

# Mid-Isle Soccer Club Executive

Monday April 1, 2019 - 7pm @ FJCC

## Members Present:

Jeremy Kaye – Vice President/Treasurer  
Cheryl Onciul – Registrar  
Cheryl Merriman – Adult Program Director  
Tonya Soules – Director of Public Relations  
Tim Richards – Sponsorship Director

Chris Such – Field Coordinator  
Kelly Rodgers - Secretary  
Chelsea Cooke – Pony Program Director  
Hiromi Tollefson – Tier III Director  
Jennifer LeBlanc – Communications Director

## Late:

Paul Brockhurst – UISA Rep

## Regrets:

Laurie Bastian – Equipment Director  
Danielle Winters – Tots Coordinator  
Rhea Primrose – Director of officials

Bill Merriman - Technical Director  
Mike Rankin – President

Also Present: Tim Smith

1. Jeremy called the meeting to order at 7:11 pm.
2. Minutes – discussion of Quorum from last meeting. Jeremy reported that he fixed Quorum at 7pm so that the meeting could start. He has spoken to BC Soccer and UISA and the meeting is deemed valid. Motion made by Chelsea to adopt the minutes. 2<sup>nd</sup> by Tonya. All in favour. Motion carried
3. Discussion of Tim Smith attending the meeting on this date and his wish to discuss Tier III program and academy.
4. Additions made to the agenda. Motion made by Cheryl O. to adopt the agenda. 2<sup>nd</sup> by Hiromi. All in favour. Motion carried
5. Old Business:
  - Executive Job profiles - please provide to Jeremy for succession planning. Jeremy to send to Jenn.
  - UISA fundraising Policy - BF until meeting after AGM
  - Discussion regarding where Mid Isle Soccer conducts its banking business – BF to meeting after AGM
  - Update on Volunteer committee – no update – Cheryl O. to provide committee with names as people register and indicate they will volunteer
  - 2019 Photo Day dates – Tentative dates set for Oct 23/24 – Hiromi to confirm over the summer.
  - Update on Outstanding membership fees and Tier III fees – no additional fees have been collected. Discussion on how to ensure all kids are able to continue playing soccer if cost is an issue, but also ensure that fees are being paid to cover Mid Isle costs. Discussed options of youth refereeing to cover their costs, amending registration process so that fees must be paid up front, cross-referencing registration has been paid when providing jerseys. Further discussions/planning to occur through the Registration Fee committee.
  - 2018 Sponsorship funding – Tim reported he has laid out all his sponsorship details in a document and will provide to Jeremy. Club should have ~\$3500 in sponsorship by mid-August.
6. New Business:

- Conflict of Interest disclosures – executive members asked to update their conflict of interest disclosure forms (done and provide to secretary). Jeremy explained some of the criteria of the conflict of interest.
- Tier III – numbers are low. Tim R suggested reaching out to Oceanside and Port Alberni to have kids come play at Mid Isle to fill teams. Also suggestion made to reach out to Nanaimo for extra players. Tim Smith offered to help work with Hiromi to reach out and get enough kids for the teams. Jenn to send an email tonight with the following try-out dates:
  - April 8<sup>th</sup> U16-18 boys 6:30-8:00
  - April 11<sup>th</sup> U15/15 boys and girls 7-8:30
  - April 15<sup>th</sup> U12/13 boys and girls 6:30-8:00

Technical team will do all the evaluations

- Cheryl O suggested the executive explore a director position to support coaches. Discussion regarding coach training. Suggestion of running a coaching session (before the coach BBQ and perhaps a couple other times during the year) to provide coaching plans, suggested drills, and support to encourage more coaches to assist the club. BF to future meeting.
- Treasurer Report – Financials sent to executive just prior to the meeting. Discussion of club priorities (Club house, Warm-up pitch etc.). Executive to explore with Mike Rankin what progress and discussions have already occurred with the town.
  - Accountant is completing a “Notice to Reader” for financials (Fiscal year end is March 31). Hope to have completed for mid-May. Jeremy suggested that the AGM be moved until after the financials can be completed (Mid-June). Kelly made a motion to keep the awards night for April 24<sup>th</sup> and move the AGM to June 13.2<sup>nd</sup> by Chelsea. All in favour. Motion Carried.
    - Jenn will book the AGM at the FJCC program room and send out an update email about the awards/AGM dates/times
  - Jeremy will likely be working on the 2019-2020 financials and then bring it to the executive to strike a committee to create the financials
- Awards night – Tim Richards said he would MC. Jenn to order medals. Cheryl O will send # of teams to Jenn and she will order medals that say Mid Isle Soccer 2018/2019 on the back.
  - Hiromi will reach out to see if the club can obtain digital copies of the photos from photo day and Kelly will assist with a PowerPoint presentation for the awards.
- Motion made by Jeremy to change the lock on the SeaCan and give all the keys to the equipment manager to distribute. 2<sup>nd</sup> by Hiromi. All in favour. Motion carried. This will be done after the evaluation for Tier III are completed
- Chelsea reported she can order the Timbits jersey’s now so requested the registration numbers from Cheryl O. She will also order a set of jersey’s for the Girl Power program. Chris will look into sponsorship for the Girl Power program as well.
- Jeremy will email the town about the sponsorship signs not being up at the field and a suggestion of adding a sign that says “Before you complain, have you volunteered”.
- Coaches Survey – It was sent out about 1.5 weeks ago. So far there have been 19 responses (mostly positive). Motion made by Jeremy to purchase the SurveyMonkey subscription if it’s a reasonable cost (<\$100) to bring that data to the executive for future planning. 2<sup>nd</sup> by Kelly. All in favour. Motion carried.
- Adult player fees – need to have all rosters submitted to the registrar by September in order to wave the fee to the club. BF to future meeting discussion on when to waive adult team fees and discussion of “life time members”.

- Club development/Monday night – Need communication with coaches and parents at the pony level Re: expectations of kids and parents. Cheryl M and Tim Smith presented the executive with a rough proposal for Club development moving forward. Monday nights would be for U10-U18, Pony training would be led by their coaches on another night with the support from the technical team ~1x/month. Cheryl M will send out the proposal to all executive.
- 5-aside tournament is on the verge of being cancelled due to low numbers. Cheryl M will send out another email and hopefully that will spark enough interest to proceed.
- Tim Smith's Spring Soccer starts tomorrow.
- Cheryl M has organized bussing/tickets for the Pacific FC home opener on April 28<sup>th</sup>. Cheryl will send the details to Jenn to distribute to the club.
- Tim Richards will pick up 2 tables from Costco this week.
- Resignation of ED and request for final payment. Decision made to go in camera for discussion. Those with conflicts of interest asked to excuse themselves from the discussion. Executive went in-camera at 9:51pm. Decision to fulfil ED contract with cheque amended for April 1 for full payment and cancel May 1 cheque.
- Jeremy to create the Club Bylaws using the BC Soccer Templates and bring to the next meeting to review.
- Motion made by Kelly to adjourn the meeting at 10:05 pm. 2<sup>nd</sup> by Tim. All in Favour. Meeting adjourned

Next meeting May 6, 2019 at 7 pm at FJCC.