.*

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

That minutes of the meeting held July 24, 2017 be adopted as circulated.

*Carried.*

4. BUSINESS ARISING:

None.

5. CORRESPONDENCE:

None.

6. OFFICERS' REPORTS:

**President - Kamloops Soccer Referees Association**

Hailey Manke reported that the KYSA's letter of July 25, 2017 was considered by the KSRA executive at its last executive meeting. A response is in the process of being written and will be forwarded in the next week.

## **Minutes of a meeting of the KYSA Board of Directors**

Monday, August 21, 2017/Page 2

### **President - Kamloops Soccer Referees Association**

Hailey covered a few of the points that were discussed and said that her executive would be making a genuine attempt to deal with some of the short-comings that were identified in the letter. She particularly addressed the concerns that were raised about referees either failing to report misconduct or taking an unacceptable length of time to file their reports. The KSRA is examining ways and means of improving internal communication processes, particularly looking at potential improvements to their on-line system. She requested that when incidents of misconduct are known by KYSA, but not reported by the game officials, the KYSA contact her immediately and she will follow-up. She also spoke of some challenges in getting some of the long-standing members of KSRA to change their habits and improve their attitudes toward the role they undertake.

Hailey also advised that the KSRA has chosen to suspend its request for match-fee increases for the 2018 season, as had previously been discussed. Instead, they will be approaching KYSA for fee increases in the 2019 season. Candace said that the KYSA would be looking for some of the issues to be addressed before the board would entertain any fee increases.

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

Candace asked if TRU has been in touch regarding their Dome requirements. Keith advised they have provided requested dates/times. Once KYSA's primary needs are finalized, the office will confirm space available for TRU.

Invitations and media notices are going out with respect to the association's "Adaptive Program." She noted she has applied for a BC Soccer grant for \$1,000 and asked provincial association staff for assistance with media/PR coverage. She recently followed up with BC Soccer, but their grassroots person, Paul Turner, was on holidays at the time of her call. Hopefully, she noted, she will be in contact with him upon his return to the office.

Tony, Rod, Colin and Candace are the organizing committee for the 1st Annual KYSA Volunteer Appreciation & Awards Dinner set for September 23rd. Silent Auction donations and prizes are coming in, entertainment is confirmed in the form of Chris Johnson, aka Dr. Laugh, (through a sponsorship from Warner Rentals). The MC will be Paul Graham of CHNL. Candace and Ciaran are doing some promotion through the Midday show and on Larry Read's weekly radio program. She asked that all board members talk-up the event and help sell more tickets and make this a desirable event to attend.

Candace also advised that Ciaran is taking a lead role in making use of social media. He has been doing a great job so far in cleaning up the KYSA page. An increase in views, likes and shares have risen dramatically and KYSA now has a strong presence in this market.

**Minutes of a meeting of the KYSA Board of Directors**  
Monday, August 21, 2017 / Page 3

**Vice-President - Rod Gurnsey:**

Nothing new to report.

**Director /Treasure - Graham Cope:**

Graham reported that a preliminary review of the financial statements, combined with best guess estimates of expenses for the final two months, suggests that the KYSA will finish the fiscal year with a small surplus. Actual versus budgeted amount variances are generally attributable to misallocations and/or pending final adjustments.

<i>Balance Sheet:</i>		<i>Income Statement:</i>	
Current Assets	\$716,653	Total Revenue	\$1,203,688
Current Liabilities	21,523	Total Expenses	1,019,376
Current Ratio	33.3	NET INCOME	\$184,312
Working Capital	695,130		
NET ASSETS	\$586,225		

**Director - Tony Cuzzetto (Small Sided Leagues):**

Nothing new to report.

**Director - Graham Cope (Youth Boys & Girls):**

Graham said that he attended a meeting that was scheduled to give all U13 to U18 coaches a chance to offer feedback on the season. Only two coaches showed for the meeting!

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

The leagues are now inactive, nothing new to report.

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

Nothing new to report.

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

The Committee—Candace, Rod, Graham and Keith—conducted all employee performance reviews on August 10. All of the employees received favorable reviews. Consequently, salary increases were approved by the Treasurer / Committee for all employees except Mark (as he has yet to complete a full year of service) and Ciaran, who was tasked with providing the Committee with a proposal regarding his request for additional compensation.

## Minutes of a meeting of the KYSA Board of Directors

Monday, August 21, 2017 / Page 4

### 7. STAFF REPORTS:

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

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

- July 24 Board Meeting
- July 25 Midday TV Program interview with Keith (promo for Soccer Schools)
- Aug. 02 Staff Meeting
- Aug. 09 Hansport BBQ
- Aug. 10 Staff performance review meetings
- Aug. 16 Staff Meeting

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

##### General:

- General planning for fall 2017 and 2018 season continues.

##### KYSA House Program:

- Aug. 15 House Season review meetings w/U6 to U12 coaches (7 attendees).
- Aug. 16 House Season review meetings w/U13 to U18 coaches (2 attendees).

##### KYSA Select Program:

- Coach review meetings completed
- Team selection notifications out to members, Aug. 16-18.

##### KYSA Center of Excellence:

- Planning for 2017/18 cycle.
- Aug. 08-11 ~ Stoke City Soccer School (65 attendees)
- Aug. 14 ~ Drop-in Session (moved to Dome (5 attendees)
- August 14-18 ~ KYSA General Soccer School #1 (22 attendees)

##### *General Admin/Correspondence:*

- Website updates, phone calls, general email responses, office visits from coaches / members
- Hearing, responding, counselling, educating members with respect to complaints and disagreements about programs, refereeing, other players, coaches, parents and opponents.
- 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. Developing a Blueprint for the Blaze (an enriched curriculum for U5 to U18) - ongoing.

## Minutes of a meeting of the KYSA Board of Directors

Monday, August 21, 2017 / Page 5

### Executive Director - Keith Liddiard:

#### *Newsletter:*

Distributed July / August edition – along with flyers advertising the TRU men's and women's soccer seasons, the Volunteer Appreciation Night and the Canada vs. USA women's exhibition match scheduled for November 09, 2017 in Vancouver.

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

July 24 Board Meeting.

Aug. 02 Staff Meeting

Aug. 15 Met w/Bryce Edgell, re: Potential new telephone system for the KYSA office. A quote is forthcoming.

Aug. 19 Staff Meeting

#### *Correspondence/Notices:*

July 25 Letter to KSRA outlining board / staff's concerns with respect to the KYSA / KSRA relationship and observations from the 2017 Spring / Summer Soccer Season.

#### *News Releases/Media:*

July 21 "KYSA Soccer Schools Beginning Soon!"

July 25 Appearance on Midday TV Program w/Ciaran to promote Soccer Schools.

Aug. 03 "KYSA Soccer Schools Begin Tuesday!"

Aug. 17 "KYSA Introduces Volunteer Appreciation Dinner & Awards Night!"

### Other Administration:

- TOFC has asked KYSA to book fields for a college ID camp to be held May 26/27, 2018 in Kamloops. Five fields have been reserved at McArthur Island for the event.
- Kamloops will be the site of two rounds of TOFC games on the weekends of September 16/17 and 23/24. Clive will act as liaison with regard to day-of-game activities.
- Keith and Teresa hosted the three Stoke City coaches at their home for the 9 days they were in Kamloops and drove the coaches to Richmond for the 2nd week-long soccer school.
- Just over \$4,000 in extra revenue has been derived from summer bookings in the Dome as a result of the air quality issue. KYSA offered user groups a discounted rate given the circumstances that provoked their bookings. Having leased the Dome has also given the association the flexibility to move the Soccer Schools indoors when required.
- Keith reported he followed up with Warner Rentals, Papa John's and Excel Industries regarding potential sponsorship. Discussions are ongoing

### Special Notes:

- KYSA once again loaned nets, corner flags and tents to the Kamloops Recreational Soccer League for their August long weekend tournament.
- Keith took a week's vacation August July 27-August 2. He will be away for two more weeks from September 08 to 25

**Minutes of a meeting of the KYSA Board of Directors**  
Monday, August 21, 2017 / Page 6

**New Business:**

None.

9. NEXT MEETING:

Wednesday, September 27, 2017 - KYSA Office – 7:00pm

10. ADJOURNMENT:

*(Moved: Cope/Seconded: Guise)*

That the meeting adjourn at 6:25pm.

*Carried.*