



ALBERTA SOCCER ASSOCIATION

LEAD, GOVERN AND EVOLVE

11759 Groat Road
Edmonton, AB T5M 3K6



ASA Board Meeting Minutes

November 27, 2022

TEAMS

Shaun Hammond – President
Julie Beschell – Director of Finance
Danny Bowie – Rural Director
Junior Figueiredo – Director at Large
Lisa Grant – Executive Director

Nabeel Khudabux – Director at Large
Adam Berti – Director at Large
Catherine Ridgeway - Rural Director

Mission - Lead, govern and evolve.

Vision- A welcoming soccer community inspiring and empowering all.

Values – Courage Respect Innovation Integrity Cooperation Inclusion

1. Call to Order at 3:02 pm
2. Land Acknowledgement
3. ASA BoD Good Governance Principles
 - a. On governance-related matter, communications occur between Board President/chair or identified designates
 - b. On operations-related matters, communications occur between CEO/Executive Director or identified designates
 - c. Boards and staff are responsive, transparent and clear in communicating information that involves or has an impact on other organizations
 - d. Following a decision of the Board, each Director both supports and communicates the same messages
 - e. BoD are to adhere to the ASA BoD Conflict of Interest and Confidentiality Policies
4. Declaration of Conflict of Interest
5. Approval of the Agenda

M911 Motion: *To approve the agenda as presented*
M/S/C



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6. Approval of Minutes
 - a. September 25, 2022

M912 Motion: *To approve the September 25, 2022 Minutes as presented*
M/S/C

- b. September 28, 2022

M913 Motion: *To approve the September 28, 2022 Minutes as presented*
M/S/C

- c. October 9, 2022

M914 Motion: *To approve the October 9, 2022 Minutes as presented*
M/S/C

7. Record of Electronic Board Resolutions

- a. ASA Price List
 - b. Albania FC Discipline
 - c. ASA Strategic Plan
 - d. Society Returns for Districts

8. Review of Action Items

- a. A597 - ASA Office to investigate more sponsorship opportunities
 - b. A604 - ASA draft a power point presentation for BoD to use when attending District visits
 - c. A635 - ASA ED and President will sign agreement with Canada Soccer and provide information to Canada Soccer as per the ASA AGM motion
 - d. A640 - Provide IT education on watch.albertassoccer.com and circulated on a regular basis to Membership
 - e. A646 - Finance Committee to bring a recommendation to the ASA BoD on an investment proposal
 - f. A647 - ASA Executive Director to draft and investment policy for ASA
 - g. A649- ASA EDII Committee to investigate gender neutral language training
 - h. A652 - ASA Staff and BoD will be required to complete any sessions missed
 - i. A653- Communication Coordinator to create a “punchy” graphic to present at the AGM with the budget; illustrating the cost to Membership for legal issues
 - j. A655 - ASA committee to be formed with membership from Referee, Coach, Competition and Marketing person to develop an incentive program for excellence in behaviour



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- k. A656- ASA Executive Director to gather discipline stats to determine the variance in CUSA discipline vs other Districts draft ready
- l. A657- ASA to develop a communication plan to highlight best practices and behaviours
- m. A659- ASA to communicate to Districts at the planning meeting that ASA Discipline will be posted publicly to include District, Division, Tier, Charges, Team Name, Role, and Discipline Decision/Sanctions
- n. A660 - Communication coordinator to create a graphic for the planning meeting illustrating the amount of discipline per District
- o. A666 - EDII ToR to be rewritten
- p. A667 - New call for EDII membership to be sent publicly once the priorities are determined
- q. A673 – League 1 - ASA BoD requires a business plan, communication plan and budget to consider for next year

9. Committee Updates and Operational Reports

- a. Finance Report
 - i. October Finance Report

M915 Motion: To approve the October Finance Report as presented
M/S/C

- ii. November Financial Report

M916 Motion: To approve the October Finance Report as presented
M/S/C

- b. Risk Management
 - i. Discipline - October & November
 - ii. Legal Threats
 - 1. Ludwig
 - iii. Committee Update

Action 675 – ASA Executive Director to set the next Risk Management meeting

Action 676 – ASA Executive Director to inquire from BFL Canada if they recommend as a requirement of Membership, the Districts and Clubs must confirm they have a secure method of securing records



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- c. Governance and Bylaws Committee
 - i. Committee Update
 - ii. EDII Committee Update

Action 677 – *Adam Berti is to be added to the EDII committee*

Action 678 – *ASA Executive Director to create a definition of Rural and Urban to be added to the Bylaws*

- d. Strategic Planning
 - i. Committee Update

Action 679 – *ASA Executive Director and Financial Manager to tie the Budget to the Strategic Plan*

Action 680 – *ASA Executive Director to redraft the ToR for the Strategic Plan*

- e. Central Registration
 - i. Committee Update
 - 1. CSA -
- f. Nominations Committee
- g. Operations Summary
 - i. Competitions – October & November

Action 681- *ASA President to contact City of Edmonton to recognize Alphonso Davis for first Canadian Goal in the World Cup*

- ii. Communication Report – October & November
- iii. Referee Update– October & November

Action 682 – *Referee Update to include a ratio of officials' numbers to player numbers*

- iv. Technical Update– October & November

10. Other Business

- a. ToR Senior Competition Committee
- b. ToR Youth Competition Committee



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c. Financial Standards Draft

M917 Motion: *To accept the ASA Financial Draft as presented*
M/S/C

- d. AMSL/League 1
- e. Award of Merit
- f. Shield of Merit
- g. Drop In Soccer
- h. Coach Minimum Standards
- i. Club Licencing Implementation Agreement

Action 683 – *ASA Technical Director to provide the time and cost for each coaching item required in SQS*

Action 684– *Communication Coordinator to work with Senior Districts to create a marketing plan to retain players*

- 11. Next Meeting(s)
 - a. Early January
- 12. Adjournment

M918 Motion: *To Adjourn*
M/S/C

Summary of Motions

M911 Motion: *To approve the agenda as presented*
M/S/C

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M/S/C

M913 Motion: *To approve the September 28, 2022 Minutes as presented*
M/S/C

M914 Motion: *To approve the October 9, 2022 Minutes as presented*
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M/S/C

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Action 682 – *Referee Update to include a ratio of officials' numbers to player numbers*

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Action 684- *Communication Coordinator to work with Senior Districts to create a marketing plan to retain players*