



**ALBERTA SOCCER ASSOCIATION**  
*The Governing Body of Soccer in Alberta*

9023 111 Avenue  
Edmonton, AB T5B 0C3

Ph: 780 474 2200  
Fax: 780 474 6300



**ASA Board Minutes**

December 29, 2016

6:00 PM – 7:00 PM

Location: Conference Call (CC)

**Approved (January 23, 2017)**

**In attendance:**

Sherri Thorsen, Vice President  
Jim Moore, Director-at-large  
Noreen Onofryszyn, Appointed Director

Wayne Dosman, Director of Finance  
Jeannie Hawksworth, Rural Director  
Richard Adams, Executive Director

**Absent with Regrets:**

Ole Jacobsen, Past President  
Shaun Hammond, Director-at-large

Kathryn McNeil, Director-at-large  
Danny Bowie, Rural Director

**1. Call To Order**

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*M454 Motion: Call meeting to order  
M/S/C*

Meeting was called to order at 6:05 PM

**2. Approval of Agenda**

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**A. Committee Updates**

- a. Finance Committee
  - i. Audit Approval
  - ii. Audit Findings Report
  - iii. 2017 Auditor
- b. Awards & Recognition
  - i. Shield of Merit
    - 1. 5 Candidates
  - ii. Award of Merit
    - 1. Janusz Dobrowski (CUSA)
    - 2. Jacquie Heirtline (CWSA)
    - 3. Nathan Len & Richard Vervoot (Foothills)
    - 4. Philip Ignacio (CASA)
    - 5. Richard Smyl (Lakeland)
    - 6. George Brady (Sherwood Park)



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- iii. President's Award
  - 1. Lethbridge Soccer Association

*M455 Motion: To approve the agenda as presented  
M/S/C*

### **3. Approval of Previous Minutes**

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- A. December 3, 2016

*M456 Motion: To approve the December 3, 2016 ASA BOD Minutes as presented.  
M/S/C*

### **4. Review of Action Items**

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- A. N/A

### **5. Agenda**

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- A. Committee Updates

- a. Finance Committee

- i. Audit Approval

- 1. The year-end financial results show a surplus of \$180,857. This includes approximately \$80,000 in unanticipated membership growth and additional CSA fees revenue following their change in fee structure after the budget was approved.
      - 2. The Director of Finance, in discussions with the auditor, believes that a more detailed plan be put in place for the assets currently held by the ASA. The Finance Committee and Board of Directors will review this after the new Board of Directors is formed in January 2017.

- ii. Audit Findings Report

- 1. The audit findings report is clear accept for one significant disclosure related to grant recognition that was corrected before the audit was closed. Steps have been taken within the accounting department to avoid this misstatement in future years.
      - 2. The auditor also expressed a need for the ASA to explore a whistle blower policy for accounting purposes and the Board of Directors agreed that this could be implemented over the next year.

*M457 Motion: To accept the 2015 – 2016 audited financial statements and audit findings reports as presented.*



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M/S/C

A395 *Action: The finance committee to develop a plan for asset security for review by the Board of Directors.*

A396 *Action: N. Onofryszyk and W. Dosman to forward sample Whistle Blower Policy's from other organizations for which they have worked / volunteered.*

iii. 2016 – 2017 Fiscal Year Auditors

1. KPMG

a. The Board will consider a return to market after this fiscal year is complete as the last RFP process was in 2012.

M458 *Motion: To approve KPMG as the ASA auditor for the 2016 – 2017 fiscal year for presentation to the ASA Membership.*

M/S/C

b. Awards & Recognition

i. Shield of Merit

1. 5 Candidates

a. Names of candidates have been withheld for privacy purposes.

M459 *Motion: To approve Daryl Leinweber as the 2016 Shield of Merit Recipient.*

M/S/C

ii. Award of Merit

1. 6 Candidates

a. Names of candidates have been withheld for privacy purposes.

M460 *Motion: To approve Richard Smyl (Lakeland), Janus Dobrowolski (CUSA), Nathan Len & Richard Vervoort (Foothills) as the 2016 Award of Merit Recipients.*

M/S/C

## **6. Next Meeting**

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A. January 27, 2017

a. Sheraton Eau Claire Calgary – AGM Weekend

## **7. Adjournment**

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M461 *Motion: To adjourn the BOD Meeting*



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M/S/C

**Adjournment 6:58 PM**



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## Catalogue of Motions

- M454 *Motion: Call meeting to order*  
M/S/C
- M455 *Motion: To approve the agenda as presented.*  
M/S/C
- M456 *Motion: To approve the December 3, 2016 ASA BOD Minutes as presented.*  
M/S/C
- M457 *Motion: To accept the 2015 – 2016 audited financial statements and audit findings reports as presented.*  
M/S/C
- M458 *Motion: To approve KPMG as the ASA auditor for the 2016 – 2017 fiscal year for presentation to the ASA Membership.*  
M/S/C
- M459 *Motion: To approve Daryl Leinweber as the 2016 Shield of Merit Recipient.*  
M/S/C
- M459 *Motion: To approve Daryl Leinweber as the 2016 Shield of Merit Recipient.*  
M/S/C
- M460 *Motion: To approve Richard Smyl (Lakeland), Janus Dobrowolski (CUSA), Nathan Len & Richard Vervoort (Foothills) as the 2016 Award of Merit Recipients.*  
M/S/C
- M461 *Motion: To adjourn the BOD Meeting*  
M/S/C



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