



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

January 16, 2021

9:00 AM – 12:00 PM

Location: Teams Video Conference

In attendance:

Shaun Hammond, President
Julie Beschell, Director of Finance
Adam Berti, Director-at-large
Phil Michailides, Director-at-Large

Maureen Keough, Vice President
Danny Bowie, Director-at-Large
David MacEachran, Rural Director
Tammy McNutt, Executive Director, Interim

Absent with regrets:

Steve Cupit, Rural Director

Guests:

Renee Henry, Vogel Group
Richard, Adams

Gabrielle Battiste, Battiste Law

1. Call To Order

R754 *Resolution: That the meeting of the Alberta Soccer Board of Directors be called to order M/S/C*

Meeting was called to order at 9:04 AM

2. Approval of Agenda

- A. Approval of the Agenda
- B. Executive Hiring Update
- C. Complaint Review Committee
- D. Approval of the Minutes
 - a. December 5, 2020
- E. Record of Electronic Board Resolutions
 - a. Resolution: That Sharon Evans be named the chair of the 2020 Nominations Committee
 - b. Resolution: That the indoor membership fees for 2021 be calculated as per the memo
- F. Review of Action Items
 - a. A486: Create a robust BOD Onboarding Package
 - i. Manitoba Soccer shared onboarding package for reference
 - b. A499 & A501 addressed in Operations Report
- G. Committee Updates and Staff Reports



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



- a. Finance Committee Report
 - i. Approval of the 2019-2020 Audit
 - ii. Finance Report
 - iii. Rule & Regulation on Member Fees 2021-22
 - b. Risk Management Committee
 - i. Discipline
 - 1. Harassment Complaints
 - ii. Unsanctioned Academies – Letter from Members
 - iii. COVID-19 Update
 - 1. Government / AHS Update
 - 2. Return to Play Guidelines
 - 3. January 19 Member Update Meetings
 - c. Governance and Bylaws Committee
 - i. Rule 28 review
 - d. Operations Summary
- H. Other Business
- a. New Membership Application
 - i. Alberta Academy Soccer League
 - b. Nominations Committee Update
 - c. Annual General Meeting Agenda
 - d. Planning Meeting Agenda
- I. Next Meeting(s)
- a. February before AGM?
 - b. February 28, 2021 Annual General Meeting
 - c. Schedule – 3rd Saturday
 - i. March 20, 2021 (3rd Saturday)
 - ii. April 17, 2021 (3rd Saturday)
 - iii. May 15, 2021 (3rd Saturday)
- J. Adjournment

R755 *Resolution: That the Agenda be accepted as presented
M/S/C*

Tammy McNutt left the meeting at 9:06 AM

3. Executive Hiring Update

- A. Long-Term Hiring Plan
- B. Short-Term Hiring Plan



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



Renee Henry, Vogel Group left the meeting at 9:45 AM
Shaun Hammond left the meeting 9:45 AM

4. Complaint Review Committee

Gabrielle Battiste, Battiste Law joined the meeting at 9:48 AM

A. IN CAMERA SESSION

Gabrielle Battiste exits the meeting at 11:15 AM

Meeting recessed at 11:15 AM
Meeting returns to order at 11:25

Shaun Hammond rejoins the meeting at 11:25 AM
Tammy McNutt rejoins the meeting at 11:25 AM
Richard Adams joins the meeting at 11:25 AM

5. Approval of the Minutes

*R759 Resolution: To approve the December 5, 2020 minutes as presented
M/S/C*

6. Record of Board Resolutions

A. December 16, 2020 Email Motion

R752 Resolution: To approve Sharon Evens as the Nominations Committee Chair

*R760 Resolution: That resolution R752 carried by email on December 18, 2020 be recorded in the minutes of the Alberta Soccer Association
M/S/C*

B. December 18, 2020 Email Motion

R753 Resolution: that the indoor membership fees for 2021 be calculated as per the Memo

*R761 Resolution: That resolution R753 carried by email on December 18, 2020 be recorded in the minutes of the Alberta Soccer Association
M/S/C*



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



7. Review of Action Items

- A. A486: Create a robust BOD Onboarding Package

A514 *Action: R. Adams to develop an Executive Summary Board Package for new board members*

A515 *Action: R. Adams to provide copies of the Executive Limitations Policy from Ontario Soccer*

- B. A499 & A501 addressed in Operations Report

8. Committee Updates and Staff Reports

- A. Finance Committee

- a. Approval of the 2019-2020 Audit

R762 *Resolution: that the October 31, 2020 audited financial statements be approved as presented.*
M/S/C

- b. Financial Report

- i. Indoor Fees Memo

R763 *Resolution: that if soccer does not restart in a district area by February 1, 2021, then Alberta Soccer will not charge an indoor membership fee to that district. However, for those districts that are permitted to resume by February 1, 2021, the regular indoor membership fees will be applied.*
M/S/C

A516 *Action: The ASA staff to update the ASA Fees & Reporting memo before distribution to the membership.*

- ii. Outdoor 2021 membership fees to remain as per member approved Rule & Regulation on Membership Fees 2020-21

- iii. Heritage Fund

A517 *Action: R. Adams to present recommendations to the Board for use of additional Heritage fund monies in consideration of the broadest member benefit possible.*

- c. Rule & Regulation on Member Fees 2021-2022



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



R764 Resolution: that the Finance Committee report be accepted as presented M/S/C

- B. Risk Management Committee
 - a. Update on current harassment and discipline
 - b. Unsanctioned Academies – Letter from Members

A518 Action: Alberta Soccer to provide communication goals around sanctioned activity and supporting our members for Black Coffee to include in the campaign.

A519 Action: The Board to consider a response to the Rule 28 concerns after hearing the member concerns on Tuesday the 19th and coming back through the Governance Committee.

- c. COVID-19 Update
- d. Governance Committee Update
 - i. Rule 28 Committee Update

R765 Resolution: that the Risk Management and Governance Committee reports be accepted as presented.

- e. Operations Summary
 - i. The operations summary was accepted without discussion except for the Whitecaps Academy.
 - ii. Whitecaps Academy

9. Other Business

- A. New Membership Application
 - a. Alberta Academy Soccer League (AASL)
- B. Nominations Committee Update
- C. Annual General Meeting Agenda
 - a. Voting Numbers
 - b. Reviewed rules impacted by pandemic response and their addition to the draft agenda. Anything amended by the Board will be on the agenda but we could consider a blanket motion to confirm that all of the rules listed, with the exception of Rule 28, will return to their pre-pandemic status as of the 2021 AGM.
- D. Planning Meeting Agenda
 - a. Additional meeting topics for membership engagement to be scheduled for the weeks leading up to the AGM in consideration of virtual meeting fatigue.



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



10. Next Meetings

- A. Board Meetings
 - a. February 20, 2021 at 9:00 AM
 - b. March 20, 2021
 - c. April 17, 2021
 - d. May 15, 2021
- B. Annual General Meeting
 - a. February 28, 2021 at 9:00 AM

11. Adjournment

R766 *Resolution: that the meeting of the Alberta Soccer Board of Directors be adjourned.*
M/S/C

Meeting adjourned at 1:38pm



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



Summary of Resolutions

- R754 *Resolution: That the meeting of the Alberta Soccer Board of Directors be called to order*
M/S/C
- R755 *Resolution: That the Agenda be accepted as presented*
M/S/C
- R759 *Resolution: To approve the December 5, 2020 minutes as presented*
M/S/C
- R760 *Resolution: That resolution R752 carried by email on December 18, 2020 be recorded in the minutes of the Alberta Soccer Association*
M/S/C
- R761 *Resolution: That resolution R753 carried by email on December 18, 2020 be recorded in the minutes of the Alberta Soccer Association*
M/S/C
- R762 *Resolution: that the October 31, 2020 audited financial statements be approved as presented.*
M/S/C
- R763 *Resolution: that if soccer does not restart in a district area by February 1, 2021, then Alberta Soccer will not charge an indoor membership fee to that district. However, for those districts that are permitted to resume by February 1, 2021, the regular indoor membership fees will be applied.*
M/S/C
- R764 *Resolution: that the Finance Committee report be accepted as presented*
M/S/C
- R765 *Resolution: that the Risk Management and Governance Committee reports be accepted as presented.*
- R766 *Resolution: that the meeting of the Alberta Soccer Board of Directors be adjourned.*
M/S/C

Summary of Action Items

- A514 *Action: R. Adams to develop an Executive Summary Board Package for new board members*
- A515 *Action: R. Adams to provide copies of the Executive Limitations Policy from Ontario Soccer*
- A516 *Action: The ASA staff to update the ASA Fees & Reporting memo before distribution to the membership.*
- A517 *Action: R. Adams to present recommendations to the Board for use of additional Heritage fund monies in consideration of the broadest member benefit possible.*



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



- A518 *Action: Alberta Soccer to provide communication goals around sanctioned activity and supporting our members for Black Coffee to include in the campaign.*
- A519 *Action: The Board to consider a response to the Rule 28 concerns after hearing the member concerns on Tuesday the 19th and coming back through the Governance Committee.*