



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

MINUTES EXECUTIVE MEETING

MEETING #2019-20 – 04
DATE: March 19, 2020 – 7 PM

Virtual meeting via MS Teams

Present – Voting members

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

Present – Non-voting members

Lisa Artuso, Frédéric Bakhach-Lord, Chris White, Vicky Barnes, Tony Ziukas

Regrets:

Bill Dworsky, Erika Johnson

Meeting called to order at 7:07 PM by J. Markiewicz, seconded by Rick Costa

1. Adoption of agenda:

Motion to approve agenda was put forward by Ligeo Kattackal, seconded by Rodney Bushey.
All in favour.

2. Minutes from meeting #3 on 2020-01-14:

Motion to approve minutes from 2020-01-14 was put forward by C. Renaud, seconded by R. Costa.
All in favour.

3. Word from the President

3.1 Welcome

Jonathan mentions his personal experiences in dealing with a traumatic experience where he saw/learned that things can change very rapidly. In the present moment, it is hard to know what the immediate and long-term responses should be, but we are confident there will be soccer eventually and that the club will survive.

4. Covid-19 Risk Management

4.1 Current Measures:

The current management is done at a higher level than our club and we are mandated by them.

Lisa has been sharing on the PCASA Facebook page what Soccer Quebec has been posting. The Pointe-Claire Soccer webpage has a Covid-19 warning on top.

The next email to members to be sent out will be on March 30 updating the closure situation.

Rodney mentions that there are some instructions going around to do home training, to keep in shape while we wait.

Jonathan suggests encouraging players to keep active by filming themselves juggling or doing a trick with a soccer ball and post it on our Facebook page. Tech team could do a technical challenge, Chris could do a daily ref challenge, etc.

Lisa will post whatever anyone sends her.

4.2 Long Term Risk Planning

Soccer Québec sent a spreadsheet that each club must fill out, identifying potential risks. What are the impacts to your club for the end of April, end of May, end of June.

Winter: LOGS, LOOGS, Metro, Futsal, Academy have shortened seasons.

Registration: Was gaining momentum, but has slowed down considerably in the past week. What can we do to keep it rolling and not lose, among others, new members that were joining?

It is possible to remove the requirement of in-person for new members to the club but already in the system. Lisa can do it through email and is already doing it with certain Metro players coming to Pointe-Claire. For selected players on youth teams, coaches can invite players to register by linking with Lisa.

It is not as easy for brand new members. It is possible, but we will wait to see how the situation evolves.

Tech team to try to encourage coaches to get players training on their own.

Chris brings up problem of not having the referee courses in the spring, as planned. Potentially, some on-line training could be sent out. Chris will reach out to Region to see what can be done.

4.3 Financial Implications

PCASA will not be losing money from cancelled tournaments or sponsorships, as none were forecasted.

However, PCASA is starting to incur cancellations, i.e. indoor turf time March 9 to mid-April, for the CDC program which was supposed to start March 9, if it starts in May, there will be a loss of 6 weeks and the club may need to issue refunds and/or credits.

PCASA revenue comes only from members, therefore it is important to keep members happy, so that when we restart, players will return to us.

Late fees should be abolished this year. In any case, our budget did not forecast late fees to balance.

There are some ways to diminish expenses, like not purchasing some equipment.

Ligeo is concerned that there will be many requests for refunds, and also that many players will simply not play. On the other hand, people may want to play once it's allowed. We should try to continue encouraging registration at the moment.

It is unsure at what point do we stop paying our staff; we will have to wait on that one.

4.4 Lessons Learned with March 12 Communications

MS Teams is a good tool. The executive needs to increase communication during these times to keep information flowing,

5. Financial Update

5.1 Update on Accountant's review process

At a standstill right now, Ligeo is trying to contact Raymond Chabot.

5.2 Update on Winter Financials

Revenues were higher than original budgeted for. But expenditures for Q2 are still being reviewed (January to March 2020).

5.3 Club Licensing Metrics

We meet 3 of the 6 metrics. The remainder are primarily connected to cashflow.

5.4 City Grant Update

The City has moved the deadline for the grant application to May 1, but the accountant's review needs to be done for PCASA to even be considered.

Action: At next meeting, we will discuss whether we will submit a grant in May, or in September, as only one can be submitted per year, and if we are refused in May, we will have to wait a whole year before submitting another application.

6. Operational Update

6.1 Director General

Registration update: flat lined over the last week.

Good news: Waiting list for women's metro rec, LOGS and the men for the Mixed league.
Licensing updates and next steps: Respect in workplace training, only 2 people not done yet. Rapport de mission needs to be submitted by March 30, but will probably be delayed, which works in our favor.

List of all coaches with level of certification needs to be provided by Fred.

Infrastructure: needs the letter from City. Vicky says letter is done, just waiting on one signature

6.2 Sporting Director

Not all CDC teams have assigned coaches, there are a few trained coaches still missing. Some coaches who were supposed to get S2 and S3 training have seen the sessions postponed.

6.3 Director of refereeing

Potential recruits for 2020: about 40

There has been a good retention from last year, with many referees returning.

Last year: 84-87 registered referees, with about 70 active.

Hopefully, if everything goes well, PCASA will have 100 referees this year.

There were 14 active Region referees from PCASA last year. We are supposed to have 25 Region referees, which we should attain this year.

7. Governance Updates

7.1 Summer Camp Committee Update

A deal has been reached and the fields have been reserved. There will be 2 weeks of a PCASA summer camp hosted by KISSoccer. A message was sent out by email, posted on Facebook and on website. Grant, the owner of KISSoccer, has been sharing drills on-line, which Lisa has been sharing on the PCASA Facebook page.

We should have numbers of registered players at the next meeting.

7.2 Partnership Update

The idea is to have potential sponsors choose a partnership program (CDC, tournament, etc.) and media (virtual, jerseys, etc.). Jonathan finished the preliminary contract and the committee is reviewing it. Exec will see it next week.

Obviously, this is presently not a good time to approach companies, but it will be good to be ready when businesses are looking to get customers back.

The committee is looking into moving into a partnership program. It will need to choose the program and means, i.e. virtual (website), passive (banners), active (jerseys).

7.3 Equipment Standing Offer Agreement (SOA) Update

Looking for other suppliers. With James, will take a look at what is needed, so that we can approach suppliers and with a precise notion of needs, we can better see what they can offer.

8. On hold/pending:

9. Proposals for approval:

It is proposed that PCASA adopts the club's updated Strategic and Operational Plan V1.4. As presented to the executive committee by email on February 26th 2020.

Approved unanimously by email on February 27th 2020.

It is proposed that PCASA adopts the club's updated Technical Plan V2.0. as presented to the executive committee by email on February 26th 2020. Approved unanimously by email on February 27th 2020.

It is proposed that PCASA adopts the club's updated Referee Development Plan V1.2. as presented to the executive committee by email on February 27th 2020. Approved unanimously by email on February 27th 2020.

10. Next meeting:

Saturday April 18 at 10 AM, location TBD

A motion to adjourn the meeting was put forth by Jonathan and seconded by C. Renaud. All in favor.

Meeting ended at 21:25 PM

Respectfully submitted,
Catherine Renaud