



PRINCE GEORGE YOUTH SOCCER ASSOCIATION

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MINUTES

Meeting Title: September 2015 Board meeting

MINUTES SEPTEMBER 9, 2015 START: 5:40 PM LOCATION – BOARD ROOM

MEETING CALLED BY	Grant Emmond
TYPE OF MEETING	Monthly Board Meeting
FACILITATOR	Grant Emmond
RECORDER	Saundra Elson
ATTENDEES	Grant Emmond, Scott Redpath, Saundra Elson, Melanie Ramsay, Ted Swarts, Barry Hirtz, Marti Ranu, Gilbert Wankling, Garry Nielsen Absent: Rob Lewis (excused), Sonny Pawar, Davis Rodrigues

1. **Motion** to approve the Agenda (Ted, Garry) **Carried** (Addition of Awards Banquet & Inventory to Business arising from previous meeting)
2. **Motion** to approve minutes of meeting on August 5, 2015 (Gilbert, Melanie) **Carried**
3. **Business arising from previous minutes:**
 - a. **Provincial Banners**
 - *Rob has ordered banners
 - b. **Trial Game Day U11-12 notice/boys coach**
 - *Notice has been sent out by the office today
 - *Not clear if there are volunteers for boys – Gilbert & Garry volunteer to help out if necessary
 - c. **Rental to non-soccer sports**
 - *nothing arising
 - d. **Staff Meetings**
 - *President intends to meet with staff on Friday following Board meetings
 - e. **Whitecaps/PGYSA partnership & City of PG**
 - *Discussions with the City are ongoing
 - f. **Awards Banquet**
 - *Marla Spike has volunteered to assist and has located and booked a venue – this year banquet will be held at Carmel Inn on September 23, 2015
 - *Saundra will report to office immediately regarding award recipients
 - *office to send out invitations
 - g. **Inventory**
 - *Ted reports that office had already completed inventory of equipment
 - *office has ordered pinnies
 - *equipment storage at indoor facility needs to be addressed
 - *Ted will liaise with regular users and propose a plan

4. Correspondence/Presentations - None

5. Staff Reports

i) Office Staff

Discussion	Report as Submitted.
Conclusion	
Action Items	
Person Responsible	

6. New Business

i) TD Hiring Committee Recommendation

Discussion	Grant provided overview of hiring committee process to date (including revisions to employment contract) and recommendation from hiring committee that position of TD be immediately offered to John Ribeiro.
Conclusion	Motion: Approve Hiring Committee recommendation to hire John Ribeiro as TD (Saundra, Gilbert) Unanimous
Action Items	President to execute employment contract
Person Responsible	President

ii) Soccer Boy/Girl Nominations

Discussion	Garry raises concern that U18 select coaches have not been provided criteria for nomination of soccer boy/girl. Concern is raised regarding how selection was made and who is involved in making nominations. Motion: Anonymous vote by all team members to select soccer boy/girl (Ted, Saundra) Motion amended by Ted to commence immediately and be in place for subsequent years. Not seconded – motion does not proceed. Barry proposes that President have further discussion with boys coach regarding criteria and nomination.
Conclusion	President directed to have further discussion with U18 boys coach.
Action Items	President to have further discussion with U18 boys coach to confirm nomination for the soccer boy award. Future discussion topic – selection process for awards (to be added to future agenda)
Person Responsible	President

iii) Discipline Committee

Discussion	Sonny's move has created a vacant position on the discipline committee, requiring the need for a board member to fill the vacancy.
Conclusion	Garry Nielsen volunteers to fill vacancy.
Action Items	
Person Responsible	

iv) Evaluation Form

Discussion	<p>Office staff have provided a proposed form to have members complete regarding coaching and overall observations from the season. Some discussion regarding reliability of such forms and compliance rate for completion. Overall sentiment that response from membership is valuable. Scott is concerned that the association is not doing an adequate job of tracking feedback (good & bad) and compiling that information for future use. Concern about sending out evaluation form prior to new TD arriving.</p> <p>Motion: Staff be tasked with creation of a database to record all complaints and feedback regarding all members of association (coaches/staff/parents, etc.) (Scott, Gilbert)</p> <p>Discussion on motion: Important that positive feedback be included. Information could be used for intervention as well as discipline. Would provide documentary summary for use by TD/Discipline committee/awards committee, etc.</p> <p>Carried.</p>
Conclusion	Implementation of Motion as above
Action Items	Office Staff to implement database and liaise with new TD regarding finalization and distribution of evaluation form.
Person Responsible	Office Staff

v) Award Nominations

Discussion	Staff Report reviewed regarding awards nominations.
Conclusion	Some awards approved - others to be approved by September 14, 2015
Action Items	Saundra to report to office regarding approval of award recipients. Grant to have further discussions to finalize soccer boy award and provide to office his selection for President's Award.
Person Responsible	Grant, Saundra

vi) Board Membership

Discussion	<p>Scott raises concern about board members who cease attending meetings. Bylaws of association provide for removal of board members who miss three consecutive meetings. Board should be diligent about following through with board members who cease involvement.</p>
Conclusion	Sonny Pawar no longer residing in Prince George or attending board meetings. If he is no longer participating in Board activities his resignation should be provided.
Action Items	President to solicit resignation from Sonny Pawar.
Person Responsible	President

7. Board and Committee Reports –

a. Rob Lewis, Ted Swarts & Sandra Elson reported as above in their respective capacity as coordinators with office.

b. Treasurer:

STOKE:

- c. *Cost for Stoke Camp in excess of \$7,500 (\$7,000 paid to KYSA for our ½ share of costs plus \$500 for car rental and additional expenses incurred. Treasure Cove partnership agreement provided free accommodations and meals to coaches)
- d. *Included expense for Mike Norris goal keepers camp
- e. *Approximately \$3,000 of expense paid by fees collected from select players
- f. *Discussion: fiscally responsible? We must revisit this issue soon with new TD to determine how to proceed next summer & provide notice to KYSA if arrangement will not continue.
- g. REMUNERATION for field staff:
- h. *Staff raises did not include field maintenance
- i. *President authorized to provide increase up to 5% to field staff upon successful performance review

c. President:

Staff performance evaluations to be conducted by end of September.

Motion to adjourn meeting: (Melanie, Garry) CARRIED

Meeting adjourned at 8:37PM

Dates: Next Board Meeting October 7th, 2015 at 5:30pm at PGYSA Boardroom.