

PRINCE GEORGE YOUTH SOCCER ASSOCIATION



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Meeting Title: August Board Meeting

Meeting Called to Order at 5:40 p.m

Meeting Called by: Grant Emmond, President

Type of Meeting: Monthly Board Meeting

Facilitator: Grant Emmond

Recorder: Sandra Elson

Attendees: Grant Emmond, Melanie Ramsay, Barry Hirtz, Sandra Elson, Ted Swarts, Marti Ranu, Rob Lewis, Gilbert Wankling (excused at 8:30 p.m.), Scott Redpath (joined meeting at 6:05 p.m.)

1. **Presentation** by Steve Raper re: Select Coach debrief to Board:

- a. Fees – questions as to what the select fees cover and if fees are mandatory (uniforms/tryouts, etc) why not simply include in total fee?
- b. The association should consider purchasing jerseys.
- c. Dual Age Group – delivery is not working. Clearer expectations should be set out for volunteer coaches.

2. **Motion** to accept Minutes of meeting of June 24, 2015 (Rob, Mel).

3. **Discussion** re: Steve Raper's presentation:

- a. Rob identifies that fees and jersey purchase should be on the agenda for September board meeting and a response provided to Steve Raper.
- b. Barry addresses concern about support for tier 2 teams.

4. **Motion** to approve agenda (Ted, Rob)
5. **Business Arising** – In Camera discussion:
 - a. Motion to go In Camera (Rob, Barry) @ 6:45 p.m.
 - b. Motion to come out of Camera (Rob, Scott) @ 7:30 p.m.
6. **Correspondence/Presentations** – none other than Steve Raper
7. **Staff Reports** – Office Staff provided written report regarding current and upcoming items.

Discussion by the board:

- a. Grant has met with staff to discuss staffing changes and advised of staff concern regarding whether efforts are being brought to the board.
- b. Rob suggests that staff report should provide a summary of past month and also highlight upcoming obligation so that the board can support the staff and be aware of flow of work through the office.
- c. Rob to spearhead coach selection process for indoor coaches.
- d. Staff proposing to adjust work hours to 10:00 a.m. to 6:00 p.m. Board in favour of such an adjustment and would support more flexible hours to have someone in the office later in the day several times per week. Grant to discuss with staff.
- e. Grant proposing regular monthly staff meetings Friday morning after monthly board meeting.
- f. Rob proposes to have board members act as liaisons to support office during interim period. Board members volunteered:
 - i. Rob – indoor programming and coach selection
 - ii. Mel – finance
 - iii. Sandra – awards dinner
 - iv. Scott – Stoke City welcome
- v. Ted – equipment (summer student to evaluate and report on necessary items)

8. New Business

a. Technical Director Hiring Committee

i. Discussion:

1. Rob reports to the board that 12 applications have been received – competition closes August 17, 2015. Process will be to review applicants, develop a shortlist and send a shortlist to the board. The hiring committee will then conduct interviews (likely by Skype) a further shortlist candidates prior to issuing invitations for one or more of shortlisted candidates to travel to PG for formal interview and assessment.

ii. Action Items: Committee to move forward with interview process.

iii. Person Responsible: Rob Lewis on behalf of hiring committee

b. Staff Meeting – In Camera Session as above

c. Provincial Banners

i. Rob proposes that the Association purchase banners for Provincial Champions and install in the indoor facility.

ii. Conclusion: Motion: As above (Rob, Scott) Unanimously approved.

iii. Action Items: Rob to arrange ordering of provincial champions banners.

iv. Person Responsible: Rob Lewis

d. Volunteer for “Trial U11-12 game day in September”

i. Discussion:

1. Grant advises that there is a proposal to host game days in September. Benefit would be that future interest could be gauged for winter programming. Involved players would be house and junior Timberwolves. No referees required. Could be done on a drop in basis. Would involve a quick warm up and games. Proposal would be to limit to current members for this year.

2. Rob notes that no administrative time would be required. No cost to the association. Would be open to a broad group and if necessary could call on Junior Timberwolves coaches to participate.

3. Ted raises a concern about U9 & U10 teams practicing twice per week under Timberwolves name. He notes potential for competition with children involved in hockey. Benefit that program would be open to everyone.

ii. Conclusion: Game Day proposal will proceed on a trial basis this year.

iii. Action Items: Rob will request interest from male coaches to facilitate program for boys group

iv. Person Responsible: Rob Lewis

e. Indoor Facility – Rental to Non-soccer sports

i. Discussion:

1. Should we be renting to non-soccer groups? Are we making any profit? Do we or should we have any priority for booking indoor facility?

2. Scott points out need for positive relationships with other user groups in order to move forward with a multi-use indoor facility in the community.

3. Ted suggests that the indoor facility should be a soccer first facility with priorities for booking and use set by Policy & Procedures of the Association.

9. Current Business

a. PGYSA/Whitecaps partnership changes for City of PG

i. President continues to work on arrangements with the Whitecaps to satisfy the City of PG regarding field use agreement. Ongoing discussion expected to result in agreement that is acceptable to the City and may involve PGYSA collecting fees on behalf of Whitecaps.

b. Financial Update – Mel (Treasurer) reports concerns about costs and inadequacy of current accounting system to provide full explanation:

i. Mel reports that Uniform Costs are unusually high without explanation.

ii. Rob notes that we need a system that better tracks spending or we don't know how funds are being spent.

iii. Ted advises that he consulted accountant and was advised that the accounting system can be set up for costing.

iv. Rob advises that Leslie Worth @ PacificSport is a referral for information on costing.

v. Registration refunds are up dramatically this year. 68 fewer players in the select program this year. Various refunds were provided without sufficient explanation to account for discrepancy over previous years.

10. Board & Committee Reports - None

11. **In Camera Session** – staffing issues/ED departure

12. **Meeting Adjourned** 9:05 p.m. (Marty, Scott)

13. **Next Board Meeting** – September 9, 2015