



**EXECUTIVE MEETING MINUTES
MEETING #2017/18-05
DATE: May 26, 2018 at 9:30 am**

Present - Voting members:

Kattackal, Ligeo – by phone / Costa, Rick / Dworski, Bill / Ferguson, Mitch // Maurizio, Carmine
Zuikas, Tony

Regrets: Martineau, A. / Wentink, J. / Renaud, C. - joined at 11:40

Present - Non-Voting members:

Artuso, Lisa / Lord, Frédérique /LeCault, Anny - Secretary

Secretary: LeCault, A.

Meeting called to order at 9:35 by T.Zuikas, seconded by C.Maurizio.

1. Adoption of May 26, 2018 agenda:

- M. Ferguson requests a proposal for the rules be added to the agenda; it is noted a point was added to be discussed later in this meeting.
- C. Maurizio requests a discussion ie. LOOGS
- Motion to approve the modified agenda: C. Maurizio / seconded: M. Ferguson
- ALL in favor

2. Approval of minutes:

- Motion to approve minutes of meeting of March 10, 2018 at 10:00 am was put forward by R.Costa / seconded by B.Dworski
- ALL in favor

3. Financial report:

- L.Kattackal supplied the PCASA Admin Income Statement for year-end Sept. 30 2018
- The 4 page report includes a summary of the indoor / outdoor leagues and seasonal programs
- Winter program: 80% complete. A few requests for approximately 1000\$ in fees for referees / \$15K loss
- Summer program: registration on track / revenues collected and deposited / final reconciliation to come
- \$45K from target. Total revenue expenditure target to be hit by the end of May 2018
- \$30K in equipment expenditures / PO to be validated
- Surplus indicated will be eaten away by the costs of referees, technicians, equipment, etc. and Lac St-Louis team needs. Things are looking positive, we need to double check what we are planning – nice year compared to the situation in 2017, more effort on analysis and better control of spending
- C.Maurizio question: how do we expect to reach \$45K in a couple of months?
- L.Kattackal answer: spreadsheet will be updated / a few \$1000K are to come in June and July / a couple of group registrations will be closed / we should not be far from target
- Turf is in better shape than anticipated

4. Word from the president and correspondence

4.1. Welcome new members:

- o PCASA welcomes Anny LeCault as new meeting secretary

4.2. Registration update:

- o L.Artuso supplied a registration comparison table as of May 24 2018
- o PCASA is at 2079 players / only 8 less than 2017/ we believe we will surpass 2017 as only a few refund requests have been made / at week 21 we are at 2086 players



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- o C. Maurizio question: were there questions about the fees no longer being charged to the non-residents senior program? / answer is No.
- o Micro – 25 players less than 2017
- o Metro - recreational is where we managed to raise membership extra team was gained; there is a difference of 2 teams and numbers are up because each team is carrying more people
- o Intercity – no losses
- o Target to do the turf on TC1: Fall 2019

4.3. LOGGS & Champagne Rule changes :

- o M. Ferguson brought forth the proposal that receiving a red card should still allow the team to replace the player on the field. There is some disagreement / this is a safety related issue / if it's a yellow card then Yes / but in a recreational league, FIFA rules should be adhered to.
- o C. Maurizio: This places the team in a situation of denying a sure goal / goalies get yellow cards / there should be a discussion with the referee, use of judgement and then give the player a yellow card / if the player gets a red card the whole team is penalized and it makes for much animosity / the team can choose not to welcome a player who often gets red cards the following year.
- o Following FIFA rules protects the integrity of the league / the level of play has increased and this insures competitiveness / we need to draw the line and ensure there is a probation list / it is the rationale of the club; we will go back to the team captains and hold a meeting to explain the rationale behind following FIFA rules.

4.4. Job posting: Director of referees:

- o L.Artuso supplied the written job description
- o Discussion as to what the PCASA needs are with regards to the qualification of this position; A director of referees rather than a referee in chief. The posting will first be communicated within the PCASA and we will reach out to retired members. The member who resigned as Referee in chief will also be informed.
- o A condensed version of the job description will be posted on PCASA web site and the complete job description will be used during the interviewing process. The hiring committee will include: L.Artuso (admin); L.Kattackal (because of his experience in the PCASA). Following the hiring, the reporting structure will be revised.
- o T.Zuikas proposes the PCASA create a new position: Director of referees
- o C.Maurizio seconds / ALL in favor

4.5. Outdoor season start-up

- o Housekeeping; issues with delinquent coaches who do not acknowledge emails or communicate blocks that are scheduled for their players. They continue to chat with players on the field instead of in the end-zones; they allow for very little practice time before play (Metro). Even if much effort is put into communicating by email they come unprepared or expecting equipment and needs met at the last minute; players are penalized. All the teams who did not play an exhibition game this year lost their first game
- o L.Artuso: not always enough spots to allow all teams to play these blocks - tell the players to reach out and get on their coaches about it
- o F.Lord: players could also be informed of blocked schedules so that metro teams can book the time slots; give players the do's and don'ts to assist the coaches; coordinating the schedule better



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5. Reports from committees and ongoing events

5.1. Registration and Passports:

- o Players should not register the night before a game and expect to play in that game.
- o Our coaches or members cannot be contacting the Region directly.
- o Consensus that this bad habit will never stop / contact them on an informal basis
- o For example; 25 affiliations were received between Wed night and Friday noon. We received nothing from the Region and then between Friday noon and 4pm all passports were validated.
- o Eventually the electronic passports will reduce any delays or errors with passport numbers
- o L.Artuso: eventually we might not have to do passports anymore / asks coaches to check every single one when they come pick them up
- o They can't be on the game sheet if they are not validated / have to reprint the game sheet

5.2. Respecting the schedule and presence on the fields:

- o It is expected that hiring a Director of referees will solve most communication issues with referee availability and discipline issues relating to being on a field at the correct and allotted time(s) / practice / warm-up / game starting and finishing on time / leaving the field to allow other games to begin
- o We currently have difficulties getting referees because of their availability, its their exam season
- o The new Director will also enforce rules with regards to respecting the fields, grounds and equipment: often time there are parents, pop up benches, on the grass portion of the field, tents etc. they have no business there because they damage the city property - TC 2 TC 3
- o T.Zuikas: club rule: no dogs, no bikes, no tents to maintain the integrity
- o Asking all members to enforce / note should be posted on web site
- o F.Lord: create a field page and put that info there, folks don't know where our fields are

5.3. Impact Tickets

- o L.Artuso: reserve your block of tickets as rewards for good players
- o T.Zuikas: any requests for fundraisers for tickets? No

5.4. LOGS discipline:

- 5.4.1 The coefficient and ratios
 - o Have not been updated; last update May 2017. Captains commented as to the lack of probation; they like it but they would like the 5 years rolling window maintained / M.Ferguson will take on these tasks because the executive VP did not agree to do it.
 - o The discussion follows as to who's responsibility this is; Initially given to the exec VP in 2017; it's been handed it off to the VP senior; need to talk about what the exe VP's expectations are.
- 5.4.2 Discipline:
 - o Discussion with regards to M.A. Rousseau / straight forward what the referee saw / if he wants to leave, we will refund him / mouthed off to the refs / \$20 fine / \$65 for registration / suspension for 7 to 8 games / requested refund but rules say someone who is suspended cannot get his money back / start with the form and the discipline cte will review.
 - o The player respected the 48h window so we have to send his version to the cte so they can assess the situation
 - o L.Kattackal, Jacques and Matt on cte.
 - o L.Artuso: he will be suspended x amount of games / if he wants to leave (M.Ferguson) please let him go / L.Artuso asks, can we refund him \ L.Kattackal, there is no way he can get out of a suspension
 - o It does not carry over in Region - because its LOOGS, if it was Metro it could carry over



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- o T.Zuikas: by the rules, based on what we have, bypass the rules (L.Kattackal) based number of games played - YES refund him
- o He is affiliated as a ref with us - it does not say in our rules that a suspended player cannot continue to play as a ref

5.5. Tournament

- o L.Artuso: we've had a couple of meetings so far for the Tournament, a few more volunteers for the cte. We have decided to go back to how it was done before; unfortunately (food trucks etc. not viable) cause we cannot do both free concessions and food trucks
- o C.Maurizio: where are we going to cook? Between TC2 TC3 - popcorn, cotton candy can be set up in different spots / would need extra-long extension cords
- o T.Zuikas: looking to suppliers (Metro) but C.Maurizio says IGA gives to the old timers of PC
- o We're not doing the programs (eliminated - all together) - not even a PDF, team photos will be available on web site, no names
- o No advertising revenue other than banner on the field / recycle old banners that we can

5.6. Technical Committee

5.6.1. Camera

- o R.Costa: what's going on with the video camera? F.Lord: not getting involved in that at all
- o C.Maurizio: opportunity to video tape games?
- o We have to find someone to operate and manage this in the club
- o A.LeCault: suggests she will draft a process to be submitted to local schoolboards so that high school or Cegep students who need to complete their volunteer hours and who are in the audio-visual or media field of study be offered to be the ones to do the filming / they get practice and fill in their volunteer hours / she will need a written description of the equipment (make, model, etc.)
- o C.Maurizio: Agrees
- o Need to film a team first as an example. No practice can be video taped and distributed (L.Artuso)
- o Any team videotaped has to be waived (under 18) and over 18 to make sure we get consent
- o We must describe how these tapings will be used, instructional purposes, etc.

5.7. Updates:

5.7.1. VP Senior:

- M.Ferguson: closed the waiting list (3 people on it, L.Artuso) they've all been told that we're not adding new names on the list - told it was unlikely they will be getting in

5.7.2. VP Metro:

- B.Dworski: much frustration and difficulties getting responses or communications exchanged with regards to equipment; some coaches have made 5 or 6 trips to get the equipment but unfortunately say they are not getting replies (Mike is not replying), discussions with coaches on the field and some in the office.
- Complaints about missing shirts balls, etc. They cannot give me (B.Dworski) numbers and they are running out of time; meanwhile socks are in the office waiting, why are shorts, shirts and socks ordered separately?
- Could we manage inventory issues: instead of giving 200 pairs of socks and not knowing where they went



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5.7.3. Jerseys:

- They are sublimated to ensure longevity (L.Artuso) but now we can no longer sublimate the Adidas jerseys - so now do we have to start over? No - separate meeting will be held about this
- C.Maurizio: pre-ordered equipment; some jerseys available but they are the wrong sizes, because we order prior to registration being closed - don't know what the solutions is

5.7.4. VP Inter-City:

- R.Costa : organizing winter turf is already knocking on our doors (Shelly)

5.7.5. VP House League:

- C.Renaud joins the meeting / T.Zuikas mentions to her that her concerns for the condition of the fields and lack of referees were brought forth

5.7.5.1. Equipment

- Things have been going really well, most of the stuff on time / all house league is done/ she gave them a schedule and supplied a list ahead, sizes slightly off / Evangelista
- One thing we did not take into account 2/2/20 orange - some teams have extras, some could use but they have the same numbers and that does not work but he might be able to get more, not sure the cost - lesson learned for next year

5.7.5.2. House-League vs Inter-City

- Discussion centers on what the purpose is for taking House League players out of teams that are already made. Once the teams are made you cannot suddenly say hey you are playing Inter-City. Some players did not even know they had been transferred to Inter-City and showed up to play in House League. I recruited the coaches for these teams and they are unhappy with losing players. 6 U10 teams might end up being 9 players only per team (Catherine) – this causes many issues.
- Since the first day U10 boys, I lost 6 players from House League to Inter-City
- F.Lord: between March and May we had to replace players of Inter-City who quit and we had to find replacements so we went to House League. It's a registration issue - some of them will quit if they don't get into Inter-City, not challenged by House League. The coaches will be trained to improve the process and not steal members. C. Maurizio comments that player development is F.Lord's responsibility. The process was not followed / we need to follow the process to avoid members being upset with each other. This group was handled by a coach who was not doing what he signed up for and we have no choice because he's still a coach. We asked Inter-City coaches to stay aware of what is going on in House League, if you see someone around 9 years old, they need to recruit them the previous year, not last minute calling them from hockey etc, and convincing them to change.

5.7.6. Sporting Director:

5.7.6.1.Hiring / Personnel

- F. Lord - Hired an assistant sporting director Jalal Boumeriz / part of mandate is to be coach of U11 boys - ETC executive tech cte vouched - he's a teacher
- Assigned our technical coordinator to certain teams / we had a tech coordinator that resigned two weeks ago and the position will not be filled - we reassigned the responsibilities / He would have been let go if he had not resigned



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- Good points: the fact that we have experienced coaches in charge, professionalism, keen, want to develop - U9 girls (Nickolas took over as head coach) looking at what competitions they will enter
- U9 boys, two groups, 29 players, push them to play up next year
- Trainings are combined, has a bench person to assist, 4 or 5 parents helping
- U8 development; 25 plus players is great - the idea is to plan out as of the start of their season, next week, adjustment period, put them early on in a competitive environment
- Parents are starting to notice and are favorable
- \$300 cheaper, knock up fee, 60+ than what micro was
- There is a lot of interest / micro we will see more interest and involvement

5.7.6.2. Training:

- looking to have all the coaches trained, in the past we were very lenient and they were not trained according to the rules - certification wise, we're on track to get this program done - push them in the pipeline for their own development
- goal keeper training: hired a goal keeper coach / people are noticing
- supporting the house league program, present at their evaluations and are on call for when they need our support - touch base with all
- All coaches will receive printed handbooks with exercises to help them run practices
- Tomorrow is the welcome back day for Micro, U7, U8 assessments need to be done

5.7.7. Director General

5.7.7.1. Hiring / Personnel

- L.Artuso mentions she hired A.LeCault as Secretary and N.Fracassi as office staff
- N.Fracassi will also step in when the attendant is not here to close and open the field
- The city attendants no longer report to Public Works, they report to Recreation (White collar instead of blue collar)

5.7.7.2 Equipment

- Defibrillator: ongoing issue - city agreed to move it from the back lobby to the ref room, so it's not locked and and thus accessible

5.7.7.3 PLSQ game - lady lakers

- If we provide field Marshall; they will supply their own volunteers, we should be videotaping that game
- Are our fields available for us during their tournament? 9 to 12 they are only using TC3
- Noon to 6 it's the tournament \ they did not have concessions last year, they asked for water (tap)
- Melissa asked if she can have a key to the chalet for the week end (C.Maurizio will give her his)
- July 28, hosting / we need two weeks of practice on the field, keeps changing, wish list. if we can accommodate we will / they will not charge for attendees to come see the games
- Ask if one of our team wants to manage the fundraiser at that time of this game etc. they keep the profits / whatever they don't sell we will buy from them, nonperishable, for our tournament
- If Zack's team takes the fundraising, the President will step in and help while L.Artuso is away
- C.Maurizio: sell advertising banners - coordinate with regions (F.Lord) so this does not interfere with other sponsors / Who will manage sponsorship? Who has a good relationship with Olaf?



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- F.Lord wants to help out as much as possible - as executives we need to step up and we should showcase to our girls that this is what they can aspire to.

5.7.7.4.Vacation:

- L.Artuso vacation June 29 to July 22 (3 weeks) Marylin is covering her when she's away

6. Varia

- Gift for years of service – a retired member had knee replacement surgery that was not acknowledged – this will be corrected

7. Next Meeting

- Meeting ends at 12:20
- Next meeting: Sat - July 28, 2018 at 9:30
- Motion to adjourn – Rick Costa, seconded by Catherine Renaud - All in favor