

Mid-Isle Soccer Club Executive

Monday March 4, 2019 - 7pm @ FJCC

Members Present:

Jeremy Kaye – Vice President/Treasurer

Cheryl Onciul – Registrar

Laurie Bastian – Equipment Director

Bill Merriman - Technical Director

Chris Such – Field Coordinator

Kelly Rodgers - Secretary

Cheryl Merriman – Adult Program Director

Tonya Soules – Director of Public Relations

Late:

Jennifer LeBlanc – Communications Director

Chelsea Cooke – Pony Program Director

Regrets:

Danielle Winters – Tots Coordinator

Tim Richards – Sponsorship Director

Rhea Primrose – Director of officials

Paul Brockhurst – UISA Rep

Mike Rankin – President

Willow J. Rae – Executive Director

Hiroshi Tollefson – Tier III Director

1. Jeremy called the meeting to order at 7:13 pm.
2. Amended the minutes from the February Meeting and then Chris moved to adopt the previous minutes with the edits; 2nd by Cheryl O. All in favour. Motion carried.
3. Motion made by Kelly to adopt the agenda. 2nd by Tonya. 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.
 - Discussion regarding where Mid Isle Soccer conducts its banking business – BF to April AGM
 - Update on progress from Registration Fee committee – No update. BF next meeting
 - Update on progress from Contract Review committee update – Committee met February 23 and reviewed the Executive Director contract. They have requested additional information regarding the current contract and will continue to meet and discuss.
 - A recommendation was made by the committee to request written monthly updates from the Executive Director.
 - Jeremy made a motion to respectfully request written monthly updates regarding the hours the Executive Director has spent on club business, what tasks have been worked on, and what Director tasked the work in order to ensure we are compensating the work appropriately. 2nd by Kelly. All in favour. Motion carried.
 - Discussion that this request would be moving forward (not retroactive) and acknowledging that this time of year is not as busy as many other times (such as start-up and wrap-up).
 - A recommendation was made by the committee to move the 'Risk Management Officer' position to the secretary position effective immediately, after discussing with BC Soccer that this is a task that can be completed by a board member, in order to lighten the load on the Executive Director.

- Jeremy made the motion for Kelly to be the Risk Management Officer effective immediately. 2nd by Laurie. Kelly abstained from the vote. The remaining members all in favour. Motion carried.
 - Chris provided Kelly with several binders of Mid Isle club records, from Willow, for Kelly to maintain as club secretary.
- Update on Volunteer committee – no update – BF to next meeting.
- Update on progress of Concussion course completion by our coaches – BF to next meeting
- 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 – BF to next meeting as Tim was not present to discuss.
- Jersey update – Laurie is meeting with Moreno next week to place order.
- AGM organization/awards/committee – It was noted that while the award nominations task was in the Executive Director contract, Jenn will be the point of contact for the AGM/Awards Ceremony. An email needs to go out to coaches asap regarding the nomination for 3 awards/team (Jeremy will support Jenn to get email out). Jenn will book the hall for April 24th (or the alternate date of April 10th).
 - Need to recruit heavily at the AGM for adult level referees, as we only have 3 qualified at this time and due to injuries/illness have been short (almost resulting in cancellations of games).
- Mid Isle trip to Vancouver for Canada Soccer game – Mid Isle will not be organizing a trip to this game; however, Cheryl M is planning to organize a trip to watch the home opener for Pacific FC at the Westshore Stadium on April 28th at 4pm. Information will be distributed through the Mid Isle Facebook group and an email to the membership.
 - It was noted that Pacific FC provided the U13 girls teams with bags for their wrap-up tournament this past week. Mid Isle executive is very appreciative of the support.
- Mid Isle Bylaws – Jeremy explained that Mid Isle is currently in the application stage of the BC Soccer Club Charter Program. Jeremy suggested striking a committee to review the Bylaws over the off-season to ensure any changes that are required are done thoughtfully and accurately. Paul Turner (BC SOCCER – Soccer Development Officer) has offered to come and talk to our group about the Charter program in either April or May. The decision was made to defer this until the May executive meeting in order to have any new board members involved.
- Executive Directors present reviewed and edited the questions that Laurie created for the survey for coach feedback on the season. Laurie will provide them to Jenn, who will create the survey and distribute to coaches.
- Year-end Wrap-up – Pony/girl power – Chelsea reports that it went well.
- Discipline/Risk Management – Tier III incident –bf'd to next meeting as Willow absent.

5. New Business:

- Executive Director update – Willow not present to provide. BF to next meeting.
- Treasurer Report

- March Madness has started and payments have started coming in.
- Discussed in-person registration opportunities – Jeremy and Cheryl O to discuss logistics. Suggested options: a table at the upcoming 5 aside tournament (April 5/6); having paper forms available for people to get started on registration if they don't have internet access; more than 1 in-person registration opportunity.
 - Executive Directors in agreement that any registrations received up to and including at the 5 aside tournament would be entered into the draw at the AGM for one free Mid Isle soccer registration.
- Tier III tryout dates – Plan to do Tier III tryouts on April 1, 4, 8 and 11 (adding sessions if necessary). Thursday session cannot start before 7pm; however, Monday sessions can start earlier. Each session will likely be 1.5 hrs in duration. Suggestion that Hiromi get the layout information from Mike regarding how they were done last year.
- Website – Jenn will review the website and ensure all the executive positions are uploaded as it was brought to the executive that the Adult Program Director was no longer on the website.
- 5 aside – Cheryl M will reach out to Tim to discuss promoting the 5 aside with other clubs (ex: Cowichan, Salt Spring)
- Coaches for next year – acknowledgement that several coaches from this year may not be back next year and that executive should reach out to coaches early and see who is returning and what teams we may need to recruit for. Hiromi to reach out to the Tier III coaches to discuss next year.
- Budget 2019/2020 – We need to set a budget for next season prior to the AGM. Jeremy will reach out to Mike in advance and get started. Laurie to provide Jeremy with the numbers she has available regarding costs of nets, jerseys etc.
- Tonya requested that people provide her with any information regarding possible purchases or requests for funding from our local services clubs and she will liaise with them to try and cover some costs.
 - Cheryl O will provide Tonya with a list of what Gaming Grant money can and cannot be spent on in order to consider what we request from the local service clubs.
- Year-end Wrap-up discussion. Need to clearly outline who is responsible for passing information along regarding which teams are hosting wrap-up events for Mid Isle. Discussion that it may make sense for the field coordinator to disseminate the information as they are booking fields for those events.
- Bill reported that the VIU women's soccer program is hosting a high school soccer tournament on March 13 @ Merle Logan field. VIU was seeking any youth players that wanted to walk players on to the field to start the games. Tournament runs from 8:30am-5pm with semi at 3pm and final at 4pm.

Motion made by Chris to adjourn the meeting. 2nd by Tonya. All in Favour. Meeting adjourned approximately 9:20pm.

Next meeting April 1, 2019 at 7 pm at FJCC.