



ALBERTA SOCCER ASSOCIATION
The Governing Body of Soccer in Alberta

9023 111 Avenue
Edmonton, AB T5B 0C3

Ph: 780 474 2200
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ASA Board Minutes

September 10, 2016

8:30 AM – 3:00 PM

Location: Alberta Soccer Office
Edmonton, AB

Approved (November 5, 2016)

In attendance:

Glenn Montgomery, President

Wayne Dosman, Director of Finance

Shaun Hammond, Director-at-large

Jeannie Hawksworth, Rural Director

Ole Jacobsen, Past President (CC)²

Richard Adams, Executive Director

Sherri Thorsen, Vice President

Kathryn McNeil, Director-at-large

Jim Moore, Director-at-large³

Danny Bowie, Rural Director

Noreen Onofryszyn, Public Director

Shaun Lowther, Technical Director¹

Note 1 *Note: Shaun Lowther participated in the meeting until 9:30 AM*

Note 2 *Note: Ole Jacobsen participated in the meeting until 10:45 AM*

Note 3 *Note: Jim Moore left the meeting at 11:00 AM*

1. Call to Order

*M425 Motion: Call meeting to order
M/S/C*

Meeting was called to order at 8:30 AM

2. Approval of Agenda

A. Committee Updates

- a. Technical Development
 - i. Technical Coordinator Report
 - ii. Standards Based League Update
- b. Judicial Committee
 - i. Harassment Complaints
 - ii. Harassment & Equity Committee
 - iii. Discipline Committee
 - 1. Harassment Policy
- c. Women's Committee
 - i. Planning Meeting Next Steps



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- ii. Conference Update
 - d. Finance Committee
 - i. Quarter 3 Results
 - ii. Membership Registration
 - 1. Central Registration
 - 2. Standard Registration
 - e. Risk Management
 - i. Referee Criminal Record Checks
 - f. Governance & By-laws
 - i. Policy Authorization
 - g. Competitions Committee
 - i. Competitions Coordinator Report
 - ii. Adult Futsal Provincials
 - iii. AMSL Update
 - 1. 9 Team Women's League
 - h. Referee Development
 - i. Referee Coordinator Report
- B. Other Business
 - a. District Liaisons Update
 - i. Rural Development Meeting
 - b. Ft. McMurray Soccer Update
 - i. Free Camp
 - ii. ACAC – CCAA Competition
 - c. Re-branding

M426 Motion: To approve the agenda as amended
M/S/C

3. Approval of Previous Minutes

- A. August 18, 2016

M427 Motion: To approve the August 18, 2016 ASA BOD Minutes as presented.
M/S/C

4. Review of Action Items

- A. Tier 1 Indoor Provincials (A353)
 - a. We have not hear back from the major city Tier 1 districts and at this point no Tier 1 competition will be schedule for March 2017.
- B. D&O Insurance (A357)



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- a. Options were to be presented by September 20. There remains concerns about club level Boards not being covered for their Board activities and leaving volunteers exposed. At minimum, a communication explaining D&O coverage will be required if the ASA cannot cover the costs of the whole program.
- C. University – Club Soccer Development Relationship (A358)
 - a. A proposal will be presented to the District and AMSL teams where University Development teams would be allowed in the league. The proposal would include a reduction in fees for current AMSL teams, minimum league standards and a University Development fee paid to the league annually for teams declared as development.
- D. Air Quality Guidelines (A362)
 - a. The current draft of the Air Quality guidelines will be sent to the membership for review and further discussion at the November planning meeting.

A370 Action: To distribute the Air Quality guidelines to the membership

5. Agenda

Note 4 The Technical Development update was provided before the action items and S. Lowther left the meeting at 9:30 AM.

- A. Committee Updates
 - a. Technical Development
 - i. Technical Coordinator Report
 - 1. The report was accepted but with a requested follow-up on the failure of the Rural Player ID camps.
 - ii. Standards Based League Update
 - 1. The Technical Director reported back that the meeting with EMSA and EIYSA representatives indicated significant concerns and little support for the current model presented for a standards based league in Edmonton. The Technical Director, Executive Director and President will be meeting with CMSA representatives on Thursday and will report back to the Board of Directors with next steps after that meeting.

A371 Action: R. Adams and S. Lowther to report back to the Board of Directors on next steps for the formation of a standards based league.

Note 1 Shaun Lowther left the meeting at 9:30 AM



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B. Committee Updates

a. Judicial Committees

i. Harassment Complaint(s)

1. The item was discussed in camera due to an ongoing investigation.

M428 Motion 428 was redacted from the minutes to protect individual's confidentiality due to an ongoing investigation.

ii. Harassment & Equity Committee

1. The Board of Directors agreed with an ASA staff request to set-up an ad-hoc working committee made of Board and staff members. S. Thorsen and J. Moore volunteered for the committee. R. Adams will participate along with 2 other staff members.
2. The Board of Directors also agreed that aligning Alberta Soccer with a public campaign on equity issues should be researched by the ASA staff.

*M429 Motion: To set-up an ad-hoc working committee called the Harassment & Equity committee with Jim Moore and Sherri Thorsen assigned from the Board of Directors.
M/S/C*

A372 Action: R. Adams to assign 2 staff members to the harassment & equity working committee and works towards a Terms of Reference for the committee.

A373 Action: R. Adams to work with ASA staff on finding a public campaign to align ASA principles on harassment and equity.

iii. Discipline Committee

1. Harassment Policy

- a. The harassment policy is under review to further streamline the process. Current investigations, if they cannot be settled by mediation, are taking too long to satisfy both parties.

Note 2 Note: Ole Jacobsen participated in the meeting until 10:45 AM

b. Women's Committee

i. Planning Meeting Next Steps

1. A dedicated meeting will take place to update the membership on the April action items. Alberta Soccer will be reaching out to Canada Soccer and the western Canadian Provinces about alignment with the conference.

ii. Conference Update



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1. The dates are set for the May 2017 conference and the venue has been secured in Red Deer.
2. The Board of Directors agreed that 2 spots should be provided to each district to send women to the conference.

Note 3 Note: Jim Moore left the meeting at 11:00 AM

c. Finance Committee

i. Financial Policies

1. The Board of Directors will review the comprehensive financial policies document ahead of the December board meeting.
2. Initial review required updates to the air travel, accommodation and rental car policies that should be consistently booked from within the ASA office.
3. A review of the mileage policy and rate is required.
 - a. N. Onofryszyn agreed to share the personal car mileage policy that has been instituted within other organizations.

A374 Action: N. Onofryszyn to provide details on mileage policies for personal vehicles.

ii. Quarter 3 Results

1. The overall results show a surplus of \$862,087 versus a projected surplus of \$842,619. A new positive result of \$21,467.
 - a. Overall revenue projections were down mostly due to delay in the government funding normally received in quarter 3 and some delays in traditional invoicing for testing a new practice.
 - b. Overall player expenses were down due to late invoicing for player development trips in quarter 2 and late invoicing by coaching contractors.
 - c. Overall membership revenue is near targets but is expected to be over targets once the final reporting is completed.
2. The finance committee requested monthly income statements and balance sheets moving into Q4 to prepare for the audit.

A375 Action: R. Adams to provide the finance committee with income statements and balance sheets after monthly reconciliation is complete.

iii. Membership Registration

1. Central Registration

- a. There were delays in the central registration pilot group because of information uploads not being restricted to the core



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data points. This issue has been resolved and further testing will occur for the indoor season.

2. Standard Registration

- a. There remain issues with NW Central and CMSA reporting with regards to U6 and U8 programming. Follow-up will be assigned to district liaisons ahead of a Board of Directors decision in December 2016.

A376 Action: D. Bowie to follow-up with NW Central and G. Montgomery to follow-up with CMSA about U6 – U8 registration.

d. Risk Management

i. Referee Criminal Record Check

1. The Board of Directors requested research be done into how other sports and other provinces are conducting checks and monitoring results.

A377 Action: R. Adams to report back to the Board of Directors on current best practices on referee criminal record checks.

e. Governance & By-laws

i. Policy Authorization

1. The committee will be reviewing the results of the May 2016 meeting and will be presenting an update to the membership at the November planning meeting.

f. Competitions Committee

i. Competitions Coordinator Report

1. The competitions coordinator report was accepted with no significant questions.

ii. Adult Futsal Provincials

1. Canada Soccer will be holding their 3rd national championships for men's futsal in April 2017. CUSA has indicated they might have a fully registered futsal league in 2016 – 2017 indoor and have asked about Provincials and Nationals. The Board of Directors agreed that Alberta could send a representative to Nationals and hold a Provincial competition if necessary in February 2017.
2. Depending on the interest in Futsal the Board would like some research done into a holding a cup style futsal competition for 2017 – 2018.

*M430 Motion: To hold provincials and send a representative to nationals in men's futsal in 2017.
M/S/C*



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A378 *Action: R. Adams to send notice to all districts about a pilot men's futsal Provincials for 2017*

A379 *Action: R. Adams to research possible provincial's structures for 2018 if interest is sufficient for the 2017 pilot.*

iii. AMSL Update

1. 9 Team Women's League

- a. The EDSA has asked if the Board would consider a 9th team in the AMSL for the 2017 season. The Board of Directors is requested further research with the current AMSL stakeholders and that the EDSA present a formal request with reasoning for the November board meeting.

A380 *Action: R. Adams to follow-up with the AMSL teams and the EDSA about their 9th team proposal for the AMSL.*

iv. Nationals

1. The U16 competition in Lethbridge has two teams from Alberta on the U16 girls side. As a result of Yukon dropping out last minute the Alberta teams were re-seeded into the same group. Alberta Soccer is concerned that this has breached CSA Competitions guidelines and the Board of Directors agreed that an appeal should be sent on the re-seeding decision.

M431 *Motion: To appeal the U16 girl's nationals seeding decision to the CSA Competitions Committee. M/S/C*

A381 *Action: R. Adams to send the appeal to CSA by September 12, 2016.*

g. Referee Development

i. Referee Coordinator Report

1. The referee development report was reviewed without any significant questions.

C. Other Business

a. District Liaisons Update

i. Rural Development Meeting

1. A rural district development meeting was held in August to discuss issues affecting the communities around Calgary. The two major initiatives that came out of the meeting were the introduction of a Rural



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all-star competition, a possible substitute to the rural ID camps, and continued issues with player transfers into the cities.

2. A follow-up meeting will be held in October 2016 on these and other issues.

A382 Action: R. Adams to follow-up with the technical department about logistics of a rural all-star competition.

b. Ft. McMurray Soccer Update

i. Free Camp

1. A free soccer re-introduction camp was held in the last week of August for 150+ youth players.

ii. ACAC – CCAA Competition

1. Alberta Soccer and Canada Soccer will be helping the ACAC – CCAA show support for the community. This will include a CSA special guest and equipment presentation by Canada Soccer.

c. Re-branding

- i. The Board of Directors was notified that the ASA staff is researching a re-branding option to modernize the current look for the logo while keeping all of the core elements.

6. Next Meeting

- a. November 5, 2016

7. Adjournment

*M432 Motion: To adjourn the BOD Meeting
M/S/C*

Adjournment 3:00 PM



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Catalogue of Motions

- M425 *Motion: Call meeting to order*
M/S/C
- M426 *Motion: To approve the agenda as amended*
M/S/C
- M427 *Motion: To approve the August 18, 2016 ASA BOD Minutes as presented.*
M/S/C
- M428 *Motion 428 was redacted from the minutes to protect individual's confidentiality due to an ongoing investigation.*
- M429 *Motion: To set-up an ad-hoc working committee called the Harassment & Equity committee with Jim Moore and Sherri Thorsen assigned from the Board of Directors.*
M/S/C
- M430 *Motion: To hold provincials and send a representative to nationals in men's futsal in 2017.*
M/S/C
- M431 *Motion: To appeal the U16 girl's nationals seeding decision to the CSA Competitions Committee.*
M/S/C
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M/S/C



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- A374 Action: N. Onofryszyn to provide details on mileage policies for personal vehicles.
- A375 Action: R. Adams to provide the finance committee with income statements and balance sheets after monthly reconciliation is complete.
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- A378 Action: R. Adams to send notice to all districts about a pilot men's futsal Provincials for 2017
- A379 Action: R. Adams to research possible provincial's structures for 2018 if interest is sufficient for the 2017 pilot.
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