



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 BOD APPROVED Minutes

Saturday December 7, 2019
9:00 AM – 2:00 PM

ASA Office,
9023-111 Avenue,
Edmonton AB T5B 0C3

In attendance:

Shaun Hammond, President	Danny Bowie, Vice President
Julie Beschell, Director of Finance	Phil Michailides, Director-at-large
Maureen Keough, Director-at-large (by Zoom)	Steve Cupit, Rural Director (by Zoom)
Shaun Lowther, Executive Director	

Absent w/ Regrets:

Adam Berti, Director-at-large	Lonny Behm, Rural Director
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ASA BOD Meeting Agenda

1. Call to Order – 9:10am
M627 Motion: call meeting to order.
M/S/C
2. Approval of Agenda
M628 Motion: To approve the Agenda as presented
M/S/C
3. Approval of Minutes
 - a. September 14, 2019
M629 Motion: To approve the September 14,, 2019 ASA BOD Minutes as presented.
M/S/C
4. Review of Action Items
 - a. Action items were reviewed with no significant discussion. A471 & A473 – Not complete.



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5. Committee Updates and Reports

Committee Reports

a. Finance Committee

i. Finance Report

The Finance Report was presented with discussion on:

Membership Reporting difficulties - Can ASA offer incentives for “Early Reporting”? Can the reporting date be adjusted?

A482 Action: Analyze date(s) of Membership Reporting to determine if the date(s) should be adjusted and/or offer Early Bird Monetary Incentive to alleviate late reporting by the districts.

Technology Plan – Discussion on the importance of a sound technology plan to assist the Association in becoming more efficient and maximising resources.

A483 Action: To form a Technology Committee to assist in the creation of a Technology Plan.

Staff & Board Christmas Party – Some Board members expressed disappointment at not providing a Christmas Party for Staff to socialize with the Board of Directors. While the recent financial losses sustained by the Association were instrumental in this decision it was articulated that Staff should be rewarded for their dedication to the Association.

*M630 Motion: To accept the Finance Committee Report as presented.
M/S/C*

b. Governance & By-Laws

i. Governance Report

The Governance Report was presented with discussion on:

Committee Member Addition – Brad Odsen, EDSA President was added to the Governance & Bylaws Committee. Brad brings a wealth of experience in Bylaws\Rules & Regs development.

Nominations Process Adjustments – The Committee decided that the Nominations Process should be reviewed after the AGM to assess the impact of the bylaw changes made at the Fall SGM. In addition the BOD wishes to review the current Terms of Reference to determine if improvements can be implemented to the Nominations Committee.



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A484 Action: The Nominations Committee Terms of Reference to be reviewed and amended if necessary, to improve the BOD Nominations Process

BOD Term Limits – The Bylaws & Governance Committee discussed Term Limits extensively and unfortunately did not come to a consensus on the best way forward to introduce Term Limits to the BOD.

A485 Action: Analyze Soccer PSO's & other Sport PSO's for their procedures for BOD Elections &/or Term Limits and report back to the Board.

A486 Action: Create a robust BOD Onboarding Package.

*M631 Motion: To accept the Bylaws & Governance Committee Report as presented.
M/S/C*

c. Technical Development

i. Technical Report

The Technical Development Report was presented with discussion on:

Mini-Stars – The mini-stars program was discussed to highlight the need to make changes to the program to keep pace with the ever changing landscape of the sport here in AB. Clubs are now offering multiple training and skill-development sessions which limits the capacity and time available for young players to take advantage of the Mini-stars program. In addition, private academies are now also introducing programming in Alberta and this has also affected the program. A suggestion was made by the BOD to offer “event-based” Mini-stars Programming to Rural areas rather than the traditional Scheduled Session type format previously offered.

A487 Action: The Technical Department to analyse the feasibility to offer “Event-Based” Mini-stars programming in Rural Districts.

ii. Function Tree

The Technical department developed a Function Tree which listed every Alberta Soccer function that the Technical Department is responsible for. The Board were appreciative of the continued work they provide to support the membership.

*M632 Motion: To accept the Technical Development Report as presented.
M/S/C*

d. Competitions Committee



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i. Competitions Report

The Competitions Committee Report was presented with discussion on:

National Competitions –

Alberta Teams performed extremely well at National Competitions. Results as follows:

U15 Boys – St. Albert Impact (Gold); Calgary Foothills (Silver)

U15 Girls – Calgary Foothills (Gold) Edmonton Millwoods (6th)

U17 Boys – Calgary Foothills (Gold)

U17 Girls - Calgary Foothills (5th)

Challenge Trophy – Edmonton Scottish (4th)

Jubilee Trophy – Edmonton Northwest United (Silver)

Masters Men – Edmonton Scottish (Gold)

Masters Women – Calgary Alliance (Gold)

The BOD discussed the fantastic job that EMSA did in hosting the U15 Toyota National Championships. Compliments are coming into ASA from the other Provinces about the event.

The BOD discussed the unfortunate decision by one of our teams that participated in National Competition. The Head Coach and 4 players left the National Competition without permission from the match Commissioner to return to Alberta and compete with a Post-secondary Institution. The decision made by the team was disrespectful to Alberta soccer, Canada Soccer and the National Championships. The team will be subject to sanctions in accordance with CSA and ASA Discipline Regulations.

M633 Motion: To accept the Competitions Committee Report as presented.

M/S/C

e. Referee Development

i. Referee Report

The Referee Development Report was presented with Discussion on:

Positive Year for AB Referees – Many instances of Excellence in Referees in 2019, whether that be appointments to Professional Games, FIFA/CONCACAF Matches, Referee Upgrades and Assessor Growth.

Safety for Referees – As well as the work that has been done on player safety, referee safety is of Primary Concern to the RDC.

A488 Action: RDC to make Recommendations on Coaches Yellow & Red Card penalties.



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A489 Action: Determine Expectations of Coaches & Parents to Referees and Present to the Governance Committee for an update on either Code of Conduct or Rules & Regulations to reflect these expectations.

*M634 Motion: To accept the Referee Development Report as presented.
M/S/C*

- f. Strategic Planning Committee
 - i. Strategic Planning Report

No Update

- ii. Operational Plan

The Operational Plan was presented with Discussion on:

Measure – A gap exists with Measurement of Programming. Department Heads have been tasked to identify “Outcomes” rather than “Outputs”.

Responsibility & Timelines – Department Heads to complete Responsibility & Timeline Columns for all items on the plan.

*M635 Motion: To accept the Operational Plan as presented.
M/S/C*

6. Other Business

- a. Stack Sports
Risk Assessment Document and Stack Sports Termination letter were discussed by the BOD. It was agreed that Alberta Soccer should terminate the agreement with Stack Sports and commence an RFP Process for a new On-line Sports Registration Provider.
- b. SPDSA-ASA Lawsuit Update
Verbal Update Provided by Shaun Lowther. A Statement of Claim has been filed with the Courts in relation to an injury due to a Boarding Incident in November 2018. At this point the Statement of Claim has not been served and the ASA Insurance provider is monitoring the situation.
- c. Program Analysis Update
Shaun Hammond provided an update on the Program Analysis he is spearheading at the request of the Membership. A gap in the Measurement of the effectiveness of programming was identified. The Membership will receive an update on this initiative at the AGM.
- d. 2020 Alberta Soccer AGM



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The Schedule of Events was presented to the BOD. Feedback will be emailed to the ED by Monday December 9th, 2019

e. All-state Soccer Show

The All-state Soccer Show that was tentatively scheduled for May in Calgary has temporarily been put on hold.

f. Lottery Fund – Potential Alberta Government Changes

Changes to the Alberta Government Lottery Fund include:

Lottery Fund De-established and monies have been transferred to General Revenues

Although it looks likely that current monies being earned through Charitable Casinos will continue as is, but other Grants that are generated through AGLC Lottery funds may be affected.

g. Desjardins

Closure of the Desjardin Credit Card Account:

An approved motion by the Board is required to close a Credit Card Account that ASA no longer uses.

M636 Motion: To delegate Shaun Lowther, ASA Executive Director as the person authorized to manage the Desjardins Account.

M/S/C

h. Canada Revenue Agency

Alberta Soccer would like to update the personnel authorized to manage the Alberta Soccer Canada Revenue Agency account.

M637 Motion: To authorize the Canada Revenue Agency to remove all names from the Alberta Soccer Association account authority and replace them with Shaun Hammond (President), Shaun Lowther (Executive Director) and Tammy McNutt (Director of Operations and Accounting).

i. In-camera meeting

7. Next Meeting (s)

- a. January 18th, 2020 – Audit Approval (By Conference Call)
- b. February 21st – 23rd, 2020 – Annual General Meeting

8. Adjournment



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M638 Motion: To adjourn the meeting
M/S/C
Meeting was adjourned at 1:00pm

Summary of Motions:

M627 Motion: call meeting to order.
M/S/C

M628 Motion: To approve the Agenda as presented
M/S/C

M629 Motion: To approve the September 14, 2019 ASA BOD Minutes as presented.
M/S/C

M630 Motion: To accept the Finance Committee Report as presented.
M/S/C

M631 Motion: To accept the Bylaws & Governance Committee Report as presented.
M/S/C

M632 Motion: To accept the Technical Development Report as presented.
M/S/C

M633 Motion: To accept the Competitions Committee Report as presented.
M/S/C

M634 Motion: To accept the Referee Development Report as presented.
M/S/C

M635 Motion: To accept the Operational Plan as presented.
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