



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 BOD Approved Minutes

Saturday March 21, 2020

9:05 AM – 11:05 AM

Teams Meeting

In attendance:

Shaun Hammond, President

Julie Beschell, Director of Finance

Danny Bowie, Director-at-large (9am-10am)

Adam Berti, Director-at-large

Shaun Lowther, Executive Director

Maureen Keough, Vice President

Phil Michailides, Director-at-large

Steve Cupit, Rural Director-at-large

David MacEachran, Rural Director-at-large

Absent w/ Regrets:

1. Call To Order – 9:05am

M644 *Motion: Call meeting to order.*

M/S/C

2. Approval of Agenda

M645 *Motion: To approve the Agenda as presented*

M/S/C

3. Approval of Minutes

a. December 7, 2019

M646 *Motion: To approve the December 2019 Minutes as presented.*

M/S/C

b. January 18, 2020

M647 *Motion: To approve the January 2020 Minutes as presented.*

M/S/C

4. Review of Action Items

a. Outstanding Action items were reviewed.

Discussion about:

A470 Action: Alberta Soccer to develop Templates to be stored in Office 365 to assist Clubs/Organizations in applying for CSA Club Licenses.

The Board of Directors suggested that the present situation gives a good opportunity to generate templates.



5. Committee Updates and Reports

Committee Reports

- a. Finance Committee
 - i. Finance Report

The Finance Report was presented with the discussion focused on the Impact the COVID-19 Virus will have on our sport. The impact on Outdoor is due to “Social Distancing” and ban on gatherings etc. but the primary impact on the Indoor season will most likely be related to Economic factors.

The Alberta Soccer Covid-19 Impact Analysis discussion focused on the importance of this analysis to allow the sport in Alberta to have a united voice to take to Government and Canada Soccer. The importance of collaborating with the Membership was highlighted and the upcoming meetings are a good start. The timelines for submission of membership documentation are tight and if some districts do not provide the information, Alberta Soccer will access previous Financial Records through Societies.

The 2019-20 Budget is in the process of being reviewed and will be adjusted.

Final 2019-20 Indoor Invoicing is scheduled for early April 2020. Discussion resulted in a decision to delay Indoor Invoicing until October 1st, 2020 and to emphasise the flexibility in payment terms.

A490 Action: The Executive Director to generate a communication to the Membership on the delay in Membership Invoicing for the 2019-20 Indoor Season until October 1st, 2020.

A491 Action: The Executive Director to generate a communication to the Membership to postpone Membership Reporting for the 2020 Outdoor Season until a TBD date.

M648 Motion: To accept the Finance Committee Report as presented.
M/S/C

- b. Governance & By-Laws
 - i. N/A



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c. Technical Development
i. Technical Report

The Technical Department Report was presented, and the Board highlighted the need for the Technical Department to stay engaged with the Membership via online activities as much as possible. The Executive Director informed the Board that the Technical Department is presently developing online materials to engage the membership.

A492 Action: The Technical Department to generate online activities to engage the Alberta Soccer Membership as much as possible.

A493 Action: The Technical Department to generate a "Competitive" online activity/competition to engage players to submit videos for prizes.

M649 Motion: To accept the Technical Development Report as presented.
M/S/C

d. Competitions Committee
i. Competitions Report

The Competition Committee's Report was presented with no significant discussion.

M650 Motion: To accept the Competitions Report as presented.
M/S/C

e. Referee Development
i. Referee Report

The Referee Development Committee's Report was presented with the following discussion:

It is essential that Alberta Soccer engage the Referee Community via online resources to prepare them for the resumption of activities. The RDC reported highlighted the steps that the Referee Development Officer is currently undertaking to ensure that this initiative comes to fruition. The outdoor refresher course is currently under development and should be available to the Referee Community by April 1, 2020. The Mini and Entry-level courses are currently being sourced for online development.

M651 Motion: To accept the Referee Development Report as presented.
M/S/C

6. Other Business

a. COVID-19



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i. 2020-03-13 COVID-19 Risk Management Committee Meeting Minutes

The Risk Management Committee Minutes were distributed with the following discussion:

Upon completion of the COVID-19 Impact Analysis a letter to the Alberta Government is of great importance to generate relief for Alberta Soccer Members. The communication between Alberta Soccer and the Membership is a priority for Staff and the Board. The bi-weekly Video Conference Calls and the weekly updates are a good start.

ii. CSA Update

1. Crisis Model Guide

The Crisis Model Guide that has been developed by CSA was presented. Although a good guide our priority is to develop the COVID-19 Impact Analysis and use that to generate Actions for Staff and Board.

iii. Alberta Government Update

An email from the Alberta government was discussed that was generic in nature. As previously highlighted a letter will be generated by the ASA BOD to the Alberta Government for relief to assist Alberta Soccer and Member Districts/Clubs.

iv. Business Interruption Insurance

The Alberta Soccer Insurer is presently assessing if Alberta Soccer is eligible for Business Interruption Insurance. Generally a claim for Business Interruption is triggered when property damage causes the interruption.

v. Human Resources

There are EI and other Government programs in place to assist both Employers and staff during these difficult times. The BOD determined at this time to keep Staff fully employed and to monitor the situation on a weekly basis.

vi. Membership Communications

At a minimum: weekly email and bi-weekly Video Conference. The BOD is of the opinion that we should communicate with the membership on clarity that there will be a shutdown at minimum until April 30th, 2020.

b. Registration Platform Update

The Central Registration project was discussed, and the Board is of the opinion that Alberta Soccer should continue to move forward on this project at the earliest opportunity considering the work that is required to deal with the COVID-19 situation is a priority at the present time

c. SPDSA-ASA Lawsuit Update

Alberta Soccer, Sherwood Park Soccer and an individual player have all been served Statement of Claims. The Insurance Company have retained Counsel to address the Statement of Claims.

d. All-state Soccer Show

Due to the COVID-19 Virus this has been postponed.



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7. Next Meeting (s)

- a. March 27, 2020 – Weekly COVID-19 Update Meeting
- b. April 3, 2020 – Weekly COVID-19 Update Meeting
- c. April 10, 2020 – Weekly COVID-19 Update Meeting
- d. April 18, 2020 – Board Meeting by Teams

8. Adjournment

M652 *Motion: To adjourn the meeting*
M/S/C

Meeting was adjourned at 11:05am

Summary of Motions

M644 *Motion: Call meeting to order.*

M645 *Motion: To approve the Agenda as presented*

M646 *Motion: To approve the December 2019 Minutes as presented.*

M647 *Motion: To approve the January 2020 Minutes as presented.*

M648 *Motion: To accept the Finance Committee Report as presented.*

M649 *Motion: To accept the Technical Development Report as presented.*

M650 *Motion: To accept the Competitions Report as presented.*

M651 *Motion: To accept the Referee Development Report as presented.*

M652 *Motion: To adjourn the meeting.*

Summary of Actions

A490 *Action: The Executive Director to generate a communication to the Membership on the delay in Membership Invoicing for the 2019-20 Indoor Season until October 1st, 2020.*

A491 *Action: The Executive Director to generate a communication to the Membership to postpone Membership Reporting for the 2020 Outdoor Season until a TBD date.*



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