

# Mid-Isle Soccer Club Executive

Monday, November 5, 2018 – 7:00 pm – Frank Jameson Community Center

## Members Present:

Hiromi Tollefson – Tier III Director	Rhea Primrose – Director of Officials
Jeremy Kaye – Vice President/Treasurer	Kelly Rodgers - Secretary
Laurie Bastian – Equipment Director	Jennifer LeBlanc – Communications Director
Tonya Soules – Merchandise Coordinator	Tim Richards – Sponsorship Director
Willow J. Rae – Club Administrator	Cheryl Onciul - Registrar
Chris Such – Field Coordinator	Cheryl Merriman – Men’s program

## Late:

Chelsea Cooke – Pony Program Director	Mike Rankin - President
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## Regrets:

Danielle Winters – Tots Coordinator	Paul Brockhurst – UISA Rep
Bill Merriman - Technical Director	

1. Jeremy called the meeting to order at 7:20 pm.
2. Hiromi moved to adopt the minutes from the Oct 8<sup>th</sup> Executive meeting; 2<sup>nd</sup> by Chris. All in favour. Motion carried.
3. Jen moved to adopt the Agenda; 2<sup>nd</sup> by Chelsea. All in favour. Motion carried.
4. Old Business:
  - Executive Job profiles - please provide to Jeremy for succession planning.
  - UISA fundraising Policy – BF until the end of season to then vote on proposal.
  - Banking – BF to March AGM
5. New Business:
  - Executive meeting dates/location – motion made by Kelly to have all executive meetings scheduled for the first Monday of each month at the FJCC. 2<sup>nd</sup> by Tim. All in favour. Motion carried.
  - Festival of Lights Parade – Mid Isle will enter the parade. Willow will head up with support from Tim. Tim will have U18 team assist with organizing and ensuring younger kids are safe on the parade route.
  - Referees – We are struggling to secure referees, particularly for Sunday games and Sr. games. Tim and Cheryl Merriman will check with the players from their teams. Discussion around getting people trained if there is an interest. Pay scale provide to executive so they can spread the word about the opportunity.

○ <b><u>House pay scale</u></b>	<b><u>Tier III/VIPL</u></b>
▪ U10 – Ref \$10	U12 – Ref \$25; Line \$15
▪ U11 – Ref \$15	U13 – Ref \$30; Line \$15
▪ U12 – Ref \$20	U14 – Ref \$35; Line \$15
▪ U13 – Ref \$25	U15/16 – Ref \$40; Line \$20
▪ U14 – Ref \$30	U17 – Ref \$45; Line \$25
▪ U15 – Ref \$35; Line \$15	U18 – Ref \$50; Line \$25
▪ U16/17/18 – Ref \$40; Line \$20	

- Tier III player permit assignments – Motion made by Kelly to add Hiromi to the list of people that can complete permits for Tier III players. 2<sup>nd</sup> by Jenn. All in favour. Motion carried.
- UISA Meeting – Next meeting is November 17, 2018 – Jeremy will attend.
- Treasurer Report
  - Status of Mini World Cup – Jeremy is working on it
  - Gaming Report - Summary Report from last season was not submitted. Jeremy has requested that Penny Mears provide this for us. Should be done in the next few days.
  - Registration update – Cheryl and Jeremy still working to address outstanding league fees. Cheryl will provide the list to Tim R for his teams (house and Tier III) and Cheryl and Jeremy will continue to address the remainder.
  - Jeremy requested Access to Level 1 for the Charter. Willow will log on and add Jeremy.
  - Jeremy was provided with last minute information regarding the Society Act deadline of November 28, 2018 and whether our Constitution and Bylaws are up to date - our website shows they are from 2010 and we have not submitted copies of the Constitution and Bylaws to BC Soccer. Willow stated that we are registered with BC Society Act and there is no outstanding issue.
    - Motion made by Laurie for Jeremy to work to understand the situation and inform the board of his findings. 2<sup>nd</sup> by Kelly. All in Favour. Motion carried.
  - Jeremy reported that he was advised that the club should have 'Errors and Omissions Insurance'. Motion made by Kelly for the club to look into this and obtain ASAP. 2<sup>nd</sup> by Tim. All in Favour. Motion carried.
- Motion by Chris to add Danielle and Tonya as voting members of the executive. To be further discussed and researched if the club can add 'Directors' mid-season, or if it needs to be done at the AGM. BF to next meeting.
- Motion to have Tonya be our club representative for the 'Forrest Field Enhancement' committee withdrawn until clarity can be provided regarding adding 'Directors' mid-season.
- Motion made by Chris to implement a volunteer fee to registration. Motion withdrawn and new motion made to create a volunteer committee to determine how to address the lack of volunteers engaged with Mid Isle Soccer. 2<sup>nd</sup> by Tim. All in favour. Motion carried. Volunteer Committee will include Tim, Jenn, Rhea and Chelsea.
- Motion made by Jeremy to provide at least one in-person registration opportunity for next year. 2<sup>nd</sup> by Kelly. All in favour. Motion carried.

- Willow provided the executive with a copy of the contract she created for the Merriman training sessions. Motion made by Tim to sign the contract with Merriman Soccer for the developmental training sessions. 2<sup>nd</sup> by Chris. There was a noted increase in costs of the training sessions as a result of adding a second night. Discussion - the increase in registered membership and funds from hosting Mini World Cup will be enough to cover the increase in contract cost. Kelly requested that Executive be able to see a sample of the lesson plans identified in the contract for the training session. Cheryl M agreed to provide. All in favour of approving the contract. Motion carried.
- Discussion regarding Criminal Record Checks – roughly 5 house coaches have not completed at this time. Willow is trying to work with them to complete ASAP. She will provide the names to Chelsea in order to support Pony coaches to get completed. Cheryl M stated she is also working with her coaching staff for the training sessions to complete the criminal record checks. She noted that they have separate insurance for their training program and if anyone has any questions about the sessions to please have them approach her directly.
- Mariner's men's teams re: Field rentals – presently the men's teams book through Mid Isle for their field rentals; however, it has recently been determined that based on our By-laws they are not members of the club at this time, though we are working to remedy that and have them included. It was suggested that at this time the cleanest course of action is to separate the field bookings/contracts into Men and Youth contracts. Tim made motion that Mid Isle Men take on a field rental contract with the town for their own bookings and Mid Isle Youth take on their own contract for the youth times. 2<sup>nd</sup> by Kelly. All in favour. Motion carried.
- Kelly brought up concern that the Mid Isle website information is not current. Mike requested an email be sent to him identifying what needed to be updated and he would remedy.

Motion made by Jenn to adjourn the meeting. 2<sup>nd</sup> by Hiromi. All in Favour. Meeting adjourned.

Next meeting Dec 3, 2018 at 7 pm at FJCC.