



ASA Board Minutes

March 1, 2014

9:00 AM

Location: ASA Office

Approved (April 26, 2014)

In attendance:

Ole Jacobsen, President

Danny Bowie, 2nd VP

Shaun Hammond, Director-at-large

Malcolm Pritchard, Director-at-large

Sharon Evens, Director-at-large

Ted Yoo, 1st VP

Sherri Thorsen, Director of Finance

Billy Dunlop, Director-at-large (CC)¹

Rob Ziccarelli, Director-at-large

Richard Adams, Executive Director

Note 1 – Billy Dunlop left the meeting at 10:25 AM

1. Call To Order

*M280 Motion: Call meeting order
M/S/C*

Meeting was called to order at 9:04 AM

2. Approval of Agenda

A. Committee Updates

- a. General Updates
 - i. Committees
 1. Public Director (Appointed)
 2. Chairs
 - ii. Women's Committees
 - iii. Business Development
- b. Finance Committee
 - i. 2014 – 2015 Budget
 1. Central Registration
 - ii. Board of Directors Expenses
 - iii. Savings Account Report
- c. Risk Management Committee
 - i. CRC Policy
- d. Governance & By-Laws
 - i. AGM Review
 - ii. Governance Policies
- e. Strategic Planning Committee
 - i. CSA Logo Association
 - ii. CSA Strategic Plan Update
- f. Awards & Recognition

- i. Banquet Awards Review
 - g. Technical
 - i. EIYSA – EMSA
 - ii. HPL Update
 - h. Referee Development Committee
 - i. RDC Update
 - ii. EMSA linesman Course
 - i. Competitions Committee
 - i. Provincials Preview
 - 1. Provincials Reps
 - j. Discipline & Appeals
 - i. Board Member Investigation
- B. New Business
 - a. Blackout Times for World Cup Games
 - b. MHSA
 - c. CSA AGM
 - i. Attendance
 - ii. Nominations

*M281 Motion: To approve the agenda as amended
M/S/C*

3. Approval of Previous Minutes

- A. January 17, 2014 ASA BOD Minutes

*M282 Motion: To approve the January 17, 2014 ASA BOD Minutes as amended.
M/S/C*

- B. January 19, 2014 ASA BOD Minutes

*M283 Motion: To approve the January 18, 2014 ASA BOD Minutes as presented.
M/S/C*

4. Review of Action Items

- A. Competitions Committee Items (A230 – A232)
 - a. The committee will be meeting to discuss these three action items on April 12.
- B. Board less Soccer Recommendation (A237)
 - a. The ED and TD had concerns about how the recommendation would be received given the lack of response to futsal in the past two years and the impact on the boarded provincials for the 2014 season. The Board of Directors recommended that the recommendation be presented with the understanding that the lack of uptake on Futsal should be considered as part of the recommendation. The Board of Directors also recommended that consideration on how indoor soccer is used for development versus entertainment based on the level of play should be considered. The document should include the pros and cons of the very indoor game options as every member will have different constraints on indoor soccer facility availability.

A259 Action: To present the boardless soccer recommendation to the Board of Directors and then the membership during the April planning meeting.

- C. District Visit versus Player Numbers (A248)

- a. The review of the numbers indicates success on impact for many members but the number of districts with close to zero impact is a concern. Some of the members have acknowledged that the ASA program exists but have not asked for assistance but the ASA has had trouble engaging some members entirely. The new grassroots festival project that is in the pilot phase is an attempt to provide programming that will be universally available and useful to the members.

5. Agenda

A. Committee Updates¹

Note 1 – Billy Dunlop left the meeting at 10:25 AM

- a. General Updates
 - i. Committees
 - 1. Public Director (Appointed)
 - a. Nominations
 - i. Chris Buchanan
 - ii. Maria Marshall

*M284 Motion: To appoint Chris Buchanan to the position of Public Director on the Board of Directors for a two year term.
M/S/C*

A260 Action: O. Jacobsen to follow-up with Chris Buchanan and Maria Marshall about the appointed position.

A261 Action: R. Adams to send out an announcement in regards to the appointment after the candidates have been contacted.

- 2. Chairs
 - a. Governance
 - i. Finance – Sherri Thorsen
 - ii. Risk Management – Shaun Hammond, Ted Yoo
 - iii. Governance & By-Laws – Malcolm Pritchard
 - iv. Strategic Planning – Sharon Evens, Danny Bowie
 - v. Awards & Recognition – Billy Dunlop, Rob Ziccarelli
 - b. Operational Liaisons
 - i. Technical – Billy Dunlop, Rob Ziccarelli
 - 1. Chair – Shaun Lowther
 - ii. Competitions – Danny Bowie, Sharon Evens
 - 1. Chair – Darron Bunt
 - iii. Referee – Malcolm Pritchard, Shaun Hammond
 - 1. Chair – David O’Neill
 - c. Independent
 - i. Discipline & Appeals
 - 1. John Maher – Off-Field Discipline Chair
 - 2. Henry Szewczyk – North Liaison
 - 3. Chris Goldring – South Liaison
 - ii. Nominations
 - 1. Board of Directors members will be approaching a couple of candidates in regards to chairing the committee with an eye towards having a chair for the summer of 2014.
 - d. Ad-Hoc
 - i. Women’s Committee – Annette Cameron, Carole Holt

- ii. Business Development – Lindsay-Anne Freire
 - ii. Women’s Committees
 - 1. The Women’s committee will be meeting April 12 for the first meeting since the new chairs (above) have been named. The primary goal of the committee in the short term is to find ways to take advantage of the U20 Women’s World Cup and the 2015 Women’s World Cup. A full review of current projects will also be done by the group.
- b. Finance Committee
 - i. 2014 – 2015 Budget
 - 1. The first draft of the budget review and the board agree that a target of \$0 bottom line for the budget makes sense given the current financial position of the ASA. Currently the staff members responsible for each budget area are reviewing line items but the budget will be kept to a \$0 bottom line.
 - 2. Central Registration
 - a. The CSA and FIFA have a central registration system targeted for 2018 as part of their strategic plans. The ASA has consistently had a central registration brought up as a solution to player number, player movement and discipline tracking. The ASA would like to move down this path so that a system is in place for the 2015 outdoor season at the latest. CSA and FIFA will be providing a timeline update on their targets for Canada at the CSA meeting in May. The ASA will determine their timeline after this meeting but will review the matter fully with the membership in April 2014.

A262 *Action: To review central registration with the membership and explain implementation timeline goals at the April planning meeting.*

- ii. Board of Directors Expenses
 - 1. Board Member Identification
 - a. The board discussed and agreed on the need for a more formal method of recognizing board members at membership meetings. This could prove especially important moving into the upcoming two years with the FIFA events coming. Different options include a full suit with ASA embroidery, formalized magnetic name tags or Director pins. The cost of the suits would be \$300 per Director but no costs were available for the other two options.

M285 *Motion: To purchase a suit for the ASA Directors for ASA Business.*
M/S/Defeated

A263 *Action: R. Adams to research and select either magnetic name tags or Director pins for the ASA Board of Directors.*

- iii. Savings Account Report
 - 1. The ASA currently has \$400,000 in a long term, no risk, investment and \$100,000 in a short term, no risk, and investment. The Board discussed and agreed to add an additional \$300,000 to the short term investment.

M286 *Motion: To invest an additional \$300,000 in the short term investment account.*
M/S/C

- c. Risk Management Committee
 - i. CRC Policy
 - 1. The draft CRC policy was presented to the Board of Directors. The key discussion surrounded how referees should be treated within the policy. It was agreed by the Board of Directors that the ASA should target having referees be required to complete a

criminal record check by the spring of 2015. This process will start with all instructors requiring this to be done for the teaching season in the spring of 2014. The document will be presented to the membership in April 2014.

A264 *Action: To develop a process for communicating Criminal Record Check Policies to officials for the Spring of 2015.*

A265 *Action: To present the Criminal Record Check Policy to the membership in April 2014.*

d. Governance & By-Laws

i. AGM Review

1. The By-Laws amendments passed at the 2014 ASA AGM have been registered. Further review is required on the voting structure By-Law that was referred back to the committee. To date no changes for the spring meeting have been put forward by the committee.

ii. Governance Policies

1. The Governance Policy on Competitions will be presented in its second form to the membership in April. A review after the AGM planning session speaks to the main issues surrounding how players are released and transferred. There is also a section surrounding the deleted Rule 25 based on requests from the membership to keep the topic open.
2. The key gap in the Governance Policies and Rules & Regulations rests with the Membership section that was rejected at the By-Laws level in October 2013. The Governance & By-Laws committee will be proceeding with a review of the membership sections for a Governance Policy on membership.

A266 *Action: R. Adams to produce a first draft of the Governance Policy on Membership for review by the committee.*

e. Strategic Planning Committee

i. CSA Logo Association

1. A composite logo linking the ASA with the CSA was presented to the board. The consideration at this stage is whether or not the CSA should proceed with brand guidelines for the overall use of a composite logo at the provincial level. There will be pilot project uses with CSA approval but the hope that is that guidelines can be agreed upon by all provinces and the CSA for free use at a provincial level.

M287 *Motion: To approve, in principle, the ASA / CSA composite logo pending a full review of the grand guidelines when produced by the CSA.*

ii. CSA Strategic Plan Update

1. The committee provided a summary review to the board of how the ASA strategic plan aligns with the CSA strategic plan. Overall the plans have key alignments but there will be some required updates to the ASA strategic plan when looking at areas like central registration, High Performance Leagues, coaching education requirements. The Board agreed that the committee should proceed with alignment on key areas, recognizing that full alignment is unlikely given the national implications of some parts of the CSA vision.

f. Awards & Recognition

i. Banquet Awards Review

1. A survey has returned from the members in regards to the awards show and banquet. The overall impression of the survey and the Board of Directors is that the MC and the guest speaker were great additions to the event. There is still work to do on the awards portion in terms of shortening the awards portion and engagement from the members. The Award

of Merit revised methodology is already been sent to the members so that each district understands they can present an award within their district for nomination to the ASA.

A267 Action: The Awards & Recognition committee to review methods of engagement with the districts on awards and the timing of future awards banquets.

- g. Technical
 - i. EIYSA – EMSA
 - 1. The Board of Directors discussed and agreed that both EMSA – EIYSA are members in good standing that have been approved to operate in the youth domain in Edmonton. The ASA will not mandate that the groups engage in talks for joint leagues or mergers but would participate in mutually agreed upon negotiations if requested by both members.
 - ii. HPL Update
 - 1. The technical sub-committees have made significant progress on the HPL Club Selection Process and League Standards. Detailed work on the financials for the league are on-going. The Governance structure is the one area where progress is slow. The committees are proceeding with a presentation timeline for these documents in April 2014.
- h. Referee Development Committee
 - i. RDC Update
 - 1. The ASA has re-certified all instructors over 2 weekends and also had 23 new instructors go through the certification process.
 - 2. The RDC is currently working with Provincial RIC's and members on assignments for the three provincial weekends.
 - 3. The AMSL pre-season referee meeting will take place over two sessions (North & South) in April in an effort to improve the quality of officiating at the AMSL level.
 - 4. Referee upgrade courses are being offered for the regional, provincial (ASA) and Provincial / National (CSA) levels over the next 4 – 5 months.
 - ii. EMSA linesman Course
 - 1. Communication has been sent to EMSA about the course no longer being sanctioned by the ASA. EMSA has indicated they will still run the program internally to help the program have linesman for all of their competition games. The ASA will communicate to all other districts that the pilot program has ended and that any graduates of this program are not eligible to be AR's outside of EMSA programming.

A268 Action: The RDC to inform the districts about the status of the EMSA Linesman program.

- i. Competitions Committee
 - i. Provincials Preview
 - 1. Provincials representative positions have been filled but assistance during medal presentations would be helpful to those reps who are on their own at large centers. A list will be distributed to board and those that are available can contact the Competitions Coordinator directly for scheduling.
- j. Discipline & Appeals
 - i. Board Member Investigation
 - 1. At the AGM a request was made by a member to explain the process followed by the Board of Directors during the investigation. The Board of Directors agreed that an explanation of the process can be provided to the membership and agreed that further review of any off-field discipline process should take place through the Governance & By-Laws Committee.

A269 Action: R. Adams to produce a draft review of the investigation procedure used by the Board of Directors during the former Board member investigation in 2013.

A270 *Action: The Governance & By-Laws Committee to write an off-field discipline procedure for review by the membership.*

B. New Business

a. Blackout Times for World Cup Games

- i. The ED prepared a memo for distribution to the membership in regards to the following items;
 1. FIFA Event Black out times
 2. U-20 Event Quarter-final alignment with Tier 2 / 3 provincials
 3. CSA WNT national game with Japan

b. MHSA

- i. There have been several resignations (only the Secretary remains on the Executive) from the Board of Directors in Medicine Hat in the past 5 weeks. The ASA President will be going to Medicine Hat to work with the remaining board members on how to proceed within the By-Laws in the short term and consider the long term decisions surrounding a possible SGM or long term board appointments. The ASA President will report back any need for assistance from other members of the Board.

c. CSA AGM

i. Attendance

1. The President and ED will attend the AGM in Vancouver on May 9 – 11. Other Executive members wishing to attend will confirm within the next 2 weeks of their intentions.

ii. Nominations

1. The positions open to members within Alberta this year include the Vice President and 2 appointed positions (1 of which must be connected to professional soccer). To date the ASA does not know of any nominations coming from Alberta and discussions about the elected positions will take place once the candidate biographies are distributed by the CSA.

6. Next Meeting

A. ASA BOD

a. April 25, 2014

- i. Red Deer

7. Adjournment

M288 *Motion: To adjourn the BOD Meeting*
M/S/C

Adjournment 3:35 PM

CATALOGUE OF MOTIONS

- M280 *Motion: Call meeting order*
M/S/C
- M281 *Motion: To approve the agenda as amended*
M/S/C
- M282 *Motion: To approve the January 17, 2014 ASA BOD Minutes as amended.*
M/S/C
- M283 *Motion: To approve the January 18, 2014 ASA BOD Minutes as presented.*
M/S/C
- M284 *Motion: To appoint Chris Buchanan to the position of Public Director on the Board of Directors for a two year term.*
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- M285 *Motion: To purchase a suit for the ASA Directors for ASA Business.*
M/S/Defeated
- M286 *Motion: To invest an additional \$300,000 in the short term investment account.*
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CATALOGUE OF ACTION ITEMS

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- A260 *Action: O. Jacobsen to follow-up with Chris Buchanan and Maria Marshall about the appointed position.*
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CATALOGUE OF NOTES

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