



PRINCE GEORGE YOUTH SOCCER ASSOCIATION

MINUTES

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Meeting Title: December Board meeting

MINUTES DEC 10, 2014 START: 5:30 PM LOCATION – BOARD ROOM

MEETING CALLED BY	Craig Briere
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Craig Briere
RECORDER	April Kwitkoski
ATTENDEES	Grant Emmond, Scott Redpath, Craig Briere, Barry Hirtz, Saundra Elson, Melanie Ramsay, Davis Rodrigues, Ted Swarts, Marti Ranu, Sonny Pawar, Len McNamara, Steve Hood, Garry Nielson

Craig B welcomed everyone to the first board meeting with the new board members. He explained that the meeting was just an orientation night to explain how the board meetings will be run and to prepare for the upcoming retreat on Sunday Dec 10 at PGYSA. There will also be some paper work that needs to be completed by each board member.

1. **Motion** to accept the Agenda (Barry H, Garry N) Carried
2. **Motion** to approve minutes of meeting on November 5 (Garry N, Saundra E) **Carried**
3. **Business arising from previous minutes**
 - a) Len contacted the Cancer Society to let them know that the board had decided not to partner with them on the shade structure at the concession picnic area.
 - b) Len attended the World Cup meeting and a bid to host women’s soccer teams participating in the World Cup has been sent to CSA.
 - c) Len spoke with Gaetano regarding the concession contact- he will be making a presentation to the board at a later date.
4. **Correspondence/Presentations- None**
5. **Staff Reports**

i) Executive Director

Discussion	Report as Submitted Len briefly expanded on his report. He explained that the Linton Sellen seminar is open to other community groups to attend but we would like to
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	have as many PGYSA members as possible come out. Barry mentioned he had attended one of his seminars and it is well worth attending. The January 7 board meeting will be moved to either Tuesday Jan 6 or Thursday Jan 8 so it will not conflict with the seminar.
Conclusion	
Action Items	
Person Responsible	

ii) Technical Director

Discussion	Report as Submitted. Steve Hood and Sonny Pawar met and finalized the PGYSA and Whitecaps schedule. It has now gone to the Northern Sport Centre to confirm their bookings. Craig explained that the Technical committee is made up of a group of coaches who meet to discuss upcoming programming and make recommendations back to the board.
Conclusion	
Action Items	
Person Responsible	

6. New Business

a) Society Act- Director's Role/Oath of Office/Conflict of Interest/Criminal Record Checks

Discussion	Len briefly explained the documents provided and asked that each board member review the forms and return signed to the office as soon as possible.
Conclusion	
Action Items	
Person Responsible	

b) Adoption of Committee Structure

Discussion	Craig explained that the purpose of the committee structure is so that the board is not micro managing the office and to be more productive when dealing with issues as they arise and in planning for future of the organization. The committees will be meeting outside of the board meeting and reporting back to the board on their recommendations. This structure is to build and make better what past boards have already started. The committees are as follows; Executive and Finance Fundraising Building and Capital Discipline Policy and Procedures Tournament Coach Selection
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	<p>It was noted that the Discipline committee should also include Referee Development.</p> <p>The retreat on Sunday December 14 will be a chance to set goals and objectives for the year. We will look at the committee structure and see if we need to change any of the committee names. The President has already assigned board member to each committee.</p> <p>After the retreat, once the board has established the committees for this year, Len will send out an email to membership requesting volunteers to sit on the committees as Ambassadors. This is to engage more of the membership in the planning and decisions at PGYSA.</p> <p>The agenda and an overview will be sent out to the board before the Sunday retreat at PGSYA.</p>
Conclusion	
Action Items	
Person Responsible	

7. Board and Committee Reports

-President's Report – no report.

-Vice President - no report

-Treasurer- Report- financial report included in Executive Director Report

-Executive and Finance Committee-

-Fundraising Committee-

- Building and Capital Committee-

- Discipline Committee-

- Policies and Procedures Committee-

-Tournament Committee-

-Coach Selection Committee-

Motion Summary: none

In Camera meeting: none

Motion to adjourn the meeting at 6:30 pm (Saundra E, Garry N) **Carried**

Dates: Next Board Meeting January – date TBA