



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

ASA AGM Minutes

January 18, 2014

9:00 AM

Location: The Westin, Edmonton

Approved (January 24, 2015)

In attendance Regular and Associate Members:

District 1	Sunny South	Paul Anwender
District 2	Medicine Hat	Duane Kisch
District 3	Lethbridge	Steve Dudas, Michael Racz
District 4	CMSA	Tony Wooster, Glenn Montgomery, Norm Carlson, Brenda Madge, Alison Morgan, Daryl Leinweber
District 4	CUSA	Jesse Lail, Gene Pawlak, Bill Malone (Life Member)
District 4	CWSA	Jacque Hertlein, Sandy Sangster, Pat Ferris, Madeleine Loughery
District 5	CASA	Kevin Klys, Tammy Olson
District 6	Big Country	Ray Calvin
District 8	EDSA	Mike Hackett, Mike Thome, Harry Grewal, Brian Hagedorn
District 8	EMSA	Mario Charpentier, Kathy Droekse, Phil L'Heureux, Kevan Peterson
District 8	EIYSA	Michelle Williamson, Barrie White, Rob Zicarelli
District 9	St. Albert	Gilles Prefontaine, Adam Kerr, Dave MacEachran
District 10	Tri-County	Fran Glenn, Diane Kopp
District 11	Northwest Central	Russ Kelly
District 12	Lakeland	Paula Whynot
District 13	Northwest Peace	Preben Bossen, Ken Loudon
District 14	FMYSA	Bill Carr, Cathy Dreier
District 16	Sherwood Park	Dave Lindford, Debbie Ballum
District 18	Red Deer	Esad Elkaz, Ado Sarcevic
District 19	Canal Links	Alanda Allum
Associate	Universities	Gord Franson
Associate	FC Edmonton	Rod Proudfoot, Derryn Donaghey

Absent Regular and Associate Members:



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

District 7 Foothills
District 15 Battle River
District 17 Airdrie
Associate Alberta Colleges

In attendance ASA Staff and Board:

Ole Jacobsen, President	Randy Shalagan, 1 st Vice-President
Danny Bowie, 2 nd Vice-President	Billy Dunlop, Director-at-large
Shaun Hammond, Director-at-large	Sharon Evens, Director –at-large
Malcom Pritchard, Director-at-large	Richard Adams, Executive Director
Anthony Traficante, Operations Officer	Nick Goddard, Competitions Coordinator
Shaun Lowther, Technical Director	John Clubb, Manager of Grassroots
Ian Skitch, Manager of Coach Education	David O’Neill, Referee Development Officer
Carmen Charron, Programs Coordinator	Khalid Abdu-Khalil, Lead Accountant
Tammy McNutt, Assistant Accountant, Technical Programs Coordinator	
Lindsay-Anne Freire, Business Development and Communications	

In Attendance Special Guests:

Life Member	Peter Hancock
Life Member	Jim Fleming
Life Member	Bill Gillespie
Life Member	Peter McKenzie
CSA	Ryan Fequet

In attendance others:

ASA RDC, Women’s Committee	Annette Cameron
Board of Directors Nominee	Maria Marshall
Board of Directors Nominee	Ted Yoo

1. Call To Order



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

1.1. Meeting was called to order at 9:10 a.m.

2. Roll Call

2.1. It was noted that there were 16 of 19 Regular Members in attendance and 2 of 3 Associate Members in attendance (details noted above). Mr. Jacobsen made welcoming remarks and introduced life members and special guests in attendance.

2.2. A moment of silence was observed for those who have been involved in soccer in Alberta and have passed away during the year:

2.2.1.Players: Stephanie Dick, Will Kristman, Jon Woods, Danielle Kendall, Joan Miller

2.2.2.Administrators and Supporters: Doreen Leggett, Glen Johnson, Teri Fleming, Shelley Lindsay, Paul Lail, Peter Farrell, Dieter Knobloch

2.2.3.Referees: Ken Pistotnik, Vladimir Bado, Andrew Under, Steve Leikeim

3. Approval of Voting Numbers

*M1 Motion: To approve the voting numbers for 2014 as presented.
Motion: EMSA
Seconded: Sunny South
Carried*

*M2 Motion: To approve the AGM voting numbers as presented.
Motion: EMSA
Seconded: Sunny South
Carried*

4. Approval of Agenda

5. Minutes of Previous Meetings

5.1. AGM – January 19, 2013

5.2. SGM – April 27, 2013

5.3. SGM – June 15, 2013

5.4. SGM – October 26, 2013

6. Business Arising out of Minutes

6.1. Registries Review of By-Laws

6.1.1.Article IV.4.f vs. Article VI.d

6.2. ASA Fee Structure Update

6.3. Rule 25



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

7. Strategic Plan Review
 - 7.1. Strategic Plan Progress Report
8. Financial Review
 - 8.1. 2012 – 2013 Audit Presentation
 - 8.2. Appointment of 2013 – 2014 Auditors
 - 8.2.1.KPMG
 - 8.3. 2014 – 2015 Budget Plans
9. Amendments to Governance Documents
 - 9.1. By-Laws Amendments
 - 9.1.1.Article II.1.b.v
 - 9.1.2.Article II.1.c
 - 9.1.3.Article II.1.d
 - 9.1.4.Article III.8.e
 - 9.2. Governance Policy Amendments
 - 9.2.1.Addition of Appendix E to Discipline Policy
 - 9.2.2.ASA Replacing Association for References
 - 9.3. Rules & Regulations Amendments
 - 9.3.1.Rule 4.A.ii.a
 - 9.3.2.Rule 1.xi
10. Election of Officers
 - 10.1. Vice President (2 Year Term)
 - 10.1.1. Ted Yoo
 - 10.2. Director of Finance (2 Year Term)
 - 10.2.1. Maria Marshall
 - 10.2.2. Sherri Thorsen
 - 10.3. Director-at-large (2 Year Term)
 - 10.3.1. Eric Mahibir
 - 10.4. Rural Director-at-large (2 Year Term)
 - 10.4.1. Malcolm Pritchard
11. Life Membership Nominations
 - 11.1. Gary Sampley Nomination
 - 11.2. Mike Traficante Nomination
12. Annual Report & Committee Question Period

*M3 Motion: To approve the agenda as presented
Motion: CMSA
Seconded: Medicine Hat
Carried*

M4 Motion: To approve a special order that at 2:00 PM the elections will begin and be completed and then the meeting will continue with any remaining agenda items.



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Motion: Tri County

Seconded: EDSA

Carried

5. Approval of Minutes

5.1. January 19, 2013 ASA AGM Minutes

M5 Motion: To approve the AGM minutes of January 19, 2013 as presented.

Motion: CASA

Seconded: EDSA

Carried

5.2. April 27, 2013 ASA SGM Minutes

M6 Motion: To approve the SGM minutes of April 27, 2013 as presented.

Motion: SPDSA

Seconded: Sunny South

Carried

5.3. June 15, 2013 ASA SGM Minutes

5.3.1. Amendment to the spelling of Shauna Aab's name.

M7 Motion: To approve the SGM minutes of June 15, 2013 as amended.

Motion: SASA

Seconded: Big Country

Carried

5.4. October 26, 2013 ASA SGM Minutes

5.4.1. Amendment to the location of the meeting to the Sheraton Airport, Calgary.

5.4.2. Amendment to the spelling of Shauna Aab's name.

M8 Motion: To approve the SGM minutes of October 25, 2013 as amended.

Motion: CMSA

Seconded: Northwest Peace

Carried

6. Business Arising out of Minutes

6.1. Registries Review of Bylaws

6.1.1. Article IV.4.f vs Article VI.d



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

6.1.1.1. Upon review the Registries found no conflict between Article IV.4.f and Article VI.d. The new By-Laws were registered and confirmed in November 2013.

6.2. Fee Structure Update

6.2.1. The ASA ED reviewed the fee structure submissions to the membership to date. The committee has struggled to find time to meet and has struggled even further to find the right structure from which to build a base. The committee still believes that a simplified and functional fee structure is necessary for the long term stability of the ASA and will be meeting in March 2014 to continue their search.

6.3. Rule 25

6.3.1. Rule 25 had been held in abeyance since April 2012 and three options were presented to the membership for the status of Rule 25 moving into 2014. Option 1 was to re-instate the rule, Option 2 was to re-write the rule and Option 3 was to delete the rule. The membership discussed the ability to enforce the rule, the need for this type of rule and wanting a better understanding of the penalties for breaching the rule. The ASA Board of Directors stated that they support the option to delete the rule (Option 3) with the understanding that the fee structure committee will continue to work towards an attractive fee structure.

M9 Motion: To delete Rule 25 from the Rules and Regulations
Motion: CWSA
Seconded: EMSA
Carried

7. Strategic Plan Review

7.1. Strategic Plan Progress Report

7.1.1. The chair reviewed the Vision and Mission that were approved by the membership in January 2013 and published to the general public in April 2013. The 3 year strategic plan focused on the period from November 2013 – October 2016 but had a 6 – 8 month transition period with clear goals of how to prepare the ASA for functioning under a strategic plan.

7.1.2. Key Achievements

- 7.1.2.1. ASA By-Laws re-structured to follow Governance model
- 7.1.2.2. Full review of Rules & Regulations started with progress of competitions and membership expected in 2014.
- 7.1.2.3. Re-structured ASA staffing model to include Communications & Business Development as a priority.
- 7.1.2.4. Increased partnership presence and better brand awareness.
- 7.1.2.5. Improved financial practices including quarterly reviews and projections
- 7.1.2.6. Improved HR practices including manuals, full charter reviews
- 7.1.2.7. Membership Benefits document published.



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

7.1.2.8. Re-structured Referee Development Committee

7.1.3.Strategic Plan Moving Forward

7.1.3.1. There will be an assessment of the CSA Strategic Plan for alignment with the ASA Strategic Plan. At the end of the year the strategic committee will assess progress and look at adding years to the plan, likely for 2017 – 2018.

8. Financial Review

8.1. 2012 – 2013 Audit Presentation

8.1.1.The financial results for the year were presented with the following key data points;

8.1.1.1. The deficit for the year, before membership fees, was \$1.179 Million

8.1.1.2. Revenue was up in 5 of 6 departments

8.1.1.3. Expenses were up in all 6 departments based on new cost neutral programming

8.1.1.4. Total membership revenue was \$1.506 Million, \$0.050 Million more than budgeted

8.1.1.5. The surplus for the year was \$0.328 Million, \$0.236 over the budget

8.1.1.5.1. \$57,000 extra in membership revenue, \$18,000 in extra in CSA revenue, \$31,000 saved on legal expenses and board expenses, \$35,000 in reduced administration costs in coaching and refereeing

8.1.1.6. The audit findings report showed no significant gaps in accounting practices and no suggested changes to current accounting practices.

M10 Motion: To accept the 2012 – 2013 audited financial statements as presented.

Motion: CMSA

Seconded: Sunny South

Carried

8.2. Appointment of 2013-2014 Auditors

8.2.1.The ASA Board of Directors is recommending that KPMG be approved as the auditors for the 2013 – 2014 Fiscal Year.

M11 Motion: To approve KPMG as the auditors for the 2013 – 2014 fiscal year.

Motion: Sunny South

Seconded: CMSA

Carried

8.3. 2014 – 2015 Budget Plans



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

8.3.1. The 2014 – 2015 ASA budget is under development right now. Adjustments will be made for strategic plan targets but there is no planned increase in fees for the 2014 – 2015 fiscal year.

9. Amendments to Governance Documents

9.1. By-Laws Amendments

9.1.1. Article II.1.b.v

9.1.1.1. The amendment is such that the word Associate will be replaced with the word Regular to make it consistent with the intention of Article II.1.b.

*M12 Motion: To amend Article II.1.b.v as presented.
Motion: CMSA
Seconded: Universities
Carried*

9.1.2. Article II.1.c

9.1.2.1. The intent of the amendment is to separate out the Associate member reference for professional teams so that it recognizes the need for them to have CSA approval as a condition of membership.

*M13 Motion: To amend Article II.1.c as presented.
Motion: CMSA
Seconded: Canal Links
Carried*

9.1.3. Article II.1.d

9.1.3.1. The intent of the amendment is to simplify and centralize the conditions for which someone can become a Life Member. The amendment includes deleting Rules & Regulations 1.xii, 1.xiii, 1.xiv and 1.xv which reference Life Membership.

9.1.3.2. The membership suggested a friendly amendment to delete the Board of Directors approval process in approving a Life Member and it was accepted by the membership.

*M14 Motion: To amend Article II.1.d as presented.
Motion: Sunny South
Seconded: CASA
Carried*

9.1.4. Article III.8.e



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

9.1.4.1. Upon review of the proposed amendment on the Friday evening planning session it was agreed that this proposed amendment requires further work and should be returned for review by the committee.

M15 Motion: To have the Governance & By-Laws committee review the proposed amendment to Article III.8.e before coming to the membership with a recommendation.

Motion: CMSA

Seconded: NWPSA

Carried

A1 Action: That the Governance & By-Laws committee review Article III.8.e and propose amendments as a General Meeting at a later time.

9.2. Governance Policy Amendments

9.2.1. Addition of Appendix E to Discipline Policy

9.2.1.1. The proposed addition to the Governance Policy on Discipline & Appeals will help alleviate pressure on volunteers being called upon to perform ASA discipline cases throughout the province. The minimum number of volunteers for any one Regular Member is 3 and a maximum of 10 based on player numbers.

M16 Motion: To add Appendix E, minimum discipline volunteers per member, to the Governance Policy on Discipline & Appeals.

Motion: CMSA

Seconded: MHSA

Carried

9.2.2. ASA Replacing Association for Reference

9.2.2.1. Following the updating of the ASA By-Laws in November it was necessary that a review of the current Rules & Regulations and Governance Policies was necessary to clean up the reference language to the Alberta Soccer Association. The By-Laws used the term ASA for all references and the Rules & Regulations and Governance Policies should follow that system.

M17 Motion: To replace all references to the Alberta Soccer Association in the Governance Policies and Rules & Regulations with ASA.

Motion: CMSA

Seconded: Sunny South

Carried

9.3. Rules & Regulations Amendments



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

9.3.1.Rule 4.A.ii.a

9.3.1.1. The intent of this amendment is to reduce or eliminate the administrative practice of tracking player movement between districts for the purposes of voting. The practice has not been followed for 7+ years but the rule remains in effect and should be followed if the membership chooses to keep it within the rules. The two amendments proposed are to change the reference from team to a league needing to be present within a member association or to delete the rule.

*M18 Motion: To delete Rule 4.A.ii.a.
Motion: CMSA
Seconded: MHSA
Carried*

9.3.2.Rule 1.xi

9.3.2.1. The intent of this amendment to make the Rules & Regulations consistent with the amended By-Laws and consistent with current administrative practices within the ASA. The members within Calgary and Edmonton have been recognized as a single entity in our documentation for years but common practice and the new By-Laws recognize each Regular Member as a direct member. This amendment will change the number of recognized members from 19 to 23 but will not affect the voting caps placed on District Areas.

*M19 Motion: To amend Rule 1.xi as presented.
Motion: CUSA
Seconded: EMSA
Carried*

10. Election of Officers

10.1. Vice President (2 year term)

10.1.1. Ted Yoo (Nominations Committee)

10.1.1.1. No further nominations, Ted Yoo is acclaimed as Vice President.

10.2. Director of Finance (2 year term)

10.2.1. Maria Marshall (Nominations Committee)

10.2.2. Sherri Thorsen (Nominations Committee)

10.2.2.1. By majority vote Sherri Thorsen is elected the Director of Finance.

*M20 Motion: To destroy the ballots for the Director of Finance vote.
Motion: CASA
Seconded: FMYSA*



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Carried

10.3. Director-at-Large (2 year term)

10.3.1. Erick Mahibir (EMSA)

10.3.2. Rob Ziccarelli (FC Edmonton)

10.3.2.1. By majority vote Rob Ziccarelli is elected Director-at-Large

M21 Motion: To destroy the ballots for the Director-at-Large vote.

Motion: SASA

Seconded: CASA

Carried

10.4. Rural Director-at-Large

10.4.1. Malcolm Pritchard (Nominations Committee)

10.4.1.1. No further nominations, Malcolm Pritchard is acclaimed as Rural Director-at-Large

11. New Business

11.1. Life Membership Nominations

11.1.1. Gary Sampley Nomination

M22 Motion: To elect Gary Sampley as ASA Life Member.

Motion: EDSA

Seconded: EMSA

Carried

11.1.2. Mike Traficante Nomination

M23 Motion: To elect Mike Traficante as ASA Life Member.

Motion: Big Country

Second: CUSA

Carried

12. Annual Report and Committee Question Period

12.1. No questions or comments from the membership

13. Adjournment

13.1. 2:40 PM



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Summary of Motions

- M1 Motion: To approve the voting numbers for 2014 as presented.
Motion: EMSA
Seconded: Sunny South
Carried*
- M2 Motion: To approve the AGM voting numbers as presented.
Motion: EMSA
Seconded: Sunny South
Carried*
- M3 Motion: To approve the agenda as presented
Motion: CMSA
Seconded: Medicine Hat
Carried*
- M4 Motion: To approve a special order that at 2:00 PM the elections will begin and be completed and then the meeting will continue with any remaining agenda items.
Motion: Tri County
Seconded: EDSA
Carried*
- M5 Motion: To approve the AGM minutes of January 19, 2013 as presented.
Motion: CASA
Seconded: EDSA
Carried*
- M6 Motion: To approve the SGM minutes of April 27, 2013 as presented.
Motion: SPDSA
Seconded: Sunny South
Carried*
- M7 Motion: To approve the SGM minutes of June 15, 2013 as amended.
Motion: SASA
Seconded: Big Country
Carried*
- M8 Motion: To approve the SGM minutes of October 25, 2013 as amended.
Motion: CMSA
Seconded: Northwest Peace*



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Carried

- M9 Motion: To delete Rule 25 from the Rules and Regulations
Motion: CWSA
Seconded: EMSA
Carried*
- M10 Motion: To accept the 2012 – 2013 audited financial statements as presented.
Motion: CMSA
Seconded: Sunny South
Carried*
- M11 Motion: To approve KPMG as the auditors for the 2013 – 2014 fiscal year.
Motion: Sunny South
Seconded: CMSA
Carried*
- M12 Motion: To amend Article II.1.b.v as presented.
Motion: CMSA
Seconded: Unviersities
Carried*
- M13 Motion: To amend Article II.1.c as presented.
Motion: CMSA
Seconded: Canal Links
Carried*
- M14 Motion: To amend Article II.1.c as presented.
Motion: Sunny South
Seconded: CASA
Carried*
- M15 Motion: To have the Governance & By-Laws committee review the proposed amendment to Article III.8.e before coming to the membership with a recommendation.
Motion: CMSA
Seconded: NWPSA
Carried*
- M16 Motion: To add Appendix E, minimum discipline volunteers per member, to the Governance Policy on Discipline & Appeals.
Motion: CMSA*



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Seconded: MHSA

Carried

M17 Motion: To replace all references to the Alberta Soccer Association in the Governance Policies and Rules & Regulations with ASA.

Motion: CMSA

Seconded: Sunny South

Carried

M18 Motion: To delete Rule 4.A.ii.a.

Motion: CMSA

Seconded: MHSA

Carried

M19 Motion: To amend Rule 1.xi as presented.

Motion: CUSA

Seconded: EMSA

Carried

M20 Motion: To destroy the ballots for the Director of Finance vote.

Motion: CASA

Seconded: FMYSA

Carried

M21 Motion: To destroy the ballots for the Director-at-Large vote.

Motion: SASA

Seconded: CASA

Carried

M22 Motion: To elect Gary Sampley as ASA Life Member.

Motion: EDSA

Seconded: EMSA

Carried

M23 Motion: To elect Mike Traficante as ASA Life Member.

Motion: Big Country

Second: CUSA

Carried



Alberta Soccer Association

Governing Body of Soccer in the Province of Alberta

9023 – 111 Avenue

Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.6300

www.albertasoccer.com

Summary of Action Items

AI Action: That the Governance & By-Laws committee review Article III.8.e and propose amendments as a General Meeting at a later time.