



PRINCE GEORGE YOUTH SOCCER ASSOCIATION

MINUTES

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

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

Meeting Title: August monthly Board meeting

MINUTES AUGUST 1, 2012 START: 5:30 PM LOCATION – BOARD ROOM

Table with 2 columns: Category (MEETING CALLED BY, TYPE OF MEETING, FACILITATOR, RECORDER, ATTENDEES) and Value (Steve Raper, Monthly Board Meeting, Steve Raper, Len McNamara, Steve Raper, Grant Emmond, Rob Lewis, Carmen Turnbull, Brett MacPherson, John Reed, Dustie Hall, Muhammad Rahman)

ABSENT – Anna Barnes, Marcie O’Beirne, Tony Preston, Dean Rolufs

- 1. Motion to accept Agenda with the addition of reports and add NSC to new business. (Rob/Carmen). Motion passed unanimously
2. Motion to approve minutes of meeting on July 5, 2012 (Dustie/Carmen) Motion passed unanimously
3. Staff Reports: Joel MacDonald (on holidays) – report as submitted Len McNamara – report as submitted – some discussion as to the correspondence involving the rental/lease of the additional space adjoining the existing Indoor Facility (SD57 storage area). Nothing will be finalized until the Board has had the time to review and discuss.
4. New Business i) Presentations: None for this meeting. However, Steve informed the Board that Lisa Shaw-McLaren may be representing the U18 Girls team at our next September meeting. ii) House League – Muhammad Rahman

Table with 2 columns: Discussion and Content (Muhammad raised the question as to how is PGYSA planning to retain house players from year to year. Changes within some age groups has had a negative effect on players this year ie. the change of no longer having off-site (away from Rotary Fields) practices and the schedule and role of tech.)

	<p>coaches.</p> <p>Steve – we have less coaches volunteering – we may need to utilize some of our older players to coach the younger age groups.</p> <p>Dustie – there was very little tech. coaching in the White Division within the 9-12 year olds.</p> <p>Rob – Tech. coaches stopped attending the sessions because the team coaches wanted to play games vs. practice and utilizing the tech. coach.</p> <p>Muhammad – players didn't like the tech. coaches stopping the games for explanations and parents liked the previous year of 2 games a week with the optional tech. session.</p> <p>Grant – maybe we should consider tier 1 vs. 2 or white vs. green be based on commitment not skill?.</p>
<b>Conclusion</b>	The House League Committee to meet and discuss options that will enhance player retention in the house leagues.
<b>Action Items</b>	House League Committee to meet.
<b>Person Responsible</b>	

### iii) Player Registration system – Muhammad Rahman

<b>Discussion</b>	Len and I have investigated two systems; one a relatively inexpensive one and one much more advanced and more expensive.
<b>Conclusion</b>	For the time being we will start with the inexpensive system (Kamloops soccer has implemented this system this past season) and may move to the more advanced system once we have a clearer understanding of what we require from the information we collect.
<b>Action Items</b>	Len to establish online registration for PGYSA programming
<b>Person Responsible</b>	

### iv) Web domain – Muhammad Rahman

<b>Discussion</b>	<p>PGYSA doesn't own its web domain. Need to contact Paul Alberts.</p> <p>Muhammad is working with some colleagues in establishing a better website for PGYSA.</p>
<b>Conclusion</b>	
<b>Action Items</b>	<p>Steve – contact Paul Alberts.</p> <p>Len – ask Richard to 'clean-up' outdated email accounts.</p> <p>Muhammad – will present further information at next meeting.</p>
<b>Person Responsible</b>	

### v) Board Practices – document submitted – Steve Raper

<b>Discussion</b>	Steve presented document for discussion outlining the roles and responsibilities of the Board, ED and TD.
-------------------	---

<b>Conclusion</b>	
<b>Action Items</b>	This item will be tabled for further discussion in September.
<b>Person Responsible</b>	

**vi) Constitutional Amendments – Steve Raper**

<b>Discussion</b>	Steve submitted document outlining three amendments to the Constitution:  <b>Bylaw 3A</b> changed to ‘They shall be elected for three-year terms at the AGM with four of the positions being elected each year.  <b>Bylaw 3K (new)</b> ‘The outgoing president may, at the discretion of the board, act as a Past-President with non-voting authority. The Past-President will be welcome at all board meetings to provide advice, input and perspective, but may not vote.  <b>Bylaw 4A1</b> Eliminate after the words ‘board members’  <b>Motion</b> to bring amendments forward to the AGM in November (Brett/Carmen) <b>passed</b>
<b>Conclusion</b>	
<b>Action Items</b>	Present amendments at this year’s AGM
<b>Person Responsible</b>	

**vii) Late Fees – Dustie Hall**

<b>Discussion</b>	Dustie was concerned about the excessive amount we charge for late registration as well as the practice of having an individual sign up well into the season (in divisions where we need greater numbers) and having to pay the late fee.
<b>Conclusion</b>	ED to develop a procedure and bring back to the Board
<b>Action Items</b>	ED to develop policy regarding late fees
<b>Person Responsible</b>	

**viii) Medals and Jerseys – Dustie Hall**

<b>Discussion</b>	Dustie was opposed to any idea of eliminating medals for the players. 3-8 year olds receive Tim Horton’s medals provided within their sponsorship. PGYSA provides participation medals for 9-12 years olds and league and playoff champions for 13-14 and 15-18 year olds; gold, silver and bronze.  There was considerable discussion on this topic and it was referred to committee.
<b>Conclusion</b>	House committee to look at this further.
<b>Action Items</b>	
<b>Person Responsible</b>	

**IX) Coaches gifts and honorariums – Steve Raper**

<b>Discussion</b>	Steve introduced this topic and wanted some general discussion. There were a number of examples cited which indicated there was no consistency to how this is handled within the association.
<b>Conclusion</b>	Need to develop a policy
<b>Action Items</b>	Select Committee to meet and discuss coaches gifts and honorariums
<b>Person Responsible</b>	

**X) NSC – Steve Raper**

<b>Discussion</b>	Steve has had an ongoing discussion with NSC representatives and has recently sent Virginia Sprangers, the facility booking officer, an email regarding policy at the NSC. At this point we don't feel some of the processes within the master agreement are being adhered to and there was a 20% increase in rental fees at a time when revenues have increased and no consultation from the user groups.
<b>Conclusion</b>	Steve to continue to gather information from the NSC and contact other similar user groups to gain their perspective on the issues.
<b>Action Items</b>	
<b>Person Responsible</b>	

**5. Current Business**

**i) Winter Program**

<b>Discussion</b>	<p>Carmen – there was some discussion regarding the Winter Program following the last Board meeting through email and this was further discussed.</p> <p>How are instructors selected for the Winter Program?</p> <p>Joel was not in attendance but the general feeling was there is a limited number of individuals available and we need to recruit more instructors.</p> <p>Discussion followed regarding the invitation process for registration within the Academy and it was felt that an application process would be more appropriate.</p>
<b>Conclusion</b>	<p>We need to advertise for instructors/coaches.</p> <p>There needs to be an application process for the Academy.</p>
<b>Action Items</b>	<p>Steve to talk to Joel about advertising for instructors and an application process for the Academy.</p> <p>Len can advertise the Academy Indoor Program as an application process.</p>
<b>Person Responsible</b>	

**ii) U18 girls coach**

<b>Discussion</b>	Grant – was concerned that the U18 Select Program was taking a step backward and wanted some clarification. There was discussion regarding the recent 'resignation' of the U18 girls coach and some confusion as to whether we should have a 'paid' coach. We are developing players at the 9-12 year old age group and asking for commitment and we need to provide a good programming at the U18 level to encourage players to continue in the association and provide opportunities for these players to continue beyond
-------------------	---

	<p>PGYSA.</p> <p>There was further discussion regarding the clarity of when a coach becomes an instructor in the Winter Program and is paid as opposed to being a coach for the Outdoor Season and is a volunteer.</p> <p>There are two distinct positions within any 'year round' program – an indoor component when the coach is an instructor and is paid and an outdoor component when the coach is a volunteer.</p> <p>Grant – Who does the tech. coach answer to? Steve – Joel.</p>
<b>Conclusion</b>	There should be an interview process for hiring the U18 coach/instructor for the Indoor Program component – this is a paid position. Then there should be another interview process for hiring the U18 coach for the Outdoor Season – this is a volunteer position. The same person(s) may or may not be involved in the year round position. This process needs to be clearly stated to all individuals applying for the position.
<b>Action Items</b>	Steve to let Joel know that this process needs to be implemented.
<b>Person Responsible</b>	

**iii) Space at NSC**

<b>Discussion</b>	<p>Steve – It is obviously becoming more difficult to rent space at the NSC but from our discussions with Stuart Neely of the Whitecaps, our Indoor Facility is more than adequate for certain training sessions with younger and older age groups.</p> <p>Everyone should have 'equal' access to the facility.</p>
<b>Conclusion</b>	We should try to utilize our Indoor Facility more within the Indoor Program, regardless of the age group.
<b>Action Items</b>	
<b>Person Responsible</b>	

**iv) Whitecaps**

<b>Discussion</b>	<p>Steve – we want to continue to talk with the Whitecaps regarding their presence in Prince George and working with PGYSA. We will look to developing some camps etc. during the coming year but the focus will be to further investigate a 'School' program that could meet the needs of our more elite players and work at an 'arm's length' from PGYSA. We will investigate this with Duchess Park Sec. School and utilizing our Indoor Facility. A similar program is currently being administered in Vernon.</p>
<b>Conclusion</b>	
<b>Action Items</b>	Steve and Len to continue to speak with the Whitecap representatives.
<b>Person Responsible</b>	

**Motion to go In-Camera 8:40 pm. Meeting adjourned**

**Dates:**

- **Next Board Meeting Wednesday, September 5th, 5:30pm**