



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

11759 Groat Road  
Edmonton, AB T5M 3K6



**ASA Board Meeting Minutes**

November 21, 2021

9:00 am to 12:00 pm

Teams Meeting

Shaun Hammond – President

Nabeel Khudabux – Director at Large

David MacEachran – Rural Director

Catherine Ridgeway – Rural Director

Lisa Grant – Executive Director

Adam Berti - Director at Large

Dany Bowie – Director at Large

Maureen Keogh – Vice President

1. Call to Order at 9:04 am

2. Land Acknowledgement

*We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 6, 7, and 8. Namely: the Blackfoot Confederacy – Kainai, Piikani, and Siksika – the Cree, Dene, Saulteaux, Nakota Sioux, Stoney Nakoda, and the Tsuu T’ina Nation and the Métis People of Alberta. This includes the Métis Settlements and the Six Regions of the Métis Nation of Alberta within the historical Northwest Metis Homeland. We acknowledge the many First Nations, Métis and Inuit who have lived in and cared for these lands for generations. We are grateful for the traditional Knowledge Keepers and Elders who are still with us today and those who have gone before us. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.*

3. Approval of the Agenda

**M839 Motion:** To Approve the Agenda as presented  
M/S/C

4. Approval of Minutes

a. October 17, 2021

**M840 Motion:** To Approve the Minutes as presented  
M/S/C

5. Record of Electronic Board Resolutions - n/a



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6. Review of Action Items

- a. A537 – District presentation Platform - October 2021
- b. A539 – Risk Management Framework - November 2021
- c. A546 – Amendment to Provincial Licencing Standards Rules – October 2021
- d. A552 - Governance Committee to add AGLC requirements to list of revisions required
- e. A558 - Action: ASA BoD to complete Board Skill Set Review by September 1, 2021
- f. A559 - Action: ASA office to complete a needs assessment for rural areas – Oct 2021
- g. A561- ASA office will pursue a delay to remit CSA fees in May and June 2022
- h. A563 - ASA office to follow up to verify ASA member are meeting the requirement to maintain Members in Good Standing
- i. A564 - ASA BoD to advise by September 30 if they prefer in person or virtual moving forward

**Action 574:** *ASA BoD will remain virtual until the AGM weekend*

- j. A567 - ASA office to draft a policy to provide timelines on retention of data
- k. A569 - Lisa to contact Dave to determine if there is an officials shortage for the indoor season
- l. A570 - BoD Confidentiality Policy and Agreement moved to next agenda
- m. A571 - Maureen will review documentation to assure alignment with other ASA Bylaws, Rules.
  - i. BoD Agreement
    1. Sport Law and Strategy Confidentiality Policy
    2. Sport Law and Strategy Directors Agreement and Guide
- n. A572 - BoD will hold an in camera session to review documentation (Steve Indig could attend)

**Action 575:** *Lisa will go through outstanding items and remind persons responsible. The action items not assigned to a responsible person will be done next ASA BoD meeting.*

7. Committee Updates and Operational Reports

- a. Finance Report

**M841 Motion:** *To Accept the Finance Report as presented*  
M/S/C



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- i. Fee Structure
- b. Risk Management
  - i. Discipline
  - ii. Legal Threats
    - 1. Blizzard
    - 2. Ardrossan
    - 3. Ludwig
- c. Governance and Bylaws Committee
  - i. Greater Edmonton Soccer
    - 1. EIYSA/EMSA conflict
    - 2. Ardrossan
    - 3. Leduc
    - 4. ESA and A1 facility
  - ii. Committee Update
- d. Strategic Planning
  - i. Committee Update
- e. Central Registration
  - i. Committee Update
- f. Nominations Committee
  - i. Board Skill Set Review
  - ii. Call for Nominations as been sent to Members
- g. Operations Summary
  - i. Competitions
  - ii. Referee Update
  - iii. Technical Update
- 8. Other Business
  - a. BoD
    - i. RiS Workplace Certificates

**Action 576:** *ASA BoD to complete RiS Workplace by December 31, 2021*

- ii. Christmas Event – virtual



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- b. World Cup 2026
- c. District Communication
  - i. General Update
- d. Staff Update
  - i. Communication Coordinator
  - ii. Financial Manager
  - iii. Competition Coordinator
  - iv. ASA Office Closure for Christmas

**M 842 Motion:** *To approve the ASA office closure to be Last Day December 23 – Return January 3*  
M/S/C

- v. Change Management

**M843 Motion:** *ASA to enroll Lisa Grant and Maureen Keough in Prosci Change Management at the cost of \$3850.00 each plus tax*  
M/S/C

**Action 576:** *ASA office to explore grants to offset costs*

- e. White Caps
- f. Swann City Soccer Registration

**M 844 Motion:** *ASA to waive the ASA fees for Swann City Soccer for the current invoice as the program was not delivered to ASA Standards*  
M/S/C

- g. ASA AGM Date Virtual – February 26-27, 2022

**Action 577:** *The ASA AGM will be planned to be held in person barring any COVID restrictions*

- 9. Next Meeting(s)
  - a. January 16, 2022

10. Adjournment

**M845 Motion:** *To Adjourn*  
M/S/C



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**Summary of Motions**

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