



ASSOCIATION DE SOCCER AMATEUR DE POINTE-CLAIRE  
POINTE-CLAIRE AMATEUR SOCCER ASSOCIATION

**EXECUTIVE MEETING MINUTES**

**MEETING #3 2019/20**

**January 14, 2020 – 7:00 PM**

**Present – Voting members**

Jonathan Markiewicz, Mitchell Ferguson, Bill Dworsky, Ligeo Kattackal, Catherine Renaud, Olga Colque, Dishko Hristov, Rodney Bushey, Rick Costa

**Present – Non-voting members**

Lisa Artuso, Frédéric Bakhach-Lord, Vicky Barnes, Erika Johnson

**Regrets**

Tony Ziukas, Chris White

Meeting called to order at 7:05 by M. Ferguson, seconded by D. Hristov

**1. Adoption of agenda**

MOTION to approve the agenda was put forward by D. Hristov, seconded by L. Kattackal and carried unanimously.

**2. Minutes from meeting 2019-12-14**

MOTION to approve meeting minutes previously sent out by C. Renaud was put forward by R. Costa, seconded by B. Dworsky and carried unanimously.

**3. Word from the President**

3.1 Welcome

Thank you all for being here.

3.2 LSL AGM Update

The LSL Annual Report is available to review.

Of note regarding where we fit within LSL; we seem to be competitive, and we are about on par with other competitive organizations in terms of sanctions, however we are still falling a bit short with our referee commitments - which will be addressed by Chris' plan.

Financials of the Region are healthy, including cash reserves, which reinforced the importance that we also meet our requirements to Soccer Canada.

Tony was voted in as Vice President for a 1 year term as part of the new structure, in which the Executive have expertise in each specific position.

#### 4. Financial Update

Budget is ready for presentation at Special Meeting next week.

An adjustment was required for goalie gloves as this expense was not previously identified. Also, \$10000 was added for the Rapport de Mission which impacts our plan for cashflow recapture, but we should be able to absorb it as long as all target participant rates are met.

Some financial requirements may not be met by the deadlines; Cashflow and liquidity ratios. Areas of opportunity for savings have been explored without further evident options.

Last grant application was deferred due to missing financial information. Next opportunity is 31 March 2020. J. Markiewicz identified that focus of the grant application could be identified as supporting the new requirements for the organization. L. Kattackal and J. Markiewicz must to review the prior content of the application before reuse.

ACTION V. Barnes to send grant documentation to L. Kattackal.

Additionally J. Markiewicz mentioned follow-up is planned for pursuing sponsorship opportunities.

#### 5. Operational Updates:

##### 5.1 Director General

*Operating Rules;* Updates are done and reviewed by Catherine. Another review will happen when CDC and other new requirements come into effect, but for now it's ready to present at the Special Meeting.

*Licensing Update and Next Steps;* Training for Respect in Workplace required by all staff and Exec Board members.

*Miscellaneous;* Letter of commitment required from the City of Pointe Claire. ACTION L. Artuso to send infrastructure details to V. Barnes.

*Requirements for security;* just missing a few staff signatures on Code of Conduct for Child Protection. Volunteers, including Coaches, will also need to sign it and the process is underway with Winter Coaches.

Discussion followed about how to potentially leverage technology solutions to make it easier to get signatures on various Codes of Conduct in a timely way.

*2020 Registration Process;* Volunteers from staff and board are required for Registration to ensure 11 people at a time, but now with shorter shifts. Not practical to engage outside volunteers due to training and equipment needs.

*7v7;* Surveys were sent to Men and Women to determine interest, with positive results overall. Detailed response analysis was provided and discussed. The challenge was to identify best case scenarios combining preferences and organizational capacity (other leagues, fields, refereeing etc.). A decision is required for inclusion in registration packages. Noted that these players are a high revenue-generating category.

MOTION by J. Markiewicz to offer men's 7v7, Monday nights on TC2, minimum 40 players to sign up at \$190, with play starting 1st week of June, seconded by M. Ferguson and carried unanimously.

MOTION by J. Markiewicz to offer Women's 7v7, Thursdays 9:00pm on grass, minimum 24 players to sign up at \$190, with play starting 1st week of June, seconded by M. Ferguson and carried unanimously.

*New hires*; James Amaral as Equipment Coordinator, and Erika Johnson as Exec Board Secretary.

## 5.2 Sporting Director

*CDC deployment*: Technical Team is getting ready with handbooks and schedule for Micro. Staffing finalization still in work. Goal is to bring more certified personnel into the club.

Extracted audio from the training video and incorporated into a presentation. Video hasn't been made available.

Information is pending for league competition U8 and up.

We will have to communicate with parents but the information isn't fully ready so we'll start with a roll out at the Special meeting 28Jan.

Weekend tournament format is major revenue generator for the Region but does not fit in new CDC rules and there's no solution at the moment.

Regional reps will meet with all clubs next week about CDC structural expectations. J. Markiewicz, L. Artuso, F. Bakhach-Lord, and a TBD member will attend.

Many questions remain about clarity on CDC criteria and requirements, and how to meet them. Discussion ensued about whether it's Soccer Canada or Soccer Quebec who will evaluate our compliance.

*Team Management service*; Per CDC there cannot be a fixed roster, so we will have 2 matches, in which different groups of players will be put together. A criteria will have to be established, as well as new ways to manage rosters/players. A paid service will most likely have to be selected. J. Markiewicz communicated with Team Snap which could potentially allow complete processing of the players, but it's critical to ensure data also gets to PTS, so an integration solution is required. It's also TBD if Spordle's purchase of TSI will have an impact, and unclear whether they do or will have a team management interface. Option remains to pay the Premium Membership and bill per player.

*Licensing Enfants*; 9 day course required and we requested Rami do it this year and F. Bakhach-Lord next year

## 5.3 VP Senior

*Online Voting*; Looking at a local company ([simplyvoting.com](http://simplyvoting.com)) who offers something. Upside potential - increase pace of decision-making and change management, as well as overall participation of membership, by making voting quick and easy. Risk potential - voting taken less seriously. Possibility to reap benefits and mitigate risks by applying in selective cases (e.g. not voting for Exec Board). Also would need to address Constitution/processes. For further exploration.

# **6. Governance Updates**

## 6.1 Summer Camp Committee Update

Proposal reviewed offering to subcontract management of PCASA camp to KISsoccer for 80% of gross, with an enrolment of 50 per week. We keep 20% and would need to iron out the specifics of cost per child. Upside potential is to meet our mandate of increasing soccer offerings to community, as well as creating a new revenue stream, and benefit from positive brand association and player development. Risk potential that PCASA will be overextended due to other changes underway. Also, a registration tool would be required quickly and ensure all participants are part of Soccer Quebec for civil liability reasons.

MOTION by R. Bushey to mandate the Committee to finalize/negotiate an agreement based on the proposal discussed, seconded by J. Markiewicz and carried unanimously.

## **7. Decision Summary**

1. MOTION by J. Markiewicz to offer men's 7v7, Monday nights on TC2, minimum 40 players to sign up at \$190, with play starting 1st week of June, seconded by M. Ferguson and carried unanimously.
2. MOTION by J. Markiewicz to offer Women's 7v7, Thursdays 9:00pm on grass, minimum 24 players to sign up at \$190, with play starting 1st week of June, seconded by M. Ferguson and carried unanimously.
3. MOTION by R. Bushey to mandate the Committee to finalize/negotiate an agreement based on the proposal discussed, seconded by J. Markiewicz and carried unanimously.
4. ACTION V. Barnes to send grant documentation to L. Kattackal.
5. ACTION L. Artuso to send Infrastructure details to V. Barnes.

## **9. Next meeting**

- Special General Meeting Tuesday 28-Jan-2020 7pm
- Executive Board Meeting Thursday 19-Mar-2020 7pm

A motion to adjourn the meeting was put forth by J. Markiewicz, seconded by M. Ferguson and carried unanimously.

Meeting adjourned at 9:34

Respectfully submitted,  
Erika Johnson