



PRINCE GEORGE YOUTH SOCCER ASSOCIATION

MINUTES

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Meeting Title: June monthly Board meeting

MINUTES

JUNE 6, 2012

START TIME – LOCATION – BOARD ROOM
5:30 PM

MEETING CALLED BY	Steve Raper
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Steve Raper
RECORDER	Len McNamara
ATTENDEES	Steve Raper, Marcie O’Beirne, Grant Emmond, Rob Lewis, Tony Preston, John Reed, Dustie Hall, Joel MacDonald

ABSENT – Anna Barnes, Dean Rolufs, Carmen Turnbull, Brett MacPherson

1. **Motion** to accept Agenda with the addition of reports. (Rob / Grant). **Motion passed unanimously**
2. **Motion** to accept minutes from April 2012 Board meeting (Dustie / Tony). **Motion passed unanimously**
3. **Motion** to accept minutes from May 2012 Board meeting – page 4 of 5 was missing and needs to be brought forward at next meeting. (Dustie / Grant). **Motion passed unanimously**

Business arising from the minutes:

Tony – spoke to Marila and Gaetano regarding the scheduling of referees. They are aware of the concern that some individuals have been scheduled for more games than others. Marila and Gaetano noted that some of the discrepancies may exist in the fee that is paid to the individual referee ie. referees officiating the older age group receives a greater fee for those games and the more reliable referees (those who show up) get more games.

4. **Correspondence:**
 - a. Houston/Smithers letter

Discussion	<p>Steve – the Association has received a letter from Kate Langham, Houston Friendship Program Office, regarding their attempt to become an Associate Member of BC Soccer. They are looking for support from PGYSA to bolster their application.</p> <p>The group’s discussion centred around a need to support the promotion of soccer in the area but at the same time support our current neighbour and member in Smithers.</p>
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Conclusion	
Action Items	Steve – write a letter to Dze L K’ant Friendship Centre in Houston, stating our encouragement of soccer being included within their new program that creates leagues in a variety of sports; but we also respect our current member in Smithers, who represents the residents in the Houston area and we hope a mutual agreement between these two organizations can be achieved.
Person Responsible	Steve

5. Staff Reports – Joel MacDonald – Technical Director – report as submitted

Discussion	<p>Joel – there as been some issue with the congestion of Future Stars players at is current location. If the current fields are moved due to maintenance being performed in this area then this problem might be solved.</p> <p>Steve – comment that our Select teams seem to have been more competitive in the most recent outings.</p> <p>Joel – the transition within the Select program is slowly working itself through – I don’t receive all the feedback from coaches and managers etc. but I feel the changes are slowly happening and eventually everyone will be on board.</p> <p>General discussion regarding the provincial team selection and the emphasis is still on players in the Lower Mainland.</p> <p>Rob – How are the Select team camps proceeding?</p> <p>Joel – I have three teams booked – 14A Boys, 14A Girls, 14 boys Dev.- I think it is making a difference and it is providing more value for the money we are charging each individual.</p> <p>Rob – Every team should be taking advantage of this FREE service.</p> <p>Dustie – due to the absence of tech coaches at some of the sessions, can we provide coaches with some drills.</p> <p>Joel – Yes, I will send that out in an email – I am also away at a coaching clinic from June 11-17 in San Francisco.</p>
Conclusion	Each Select team should be booking these sessions with Joel.
Action Items	<p>Steve – will work with Len to produce a media release highlighting the training</p> <p>Steve – speak with Brett to have him contact each Select coach and encourage each team to book this training</p> <p>Joel – email coaching drills to coaches</p>
Person Responsible	Steve & Joel

b. Staff reports – Len McNamara – Executive Director – as submitted

Discussion	No questions.
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Conclusion	
Action Items	
Person Responsible	

6. New Business – Replacement of Board member

Discussion	<p>Four individuals had responded to our website advertising the position: M. Tazelaar; M. Rahman; F. Pirillo; G. Payne</p> <p>This position is for the remainder of this year only and the new director will have a shortened period to adjust to the duties and responsibilities placed upon them. As a result, we would like to focus on the specific skills set that each of these individuals possess and try to find a match that meets the needs of the Association for the remainder of this season.</p>
Conclusion	We will contact M. Rahman and discuss the needs of the Association and how he can best serve the Association during the remainder of the term.
Action Items	Steve – contact M. Rahman as well as notify the other candidates and encourage them to put their names forth at our next AGM
Person Responsible	Steve

7. Current Business – Field replacement

Discussion	<p>Len – circulated emails regarding the various options we have concerning the replacement/maintenance of our fields.</p> <p>The discussion is around doing a major excavation and re-seeding of our “Name” fields (those in the worst condition) at a cost of between \$25,000 - \$30,000 and re-sod portions of our dormant field at a cost of \$8,000.</p> <p>Discussion focused on our previous experience with Field #3 did not go well and therefore there is uncertainty to how successful this project will go at a much higher price.</p> <p>Motion – To re-sod the dormant field at a cost of \$8,000 (Rob/Steve) defeated</p> <p>Further discussion as to what type of maintenance needs to be done so we are not faced with these types of expenses in the future. Also explore ways in which scheduling may help to decrease the wear and tear on the fields.</p> <p>Motion – To follow the process outlined by the City and excavate and re-seed the ‘Name’ fields and re-sod the dormant field at a cost of \$25,000-\$30,000 and \$8,000 respectively. (Dustie/Tony) carried unanimously.</p>
Conclusion	We need to meet with City representatives
Action Items	<p>Len – contact the City and arrange a meeting to discuss further</p> <p>Steve – arrange a committee to meet with the City.</p> <p>Len – look at scheduling of games and how this might be altered to help maintain fields in good condition.</p>
Person Responsible	Len & Steve

b. Business case for covered full-sized field - President Steve Raper

Discussion	Steve – I have spoken with a number of elected representatives, government officials and business people and I feel there is an opportunity to put forth the proposal that will see a full indoor soccer field facility in our City.
Conclusion	Timing is right and we should further explore this concept
Action Items	Steve – look at contracting a marketing firm to develop a business plan for this type of facility in Prince George, utilizing all possible grants, funds and government financial resources. Cost of study will be brought back to the Board.
Person Responsible	Steve

c. Staffing changes/Anita departure

Discussion	<p>Marcie – Approached Anita with regards to farewell ‘gift’. Anita indicated that due to her driving across Canada she would like a gas gift card.</p> <p>Motion – To provide Anita with a gas gift card worth \$200 (Dustie/Tony) carried</p> <p>Len – I have asked April to organize a ‘farewell’ get together for Anita. This will be done at the MiniFest where we can invite some of Anita’s past co-workers and friends. Flowers and cake can be provided.</p> <p>Steve – with regards to future staffing, we need Joel and Len as well as members of the Board to look at current operations as well as how we wish to operate in the future and use this time of transition to make any necessary changes to the staffing model.</p>
Conclusion	Need further discussion and meeting to discuss staffing
Action Items	Steve – provide future meeting to discuss plan of future staffing.
Person Responsible	Steve

d. Sustainability – Rob Lewis

Discussion	Rob – we need to look at developing timelines, an operations manual and/or calendars that help us meet the responsibilities we all have as directors and staff members. We are not providing new members to the Board or staff with enough information that allows them to carry on from a previous person and therefore we are continually having to re-learn the same material and procedures.
Conclusion	This is a bigger topic and we need to deal with this at a later meeting
Action Items	
Person Responsible	

e. Sheds/Storage areas – Rob Lewis

Discussion	Rob – we need storage for equipment used by Select teams and Future Stars at Rotary Fields. This could involve portable sheds or maybe something built in the basement storage area.
Conclusion	Rob will explore options with Len.
Action Items	
Person Responsible	Rob and Len.

8. Board and Committee Reports

President – Steve Raper – as submitted

Discussion	Summary of indoor facility proposal
Conclusion	
Action Items	
Person Responsible	

b. Vice President – Marcie O’Beirne – as submitted

Discussion	MiniFest update
Conclusion	
Action Items	
Person Responsible	

c. Future Stars & Indoor – Rob Lewis – as submitted

Discussion	Good participation numbers for Future Stars – feel we have enough that we don’t need any further intake in July/August.
Conclusion	
Action Items	
Person Responsible	

d. Referees & Discipline – Tony Preston – as submitted

Discussion	<p>A discussion that Red Cards should go to Gaetano and discipline resulting from inappropriate play on the fields should be dealt with by BC Soccer – the Association can deal with those infractions that take place off the field.</p> <p>A question was raised as to whether or not a player being suspended or asked to leave the Association would be refunded their registration fee – no decision was made at this time.</p>
Conclusion	
Action Items	
Person Responsible	

e. House 13+ - Dustie Hall – as submitted

Discussion	We currently have a discipline issue with one of our players. I am gathering information and I will contact Gaetano as this might involve a number of Red Cards. Are we providing coaches with gifts this year – moved to next meeting
Conclusion	
Action Items	
Person Responsible	

f. House 5 – 8 – Grant Emmonds

Discussion	Investigating some parents complaints and finding some like the coach while others may not. Have concerns as to the message we are sending with regards to refunds and will speak to this at the appropriate time.
Conclusion	
Action Items	
Person Responsible	

g. Mini 3 - 4

Discussion	I have some feedback from coaches: some confusion as to the number of players on the field during games; where we get the balls; some of the material at the coaching clinic was very technical versus how we can make the session ‘fun’ for the kids. I have spoken with Len regarding some possible changes to next year’s schedule that would see most of the teams playing at the same time – utilizing more of the field.
Conclusion	
Action Items	
Person Responsible	

Motion to adjourn the meeting at 7:45 pm (Tony/John). Meeting adjourned

Dates:

- **Next Board Meeting Wednesday, July 4th, 5:30pm**