



# ALBERTA SOCCER ASSOCIATION

## LEAD, GOVERN AND EVOLVE

11759 Groat Road  
Edmonton, AB T5M 3K6



### ASA Board Minutes

February 17, 2023

### TEAMS

#### Meeting Minutes

Adam Berti –President	Nabeel Khudabux - Director at Large
Shaun Hammond – Past President	Junior Figueiredo – Director at Large
Deanna Zumwalt– Director at Large	Julie Beschell – Director of Finance
Maureen Keough – Vice President	Lisa Grant – Executive Director
Catherine Ridgeway – Rural Director at Large	
Danny Bowie – Director at Large	

**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 6:01 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



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**M943 Motion:** *To approve the agenda as presented*  
M/S/C

6. Approval of Minutes
  - a. February 12, 2023

**M944 Motion:** *To approve the February 12, 20223 Minutes as presented*  
M/S/C

7. Record of Electronic Board Resolutions
8. Review of Action Items
  - a. *A604 - ASA draft a power point presentation for BoD to use when attending District visits*

**Action 719** – *ASA BoD send photos to use for now in slide deck*

**Action 720** – *Communication coordinator will obtain professional standardized photos to be used in final version*

**Action 721** – *ASA Executive Director to assign BoD to specific Districts*

- b. *A652 - ASA Staff and BoD will be required to complete any sessions missed*
9. Other Business
  - a. Insurance General
    - i. Youngest Age

**M945 Motion:** *To mandate 3 years of age as the youngest age for all Amateur Members participating as Players, Managers, Coaches, Trainers, Executives, General Members or Officials, Volunteers, Auxiliary Workers and Employees in practice or competition in the sport under the supervision and direction of the Policyholder(Alberta Soccer Association).*  
M/S/C

- ii. Oldest Age
    1. Currently 65 years of age

**M946 Motion:** *To mandate up to 80 years of age for all Amateur Members participating as Players, Managers, Coaches, Trainers, Executives, General Members or Officials, Volunteers,*



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*Auxiliary Workers and Employees in practice or competition in the sport under the supervision and direction of the Policyholder(Alberta Soccer Association).*  
M/S/C

**Action 722** – *ASA Executive Director to gather data on the number of players, coaches, officials who would be over 65 years of age and require insurance*

b. ASA Waiver and Indemnity

**M947 Motion:** *To mandate the ASA Waiver and Indemnity to be used by all ASA Members to be eligible for ASA insurance coverage in their registration process.*  
M/S/C

c. ASA Use of Personal Information Consent

**M948 Motion:** *To mandate the ASA Use of Personal Information Consent to be used by all ASA Members in their registration process.*  
M/S/C

d. ASA Image Waiver

**M949 Motion:** *To mandate the ASA Image Waiver to be used by all ASA members in their registration process.*  
M/S/C

**Action 723** – *ASA Executive Director to create fillable forms for all the approved waivers*

e. Insurance Claims to Date

f. League 1

- i. White Paper
- ii. Letter of Support
- iii. Business Plan
- iv. Proposed Budget

**M950 Motion:** *To approve League 1 as an exhibition series in 2023 under the original proposal supplied to the ASA BoD in September and the Budget shown tonight.*  
M/S/C

**Action 724** – *League 1 to gather data throughout the exhibition series*



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**Action 725** – ASA Staff to investigate the viability of League 1 and provide alternative business structures at the end of the season

- g. ASA BoD
  - i. All BoD sign new Conflict of Interest and Confidentiality Agreement and complete Skill Matrix
  - ii. Revised Code of Conduct

**Action 726** – ASA Executive Director to revise ASA BoD Code of Conduct

- iii. Public Director
  - 1. Jason White Resume

**M951 Motion:** To appoint Jason White as the ASA Public Director on a one year term  
M/S/C

- h. Centralized Discipline Log

**Action 727** – ASA Executive Director to create a Centralized Discipline log with notification to the Districts with the rationale of its' requirement

**Action 728** – ASA Executive Director to create a standardized Code of Conduct to be used in ASA Registration processes

- i. Next Meeting(s)
  - i. April 23, 2023 – Red Deer
- j. Adjournment

**M952 Motion:** To adjourn  
M/S/C

## Summary of Motions

**M943 Motion:** To approve the agenda as presented  
M/S/C

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M/S/C



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M/S/C

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M/S/C

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M/S/C

**M951 Motion:** *To appoint Jason White as the ASA Public Director on a one year term*

M/S/C

**M952 Motion:** *To adjourn*

M/S/C

### **Summary of Actions**

**Action 719** – *ASA BoD send photos to use for now in slide deck*



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**Action 721** – *ASA Executive Director to assign BoD to specific Districts*

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**Action 724** – *League 1 to gather data throughout the exhibition series*

**Action 725** – *ASA Staff to investigate the viability of League 1 and provide alternative business structures at the end of the season*

**Action 726** – *ASA Executive Director to revise ASA BoD Code of Conduct*

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**Action 728** – *ASA Executive Director to create a standardized Code of Conduct to be used in ASA Registration processes*