

Peninsula Soccer Association – Board Meeting
Thursday April 18, 2007

ATTENDEES:

Board Members: Jordan Dagg, Dave Erb, Kim Erb, Sharon Guenther, Sarah Higgs, Bob Hope, Duncan Kenzie, April Ogloff, Terri O’Keeffe, Richard Mosher, Val Scott-Moncrieff

Others: Dixie Allen (Registrar), Diane Hill (parent)

Absent: Lauren Bicknell, Eric Bye

1. Agenda

MOVED (Sharon) **2nd** (Kim) to accept the agenda after adding “Board Vacancy” to the top of the agenda. **CARRIED**

2. Minutes.

MOVED (Kim) **2nd** (Jordan) to accept the minutes of March 29, 2007. **CARRIED**

3. Board Vacancy

Diane Hill was introduced the Board and expressed interest in taking on the vacant Board position.

MOVED (Richard) **2nd** (Bob) to appoint Diane to the vacant Board position until the next Annual General Meeting. **CARRIED**

OLD BUSINESS

4. Committees – Chairs were to provide by tonight’s meeting their members. Richard reported that his Player Assessment & Placement Committee consisted of himself, Terri O’Keeffe and Peter Gibson. Other Committee Chairs will have their committee members in place by next meeting along with a budget on how they plan to allocate the funds under the control of their committee. **Action: Committee Chairs**

REPORTS

5. Capital Projects Report (Val)

As of our April 11, 2007 Memorial Parks Society (MPS) / PSA joint meeting, we have agreed on a field rental price of \$40.00/hr for a full field with lights to be an additional \$15.00 per use. We will monitor our monthly expenses and re-evaluate this price in six months if necessary. All outstanding monies owing PSA from last seasons use will be deposited to our MPS/PSA Blue Heron Development account.

At the time of writing this report, our major spring field renovation on Blue Heron is scheduled to start Friday April 20th. Workers should be on the field for only 2 or 3 days (not sure if it is consecutive at this point) followed by a month or so of full field closure as the grass grows. The time of closure will depend of course on how well the grass grows, we will leave the decision to the professionals, but will keep everyone posted.

The new concept for the clubhouse is alive and well. MPS has been notified and is on board, as well, we have had a positive response from a representative from Sidney council. Last Friday a few of us went through the church and see a lot of potential for the space. I will meet with our volunteer architect, Rick MacDonald (U11 B), on Wed. April 18th to take accurate measurements and get started on concept drawings. We will base a lot of decisions on research that was done for our previous drawings, with more attention put on keeping prices down. We want to make this project work.

Nordic Industries have been notified as to our intention to re-instate the backstop on the southwest corner of Blue Heron 2. This work must been done to meet the original development agreement with MPS. The quote for this work is \$3,517.00, \$2,000.00 of which has been donated by Peninsula Co-op the balance coming from the MPS account. Thank you to Peninsula Co-op for their generous donation. Work will commence when fields are dry enough to support equipment.

Nordic Industries have given us a quote of \$3317.00 to put a chain link fence on top of the lock block wall on the southeast corner of Blue Heron 2. We have applied for grant money from the Peninsula Foundation to help with the cost of this, balance to come from the MPS account. If successful, this work could be done at the same time as the backstop.

A huge thank you to Duncan Kenzie and his wife Gillian for their very generous donation of \$10,000 to the Blue Heron Clubhouse project.

Discussion:

- What will the cost be to move the church to Blue Heron and the cost to do the renovations? Val advised that once MPS reviews the preliminary drawings and agrees to the concept, she will prepare a budget and bring this back to the Board for approval. **ACTION: Val**
- Was noted that there still needs to be a budget prepared for the improvements at Blue Heron so the Board can prioritize what should be done. Val will prepare this **ACTION: Val**
- Terri noted that the club has no funds at this time to pay for moving of the church to Blue Heron. Initial discussions indicate the cost will be a minimum of \$160,000 just to purchase the church, pour a foundation, do some plumbing and wiring and move it to Blue Heron. This doesn't include any amounts to renovate the church for our needs. How will this be paid for? Dave advised we will be borrowing the money. Terri noted that it's been over a year since we talked to the bank and it's likely they will want new financial statements, a fundraising plan and a new re-payment plan in place. Dave says he is working on this.

ACTION: Dave

6. Fields Report (Submitted by email by Eric)

I'm pleased to say that Sarah Higgs and Terry Bouthillier have agreed to sit on the Fields and Scheduling Committee; Terry will schedule practices again next year, Sarah will schedule the Minis or Super 8 Fields while I will be responsible for scheduling the Full Fields. I intend on asking at least two more club members to participate on our committee and hope to make their names known as soon as possible.

I will be meeting with John Teeney within the next week to complete the transfer of Fields and Scheduling responsibilities.

Iroquois Field will be used through to April 30th for assessments. On May 1st assessments will move to Parkland School.

John has confirmed that Parkland and Sidney Elementary are booked until the end of June for assessments and Spring League.

If coaches would like to reserve field time for practices they can contact me by e-mail and I will see what is available.

7. Technical Development Report

Technical Director position – The committee to review applications received for this position consisted of David Erb (Chair), Mark Brittain, Jordon Dagg, Richard Mosher, Grant Darley, Mike Schmidt, Sarah Higgs, Michael O'Meara. There were six applicants for the position; 2 from the United Kingdom, 2 from Victoria, 1 from Vancouver and 1 from Winnipeg. Only 2 candidates met the minimum credentials. One of these was from the UK and one from Victoria.

"In camera": Discussion took place to discuss the qualifications of the candidates who applied for the position.

"Out of camera": Was agreed that Mr. David Keith was the best candidate. He holds a National Coaching license and will be exclusive to our club.

MOTION (Jordon) 2nd (Richard) To accept the committee's recommendation to hire Mr. Keith as Technical Director and the Board authorizes the Technical Committee to negotiate a contract with Mr. Keith and present it to the Board for approval.

CARRIED

ACTION: Richard

Was noted that our assessment process will be starting soon but contract with Mr. Keith probably won't be ready in time. Agreed that it would be best for Mr. Keith to do the assessments since it will provide him with a good idea of where we are as a club in terms of development and provide opportunity to get familiar with our players, coaches and parents.

MOTION (Richard) **2nd** (Jordan) To hire Mr. David Keith to run our Assessment Program and Coach Selection Process at the rate of \$50 per hour to be paid within the budget allocated for Technical Development. **CARRIED**

NEW BUSINESS

8. LISA Reps Meeting (Dave)

- LISA AGM will take place Tues May 15th at Esquimalt Rec Centre. Anyone welcome to attend.
- Nominations for Coach of the Year and Executive of the Year are being accepted by LISA.
- Scholarships for graduating players are available from LISA (\$500) and BC Soccer (\$500). Deadline to apply is April 30th.
- Fine tuning of some minor boundary changes took place.
- Transfer rule – motion from Gordon Head was put forward to change the transfer rule that would allow any player who had been a transfer from another club for 3 years to become a permanent member of that club. If this goes through it would mean that clubs could “grandfather” all their transfers who had been there for 3 years and than be eligible to receive another 3 players per team from outside their club. PSA Board members are not in favor of this. Dave says the issue has gone to the Constitutional Committee but he feels it won't be approved.

9. Spring League (Dave) – This year we are presenting an academy style spring soccer. We will be having in house games and games with other academies for those who wish to travel. Start date is April 23 and will run to the week of June 11th. Each player will receive a T-shirt. Pinnies will be used and small goals with cones. Teams will change from week to week adding to the variety of play with different players. There will be no referees. Dave mentioned that Dave Keith will take this over; he'll look at the group and decide the format. He'll be paid \$50 per hour for this. Terri noted that there was no budget for this. Spring League should not be a cost to the club. Fees charged should cover all costs. Dave will prepare a budget for the Board's approval for next meeting. **Action: Dave.**

10. Registrations (Dixie) – 542 members registered so far which is about the same as this time last year.

11. Age Group Coordinators – Dixie wants to determine who these will be for next year so she can send them lists of who has registered so far and get them to follow up to get others registered. Discussion had taken place last year about whether it was appropriate for a coach to also be an Age Group Coordinator.

MOVED (Bob) **2nd** (Duncan) That coaches cannot be an Age Group Coordinator in the same division that they are coaching. **CARRIED**

Bob will place this in our Policy Manual. Dixie will send Duncan an email to advertise on our website the vacant Age Group Coordinator positions.

12. Assessments (Richard) - This year the aim of the Player Assessment & Placement Committee is to ensure the process is consistent, objective and fair. We are also making improvements to how the data is collected, collated and stored.

Dave Keith, will run the assessments for this year. Dave will hire 2 individuals to help him with the assessing and we will use volunteer coaches from outside the division being assessed. Terri has sent out a schedule to recruit coaches, asst's, managers and age group coordinators to assist with the sessions in the following capacity:

- 2 Assessors per session (outside the division)
- 3 Drill operators per session (Outside the division)
- Age Group Coordinator (from the division)
- Rep from the division being assessed

Dave Keith will meet with all volunteers for this process on Saturday at Iroquois to explain the process. At each session all data will be collected by Age Group Coordinators and will be handed in to the committee to ensure data does not go missing.

No assessments will be done for U17 and U18 players. The committee will contact the Age Group Coordinators and Coaches of those teams to get their opinions on team composition for those age groups.

13. Financial Report (April) – Reviewed statements

a). **Saanich Sports Association** - Paid their arrears after April sent them invoice and advised that they were no longer in good standing with our club. April will continue to work with SSA to ensure we get aid for amounts for next season.

b). **Lottery Corporation Audit** – was done of our records and two issues arose:

i. Insufficient documentation for referee

coordinator. from now on bob will (ensure that all supporting documents for the referee payments will provide names,dates,wage rates and game schedules,this will be turned over on a monthly/bi-monthly basis during soccer season - september to march)

ii. Signatures on cheques - all cheques must have 2 (signing officials and that payees are not a signor, with the exception of our treasurer - regulated by our bylaws must be a signor on all cheques issued). April will ensure that all cheques are signed by 2 signing officers and view the cheques/invoices to check on their co-relation.

c). **Peninsula coop** - April suggested we sign up as a member of Peninsula Coop so we can get 5% rebate on their food centre purchases & a rebate on gas and home heating purchases of 3.5 cents per litre on any amounts our club members spend there. Membership cost is \$27.

MOVED (Duncan) **2nd** (Kim) to authorize April to spend \$27 to purchase the membership.
CARRIED

ROUNDTABLE

14. Website (Duncan)

- Duncan is working on the calendar.
- Sportsfunder is over so Duncan will remove this from website.

15. **Recognition Night** – Terri will solicit feedback to see if improvements can be made for next year.

16. **Uniforms** – Kim advised still 25 teams who have not returned their uniforms and equipment.

ADJOURNED