



**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**

April 22, 2017

4:30 PM – 6:00 PM

Location: Holiday Inn & Conference Center  
Edmonton, AB

**Approved (June 24, 2017)**

**In attendance:**

Shaun Hammond, President  
Wayne Dosman, Director of Finance  
Danny Bowie, Rural Director  
Adam Berti, Director-at-large  
Richard Adams, Executive Director

Sherri Thorsen, Vice President  
Kathryn McNeil, Director-at-large  
Noreen Onofryszyn, Public Director  
David Onderwater, Director-at-large

**Absent w/ Regrets:**

Jeannie Hawksworth, Rural Director

**Invited Guests:<sup>1 & 2</sup>**

David O'Neill, ASA Staff

Tammy McNutt, ASA Staff

*Note 1 The Code of Conduct Advisory Committee discussion took place prior to the review of action Items*

*Note 2 D. O'Neill and T. McNutt left after the Code of Conduct Advisory discussion at 4:50 PM*

**1. Call to Order**

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M476 Motion: Call meeting to order  
M/S/C

Meeting was called to order at 4:20 PM

**2. Approval of Agenda**

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A. Committee Updates

- a. Ad-Hoc Committee(s)
  - i. Code of Conduct Advisory Committee
  - ii. Development of Women in Soccer
    - 1. Conference Update
- b. Judicial Committees



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- iii. Nominations Committee
  - 1. Chair Status
- c. Governance & By-laws
  - iv. Committee Members
  - v. CSA Governance Alignment
- B. Other Business
  - a. Canada Soccer Annual Meeting of the Members

*M477 Motion: To approve the agenda as presented.*  
*M/S/C*

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

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- A. February 25, 2017

*M478 Motion: To approve the February 25, 2017 ASA BOD Minutes as presented.*  
*M/S/C*

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

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- A. A389 – CMSA and NW Central Member Registration Update
  - a. R. Adams and A. Berti will be meeting with the CMSA Club Presidents in late April to discuss the implementation of the fee structure. CMSA is supportive of the structure being implemented in the summer of 2017.
  - b. Further meetings are being scheduled with NW Central over the course of the spring and summer. Alberta Soccer will be seeking confirmation of the NW Central willingness to work with the ASA on the fee structure in the summer of 2017.

*A407 Action: D. Bowie to seek a letter of support from NW Central regarding the fee structure implementation.*

- B. A390 – Member Registries Update
  - a. Big Country Soccer Association is taking steps to meet the Societies Act minimum standards. They must meet compliance by the end of Summer 2017 and have called a Special Meeting with their members to make decisions on this matter for April 23, 2017.
- C. A398 – Central Registration Communication Legal Opinion
  - a. The Board of Directors agreed that they should set aside planning meeting time to come to an agreement on express consent being sought from each registrant in the Province and to finalize the communication plan for the summer of 2018.



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A408 *Action: R. Adams to plan a session on Central Registration and Communication for November 2017.*

## 5. Agenda

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*Note 1 The Code of Conduct Advisory Committee discussion took place prior to the review of action items*

### A. Committee Updates

#### a. Ad-Hoc Committee(s)<sup>1&2</sup>

##### i. Code of Conduct Advisory Committee

1. D. O'Neill and T. McNutt, on behalf of the ASA staff, explained the importance of the Meeting Code of Conduct relative to staff comfort attending meetings as part of their day to day professional activity. The Board of Directors recognized the need to push forward with the Meeting Code of Conduct in the short term but that the committee should combine the meeting code of conduct with the Code of Conduct & Ethics comprehensive document.
2. The Board of Directors agreed that they should put the message out to the Presidents about supporting the Meeting Code of Conduct and future development of Code of Conducts for the ASA.

A409 *Action: S. Hammond to send a letter to the Member Presidents in regards to the Meeting Code of Conduct.*

*Note 2 D. O'Neill and T. McNutt left after the Code of Conduct Advisory Discussion at 4:50 PM*

##### ii. Development of Women in Soccer

###### 1. Conference Update

- a. The conference planning has gone well but registration remains low despite offering free spots to our membership. Current registration is 43 people but we will be targeting 70 through an aggressive campaign with our members and social media.

###### b. Judicial Committees

##### iii. Nominations Committee

###### 1. Chair Status

- a. Robert Hayne has accepted the position of Nominations Committee Chair for the 2018 Annual General Meeting.



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- b. The Board agreed that the Chair and other members of the committee can have expenses covered if they wish to attend membership meetings to promote the Board of Directors.
- c. Governance & By-laws
  - iv. Committee Members
    - 1. Heather Bach (MHSA) and Susan Cress (CMSA) have expressed interest in the Committee and the Chair requested that both be added to the Committee.

*M479 Motion: To add Susan Cress and Heather Bach to the Governance & By-laws Committee.*  
*M/S/C*

- v. CSA Governance Alignment
  - 1. The Chair updated the Board on the three items that are required for implementation ahead of the December 31, 2017 deadline. The membership agreed to adopt language surrounding the access to courts and to develop a Code of Conduct & Ethics based on the principles of the Canada Soccer standard. We will report back to the members about the third condition on the Discipline Code principles after the CSA AMM.
  - 2. After the CSA AMM the Committee will be selecting the governance alignment pieces that we will prioritize for 2017.

**B. Other Business**

- a. Canada Soccer Annual Meeting of the Members
  - i. The Board of Directors agreed that our representatives at the CSA AMM will be responsible for the voting, including elections, during the meeting. The Board of Directors requested that, to the best extent possible, meetings be arranged with each candidate during the weekend or prior to the weekend.

**6. Next Meeting**

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- a. June 24, 2017
  - i. Calgary

**7. Adjournment**

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*M480 Motion: To adjourn the BOD Meeting*  
*M/S/C*

**Adjournment 6:05 PM**



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### **Catalogue of Motions**

- M476 *Motion: Call meeting to order*  
M/S/C
- M477 *Motion: To approve the agenda as presented.*  
M/S/C
- M478 *Motion: To approve the February 25, 2017 ASA BOD Minutes as presented.*  
M/S/C
- M479 *Motion: To add Susan Cress and Heather Bach to the Governance & By-laws Committee.*  
M/S/C
- M480 *Motion: To adjourn the BOD Meeting*  
M/S/C



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### **Catalogue of Actions**

- A407 *Action: D. Bowie to seek a letter of support from NW Central regarding the fee structure implementation.*
- A408 *Action: R. Adams to plan a session on Central Registration and Communication for November 2017.*
- A409 *Action: S. Hammond to send a letter to the Member Presidents in regards to the Meeting Code of Conduct.*



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