

Peninsula Soccer Association – Board Meeting

Thursday January 18, 2007

ATTENDEES:

Board Members: Lauren Bicknell ,Terry Bouthillier, Dave Erb, Kim Erb, Sharon Guenther, Sarah Higgs, Bob Hope, April Ogloff, Terri O'Keeffe, Mike Schmidt, Val Scott-Moncrieff, John Teeney

Others: Dixie Allen (Registrar), Duncan Kenzie (parent)

Absent:, Alex Campbell

1. Agenda

MOVED (Sharon) **2nd** (Bob) to accept the agenda **CARRIED**

With additions as follows: Walkathon, Referee Assignments, Roundtable

2. Minutes.

MOVED (Sharon) **2nd** (Bob) to accept the minutes of December 14, 2006 **CARRIED**

OLD BUSINESS

3. Calendar of Events – Terri and Duncan will develop a calendar to put on the website.

ACTION: Terri/Duncan

4. Uniroyal Tire – Last year we received \$200 + soccer balls for each registrant. Was noted the balls were of poor quality and some concern about having to provide personal information when players/parents went to pick up their ball. Also, issues around getting billed for courier charges which took months to sort out. Board agreed that we would not get involved in this program this year.

5. Spring League – Decided not to participate in LISA Spring League this year. It was not well organized last year. Peninsula will offer our own in-house Spring League. Terry B will put something together. Discussion about allowing kids who are not registered with the club to join up. Bob noted we can't do this because they would not be insured. Only option is to have them pay the LISA and BC Soccer Fees (aprox \$50) if they want to play.

ACTION: Terry B

6. Rotary Park – New agreement needs to be signed for use of the Park. Agreement that is being offered to us is for 5 years and allows us access to the fields Sept 1 – March 31st from 8:30am – Noon every Saturday. John noted that this agreement does not commit us to any costs. He will be meeting with Peninsula Baseball to sort out costs.

MOTION (Terri) **2nd** (John) That we sign the agreement after making the change to extend the time to 1:00pm.

CARRIED

ACTION: John

REPORTS

7. Treasurer – Reviewed financial statements to December 31, 2006.

Noted that there should be more True Value Coupons. April will follow up.

ACTION: April

- noted that the Kidsport Grant of \$1,000 should be recorded as income and the equipment purchased with that shown as an expense. April will adjust.
- Question why the amount under uniforms is so high; no dollars were budgeted for the year but the expense so far for the year is over \$9500. Kim/April will review this to see if other things such as equipment or clothing purchases are being recorded under that.

ACTION: Kim/April

8. Blue Heron Committee (Val) – report presented (see attached). Highlights:

- Working on preparing the annual maintenance budget.
- Need to prepare an annual calendar of our use of the field so MPS knows when the fields will be available for other users. Board members who are involved in scheduling the field (games, development clinics etc) are to send to Val by January 31st the dates they foresee needing the field over the course of the year.
- Work is being done to improve the parking lot.
- Val will set up next meeting with our Blue Heron Committee and MPS

9. Referees (Bob)- The board of the BCSA recently passed a paper "Laws of the game" governing all aspects of the Small Sided Game. We now have laws for the U6 thru U14 competitions. Bob distributed these to Board members and will have Duncan put them on the website.

10. Member Services (Kim) – Committee is working on revising the registration form. The key changes proposed are :

- a) Uniform deposit to increase from \$60-\$75
- b) Volunteer deposit will increase from \$60 - \$100
- c) The family discount for 3 or more players to be changed as follows: 1st child full price, 2nd child full price, 3rd and all others will be 50% of the full registration fee.
- d) Bank service charges to increase from \$20 to \$35
- e) The current form will be reformatted and the written language will be improved, to show all changes. Any change the Board agrees on must be tabled at the AGM for acceptance.

The Board agreed with all changes except the volunteer deposit increase. It was felt that before penalizing families for not volunteering we have to ensure we have a volunteer opportunity for all 600+ families in the club. Lauren volunteered to compile a master list of all the volunteer positions there are. Each position should have a one or 2 line description about the position. Each Committee Chair is to provide Lauren with a list of volunteer positions which fall under their committee

Discussion about the family discount and concern about whether we are covering our fixed costs to LISA and BC Soccer. Dixie advises that those fixed costs are \$57 so our costs will be covered.

Was noted that there is no requirement to bring changes to the registration format or the fee structure to the AGM for approval.

Question about possibility of online registration. It is too expensive to consider at this time. While we can put forms online, it is the payment which is expensive; cost is approximately \$10-\$15 per registration. Anyone who has additional information or ideas on how to handle online registration can contact Kim or Dixie.

Discussed idea of being able to capture all the information from registration onto an online database which we could use to generate email distribution lists, volunteer lists etc. Duncan will look into this.

ACTION: Duncan

Clothing – Kim advised we are very close to exceeding \$25,000 in clothing sales to date. Sales will continue to the end of the jamboree. Our members have been commenting positively about the new clothing and in particular the long sleeve shirts.

Sponsorships – Due to the request for sponsorship mailed out in October, we have experienced less cheques being collected. Kim recommends that the mail outs be sent to all past and new sponsors in August. April will report on the exact amount collected to date.

11. Technical Committee – Terry B says all invoices for the Technical Contract are in and \$9,000 spent so far. Player Development Clinics scheduling has gone well. Some coaching clinics – mainly for older age groups have been very poorly attended. Keeper clinics have gone fairly well on Sundays but turnout is highly dependant on the weather. Current contract is up this year so Terry is working with his committee to prepare a Request for Proposals to go out to solicit interest in the Technical Director position. There appears to be interest in an in-house Sunday Academy. Terry will put something together on this.

- Tentative dates have been scheduled for Coach certification courses as follows:
 - o Jun 22-24 B Prep (*since the meeting BC Soccer says unable to offer on this date*)
 - o Aug 25/26 CCY
 - o Sept 8/9 CCS

Some discussion about the dates noting that by September some full field coaches will be starting practices and games so perhaps would be best to have the CCS in August. Mini team coaches don't start until later in September and they would be the main target group for the CCY. Was also noted that the CCY is not a pre-requisite for the CCS.

12. Website (Duncan) – Duncan is still doing a lot of “back end” work to get the website sorted out. Meeting coming up to discuss content. Was noted that the section on Field Status is confusing; need to present it in a way that is less confusing. Committee will consider these things.

13. Risk Management (Sharon) – Six people who have not sent in their Risk Management Forms and LISA advises that they are suspended.

MOTION (Lauren) 2nd (Mike) To send notice to the six individuals in our club who have not completed their Risk Management Form that they are suspended from their duties in the club until completing the BCSA Form A . **CARRIED** Bob as Discipline Chair will follow-up.

Action: Bob

(This has now been complete. All have now submitted a Form A to LISA)

NEW BUSINESS

14. District Reps Meeting Update – Dave advised that draws for Cup play had taken place and notices have been sent out.

- Alan Churchard has resigned from LISA.
- Discussion taking place about defining boundaries for LISA clubs.
- Gordon Head tournament for U11-18 taking place April 13-15
- AGM for LISA takes place in May and June.
- PSA Board Members expressed displeasure with the way the way LISA Board has been operating in regards to handling of finances etc. Dave will take this message to the LISA Board.

15. Thrifty Cards – program is operating again but only until end of March. Contact Dixie for a card. Suggestion made to put some of these at Rotary Park. Dixie to coordinate this with Sarah.

16. Indoor Gyms – Decided to shut down indoor gym space March 1st. This will save the club \$800.

17. Sportsfunder – John reported that our club is now registered as part of this fundraising opportunity via BC Lotteries. Information on how it works will be distributed to teams and put on the website.

18. Jamboree – Will take place March 31 and April 1st. Anne Buxton to coordinate

19. Assessments – Last year we hired DDC coaches which worked well. Another option is to use Brett and his staff. Mike will come up with a proposal for next meeting. **ACTION: Mike**

Question asked whether there will be an evaluation form for coaches again this year. Mike says yes.

Still need to decide when to have coach selection; before or after assessments.

Question about evaluation forms for Mini's. Terry B did it last year; who is doing it this year. Will discuss at next meeting.

20. AGM – Will take place Thursday March 15th at Mary Winspear from 7-930pm. We will have a Board Meeting the week before to iron out any last minute details. Terri O will post notice and put together list of Board vacancies and a list of those who want to run for Board positions. **ACTION: Terri**

21. Fee Increase - Discussion about a fee increase for next year. A motion by Bob Hope seconded by Kim to increase fees to \$175.00 for 2007/2008 Season. Discussion, Motion: to table to next meeting. We need to prepare a budget for next year and if the budget shows we may have a shortfall due to increase in expenses than it would be appropriate to consider an increase. April to draft budget for next year for discussion.

ACTION: April

22. Recognition Night (Year end wrap up Party) – Will take place April 19th. Anne Buxton to coordinate

23. Adult Teams – Bob advised that we made application for a Division 6 team. This is an entry level team in the VISL. Fee is \$100.00. Concern about whether having an adult team in the club jeopardizes our status as a “youth” organization and whether this would affect our eligibility for lottery funds. April will contact the Lottery Corporation and get something in writing to confirm this. **ACTION: April**

24. Walk-a-thon – John advised that Central Saanich Lions Club and Central Saanich Fire Dept are willing to sponsor a walk-a-thon for our club in March or April. Could potentially raise \$12,000. Decided that September would be a better time for this.

25. Referee Assignments – Concern expressed about how referees are scheduled. Agreed that the process needs to be fair and equitable. The scheduler will now leave a message when he contacts refs so they have the opportunity to call back. Dave asked Bob to prepare guidelines on how refs are to be assigned so the process is clear for all referees.

ROUNDTABLE

- Coop # - idea presented to get a Peninsula Coop #. We will get a % of sales.
- Dave noted that Chole Heglund a member of our club achieved a Guinness World Record for juggling the ball (155 in 30 seconds). Duncan will put this on the website.
- Kim noted that during registration any new player registering gets their name in a draw for a sweat shirt and soccer ball.

ADJOURNED at 9:55pm