



MID-ISLE SOCCER CLUB, LADYSMITH BC EXECUTIVE BOARD MEETING

Monday, October 4, 2021 @ 7:45pm via Zoom

Roll:

President – Jeremy Kaye
Vice President – Todd Vass
Registrar – Jenn LeBlanc
Secretary – Jen Kebe
Treasurer – Krista Benjamin

Director at Large (Communications) – A'liza Monette
Director at Large (Adult Program) - Cheryl Merriman
Director at Large (Risk Management) – Kelly Rodgers
Director at Large (Fields) – Hiromi Tollefson
Director at Large (Pony) – Vacant
Tots Program Director – Danielle Winter
Director at Large (Public Relations) - Tonya Soules
Director at Large (Equipment) - Laurie Bastian
Director at Large – Bonnie Draginda

Agenda:

1. **Call to Order**
2. **Approval of Minutes of Executive Meeting September 6, 2021** – pages 2 – 4 of this document.
3. **Call for Additions/Adopt the Agenda**
4. **Old Business**
 - Registration Update (Jaymee)
 - Update on U10 and Up Team Creation (Kelly, Laurie, Jaymee)
 - Update on Pony Team Creation (Jenn L., Cheryl, Jaymee)
 - Update on Ref courses (Jaymee)
 - Update on Coaches Meeting (Jeremy)
 - Update on Coach Training (Jaymee)
 - Update on Competitive Teams (Jeremy)
 - Update on Team Merch/Kits (Laurie)
 - Update on Photo Day (Hiromi)
 - Reminder about Conflict of Interest Forms (Jen)
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5. **New Business**
 - Forrest Field Project Contingency Fund Contribution – formal request (see page 5 of this document) (Tonya)
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6. **President's Update**
7. **Date for next meeting**
8. **Adjournment**



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	Director at Large (Equipment) - Laurie Bastian
	Director at Large – Bonnie Draginda – Regrets.

Minutes:

1. **Call to Order at 7:05 by Jeremy.**
2. **Approval of Minutes of Executive Meeting August 23, 2021** – Kelly noted a discrepancy in the number of declared competitive teams and the teams listed. Number of competitive teams declared is actually three (not four) and the U12/13 Girls team has been added to the list. *Kelly moves to accept the minutes with amendments; Todd seconds. Motion passed*
3. **Call for Additions/Adopt the Agenda** – Jeremy asks to add Conflict of Interest Forms and In Camera to the agenda. *Laurie moves to adopt the agenda with Jeremy's additions, Kelly seconds. Agenda Adopted.*
4. **President's Update (Jeremy)** – incorporated into Old/New Business
5. **Old Business**
 - Registration Update (Jaymee)
 - 395 players registered. Registration ends on September 8th and after that it's waitlist. This is to facilitate team formation.
 - U10 and Up Team Creation (Kelly, Laurie, Jaymee)
 - Laurie and Kelly have been working on teams, they're all ready to go. Some teams are looking a bit big, but we are at the point where we don't have enough for two teams but too many for one. Biggest team is U14-18 Girls at 20 participants.
 - Coaches AND assistant coaches for all teams now, except for U14/15 Boys team. Kelly has emailed the group and Todd has said he has a suggestion for this group.
 - Thanks to Laurie and Kelly for all the work they have done to make the teams balances and with solid coaches and support.
 - Pony Team Creation (Jenn L., Cheryl, Jaymee) – Pony teams are ready to go

- thanks so much to Jaymee for all the work laying the groundwork for all the teams.
- Tots is full so some waitlisted participants are asking to join a Pony group even though they are too young.
- Danielle reports that Tots are at capacity. There are 50 participants, so that is 25 X 3-4 year olds with parents on the field at one time. Previous max was 20 participants per group so 25 is already an expansion. Still need a coach for the 10am slot.
- A couple of tots kids may play with a Pony team as all tots participants are able to play.
- Ref courses
 - Small sided games course was cancelled without any notice; reaching out to BC soccer to reschedule.
 - Refresher courses are all online
 - We are actively working with BC Soccer for new courses
- Coaches Meeting (Jeremy)
 - Two meetings: one with pony coaches and one with the U10 and up coaches. Preferably at the field. Quick intro to MidIsle Soccer and then let Matt explain how he is there to support them in their coaching session. All coaches will get their training materials at this meeting.
 - U10 and up coaches on Thursday, September 9th at 7:15pm at Forrest Field.
 - Pony Coaches on Monday, September 13th at 6:30pm at Forrest Field.
- Coach Training (Jaymee)
 - Jaymee has made a spreadsheet of who has training and where they need to continue their education. All coach training is all online at this time. Jayme is continuing to follow up with this.
- Competitive Teams (Jeremy)
 - U12/13 boys team has been created and all have accepted.
 - U16 boys has been created.
 - U12/13 Girls team is 14 players, keeping all players on the roster. Jaymee says that half of the players have confirmed.
 - Some members of the competitive teams will be asked to play up with the older players from time to time.
- Team Merch/Kits (Laurie)
 - Laurie has been busy making all the kits – Pony and House Kits have been made. Thanks to Laurie for all the work!
 - Corner Flags are on the way
 - Need more soccer balls as we have more teams this year.
 - Will contact rep teams for number preferences and sizing for new jerseys and discuss fundraising for extra merch. Done on a team-by-team basis. Sponsorship for gear may be an option.
 - Saturday September 11th and Wednesday September 15th.
 - Anyone picking up gear must have paid their registration (Laurie to confirm with Jaymee) and provide cash or cheque for a deposit.
- Competitive Fees (Kelly)
 - Currently, participants are paying \$185 for registration with the club PLUS \$185 for competitive fees.
 - This year, our competitive teams are only playing on the competitive teams, instead of competitive AND house, so we may need to reconsider the fee structure.
 - We need to do an analysis and explain our fees to our membership.
 - Components to consider:
 - Ref costs are higher for competitive AND insurance is more expensive.
 - Full field, field costs are more.
 - Competitive teams will get extra field time later in the season and the possibilities of more games.
 - Uniforms are kept by the competitive teams.

- Also increased support from the TD with the competitive teams.

6. **New Business**

- Process for using Admin (Jenn L.)
 - Jeremy is the principle point of contact for admin.
 - Costs thus far are in line with our budgeting expectations.
 - We are currently monitoring our usage and costs.
 - The first few months will be a learning curve for understanding how we most efficiently and appropriately use our admin.
- Covid Protocols for Tots (Danielle)
 - Are there any? No information from BC Soccer at this point. They will follow VIA Sport's guidelines that are based on the Public Health Officer directions.
 - We have hand sanitizer available and we can still encourage everyone to use it.
- Code of Conduct Forms (Danielle)
 - Do we do them for Tots? This is done all through registration.
- Photo Day (Hiromi)
 - Hiromi contacted Freeze Frame and have tentatively booked September 25th for the gym at FJCC. Mask wearing is required so we are looking at the Kin Hut or the baseball diamond as options.
- Field Times (Hiromi)
 - Everyone is asking for Wednesday so right now there is some juggling going on.
 - Start date for practices will be decided soon. Hiromi will send the schedule to Jeremy and Jaymee shortly.
- Conflict of Interest Forms (Jeremy)
 - Jeremy sent these out by email.
 - Jen K to convert to fillable pdf and send out to the executive as soon as possible.
- In Camera 8:50 - 9:02pm
Decision out of In Camera:
 - Review and amend the Parent Code of Conduct Form to address deficiencies– Jeremy to work with Jaymee
 - Send out to executive for approval and then to membership by email before first practice.

7. **Date for next meeting:** October 4th @ 7:45pm by zoom.

8. **Adjournment Jen L moves to adjourn the meeting at 9:10pm.**

September 26, 2021

To the Executive Board of Mid Isle Soccer,

This letter is a formal request for funds in the amount of \$5,000 to be deposited into a contingency fund for the Forrest Field Enhancement Committee. The five clubs that make up the Committee have agreed to contribute \$5,000 each to cover any shortfalls that may occur after the Gaming grant goes in. The money will be deposited into an account and held in trust in the event it is needed.

Sincerely,

Tonya Soules
Director at Large
Mid Isle Soccer Club