

PRINCE GEORGE YOUTH SOCCER ASSOCIATION

Address:
965 Winnipeg Street
Prince George, BC
V2L 2V3

Phone: 250.564.5900
Fax: 250.564.0239
Email: office@pgysa.bc.ca
Website: www.pgysa.bc.ca



MINUTES

Meeting Title: August Board Meeting

MINUTES AUGUST 10, 2011 START TIME – LOCATION – BOARD ROOM
5:30 PM

MEETING CALLED BY	Richard Watt
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Richard Watt
RECORDER	April Kwitkoski
ATTENDEES	Richard Watt, Marcie O'Beirne, Grant Emmond, Rob Lewis, Dean Rolufs, Deb Stewart, Anna Barnes, Tony Preston (arrived 5:50pm), Steve Raper

ABSENT: Lorrelle Hall, Dustie Hall, Guy Jubinville, Linda Herman and Joel MacDonald

Commence Board Meeting at 5:30 pm

- 1. Motion** to accept Agenda with the addition permission to travel for 4 U11-U12 Future Stars Boys teams and 1 U12 Future Stars Girls to Langley Sept 2-5 and U13 Boys to Langley Sept 2-5. (Rob/Grant) **Motion passed unanimously**
- 2. Motion** to accept the July, 2011 minutes (Grant/Anna) **Motion passed unanimously**
- 3. Business** arising from the minutes: Action Items carried forward from previous board meetings reviewed.
 - Rob would like to look into giving out certificates or ribbons instead of medals. He will talk to parents and players on the fields to get some feedback and come back to the board with a recommendation.
 - Deb has spoken with BCS and told them we will be putting in a bid to host the 2013 Provincials. Richard will give her a letter to submit with the bid. Deb will speak with Lorrelle to go over what will be needed to host this tournament.

4. Correspondence:

- a. Permission to travel: U14B Girls to the Michael J Smith Memorial Tournament Labour Day Sept 2-5 in Langley; U13B Girls to Chilliwack tournament August 26-28; 4 U11/12 boys to Langley Sept 2-5; U12 girls to Langley Sept 2-5 **ALL APPROVED**

5. Staff Reports:

- a. Joel's Report

Discussion	No Report
Conclusion	
Action Items	
Person Responsible	

- b. Linda's Report

Discussion	Report as submitted Discussion to take place in camera
Conclusion	
Action Items	
Person Responsible	

6. New Business

- a. Staffing Proposal for PGYSA (Linda)

Discussion	Will be discussed in camera
Conclusion	
Action Items	
Person Responsible	

- b. Executive Director's Job Analysis

Discussion	Will be discussed in camera
Conclusion	
Action Items	
Person Responsible	

c. 2011-2012 Proposed Budget (Anna/ Richard)

Discussion	<p>Richard: we don't need to approve the proposed budget today just go over it. Linda has prepared three scenarios for us to discuss. The worst case is we do not receive any gaming money but we do have reserves we could draw on if needed.</p> <p>Rob: worst case not so bad but without gaming funds we would need to look at how we can continue running the association.</p> <p>Grant: so even with \$75000.00 gaming next year we are still down \$54000?</p> <p>Richard: it does also show a decline in registration numbers and less gaming funds.</p> <p>Steve: does this factor in the rental of our facility and the summer league registration?</p> <p>Richard: Yes that is already included</p> <p>Steve: clarify the \$37000.00 for Rental and \$39000 for NSC</p> <p>Richard: The rental amount is for our indoor lease and NSC is the cost of rental</p> <p>Richard: you can send Anna any questions you have and we will go over at the next finance meeting. We need to be prepared to make a decision at the next board meeting.</p> <p>Richard: I am currently working on replacing our online registration as Yoursportsplace has informed us that their cost per transaction will be increasing to \$10.00. I have 3 different online programs who will give me a demonstration of the systems and how they work.</p> <p>Steve: Don't we want people to have to come into the office?</p> <p>Richard: Yes, but also looking for a system to due scheduling and team building. My question is, do we budget for the cost of the new program or increase fees to cover?</p> <p>Steve: We need to find out what our needs are and what information we need stored. We may be able to get a program like an Office Manager program that would fulfill our needs. What does the Y do or other associations for collecting member's information?</p> <p>Richard: I just wanted to flag this as a possible budget item.</p> <p>Rob: at some point we will need to look at increasing fees for the future programs.</p> <p>Steve: I think we should have a clear break down of what our fees cover so members feel they are getting a good deal for their dollar.</p> <p>Marcie: We have had fee increases for the last 3 years so many people would be upset if we increased them again next year. I also agree with Steve that we should break down what you get for the registration fees.</p> <p>Richard: In the middle budget the registration numbers is based on the proposed school district enrolment numbers.</p> <p>Grant: Why 25000.00 for new coach recruitment? Are we covering the cost for coaches taking the courses? How much do the coaching courses cost?</p> <p>Rob: It costs roughly \$160 for each course.</p> <p>Richard: BCS is currently restructuring their coaches' courses so we don't know what the new costs will be.</p> <p>Steve: how can we make the summer camps more appealing to bring in more registration dollars?</p> <p>Marcie: That was up to Joel to come up with a plan regarding the summer camps.</p> <p>Rob: Maybe we should explore the possibility of joining with NSC and /or the Aquatic centre to offer a full day activity program. Also, maybe bringing</p>
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	<p>in someone new to put on a camp such as the Whitecaps. Anna: I think this is something to look into. Richard: the 17-18 division is not final. The girls want an all year round program and the boys are not firm on what they want. Joel is still in talks with Aaron in regards to him running the indoor program. Rob: Joel sounded like things were good and it would work out fine with Aaron. Richard: Please take the budget away with you and email Anna if you have any questions. We will have a finance meeting when Linda gets back and we will need to vote on this at the next board meeting.</p>
Conclusion	
Action Items	
Person Responsible	

7. Current Business

a. Volunteer BBQ (Linda)

Discussion	<p>Invites have been sent out through the data base. Steve and Anna did not receive the email. Office to send out invite tomorrow. Deb: how where the award winner selected? Steve: the membership voted. Richard: an email was sent out to the membership for their input in who the award winners should be. Anna: I have asked for a donation of cake for the BBQ. I will let you know if I can get them. Steve: I would like to see the office blind copy the board on any emails that go out to the membership just to make sure we are informed of everything going on.</p>
Conclusion	
Action Items	
Person Responsible	

b. RFQ (Richard)

Discussion	<p>Quotes from 3 suppliers have been submitted for board review. Soccer Express is the lowest by far. Richard: the select uniform order will be different this year. Deb: will we be ordering sets for both an A and B team in each age division? Richard: Yes, we would not be spending as much so that will mean less Promo dollars. We are looking at Soccer Express setting up an online store where people can order PGYSA soccer gear. MOTION: to accept Soccer Express's bid to supply our uniforms for 2012,2013,2014 (Steve/Marcie) ALL APPROVED</p>
Conclusion	
Action Items	
Person Responsible	

7. Board Reports:

a. President's Report/New Media Director's Report (Richard)

Discussion	See submitted report Indoor registration started Tuesday Aug 9 and after two days of registration we now have in the Select Development program a waiting list for the 1999-1998 boys, 11 spots available for the 1999-1998 girls, 7 spots available for the 1997-1996 boys and 3 spots available for the 1997-1996 girls. On Tuesday the office put through \$19,564. in registration fees and almost \$10,000 on Wednesday. The office will continue to put players on the waiting list if no spots are available and will let the membership know that if there are enough players on the waiting list we will look at offering another program for them.
Conclusion	
Action Items	
Person Responsible	

b. Vice- President's Report (Steve)

Discussion	No Report
Conclusion	
Action Items	
Person Responsible	

c. Treasurer's Report (Anna)

Discussion	As Submitted
Conclusion	
Action Items	
Person Responsible	

d. Volunteer Report (Marcie)

Discussion	See submitted report
Conclusion	
Action Items	
Person Responsible	

e. Mini U9-U12 (Deb)

Discussion	No Report Deb: Aug 20-21 we are hosting a mini tournament and Joel has asked for \$100 per team but I have run the Jamboree in the past and we have never asked PGYSA teams to pay a fee to play in the tournament. The U13 boys have paid there registration fees same as the house players but they have only had 5 games this year. Marcie: Fees are to cover referee costs Rob: BCS is coming up for that tournament to gives us some feedback on our players. Joel would like to see a tournament with some big name coaches coming in and the tournament will not be set up where a team will win but the players will get individual points. Steve: should we subsidize our teams and only charge the out of town
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	<p>teams?</p> <p>Deb: right now it looks like each team will get 2 or 3 games but it would be nice if they knew that coaches were watching them.</p> <p>Rob: If we haven't charged our teams in the past then we should cover the cost now.</p> <p>Grant: We can see how it goes this year with us covering their costs and see if we need to increase the fee we charge the out of town teams.</p> <p>MOTION: For PGYSA to subsidize our teams for the tournament Aug 20-21 (Deb/Grant) PASSED ABSTAINED (Tony & Marcie)</p>
Conclusion	
Action Items	
Person Responsible	

f. Mini 5-8- (Grant)

Discussion	No Report Will be looking at all teams this fall to help get evaluations done.
Conclusion	
Action Items	
Person Responsible	

g. Micro Mini 3-4 (Dean)

Discussion	No report
Conclusion	
Action Items	
Person Responsible	

h. Select Report (Lorrelle) Absent

Discussion	No Report
Conclusion	
Action Items	
Person Responsible	

i. Future Stars (Rob)

Discussion	See submitted report
Conclusion	
Action Items	
Person Responsible	

j. Field and Equipment (Guy) Absent

Discussion	See submitted report
Conclusion	
Action Items	
Person Responsible	

k. Referee/Discipline (Tony)

Discussion	No report
Conclusion	
Action Items	
Person Responsible	

l. Divisional Boys and Girls (Dustie) Absent

Discussion	No Report
Conclusion	
Action Items	
Person Responsible	

8. COMMITTEE REPORTS

No Committee reports

Motion: to adjourn the meeting to in camera 7:10 pm (Steve/ Tony). Motion passed unanimously.

Dates:

- **Next Board Meeting Wednesday September 14, 2011 at 5:30 pm**