



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

EXECUTIVE MEETING MINUTES

MEETING #7 2019/20

June 11, 2020 – 7:00 PM

Present – Voting members

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

Present – Non-voting members

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

Regrets

Bill Dworsky, Tony Ziukas

Meeting called to order at 7:00 by J.Markiewicz, seconded by O.Colque

1. Adoption of agenda

MOTION to approve the agenda was put forward by O.Colque, seconded by R.Costa and carried unanimously.

2. Adoption of meeting minutes

Minutes of the prior meeting are tabled until next meeting

3. Word from the President

Welcome

Greetings and thanks for attending.

It's been a big week, with approval from Pointe Claire, within context of a mandate to follow Soccer Quebec's guidelines. We will be demonstrating commitment to a safe restart and reassure families/members. My one special directive is that an executive member be present to oversee activities each day.

4. COVID-19 Restart

Phase 1 launching from 22Jun, pending Soccer Quebec approval of PCASA plan (specific with fields etc.)

Three part plan (equipment management, registration protocols, emergency plan) reviewed.

Noted that a key compliance requirement is that all equipment be cleaned before and after handling/play. Special provision may be required of senior teams who don't have a set of balls, to provide one per player. R.Bushey volunteered to be responsible for the Logs equipment cleaning.

Soccer Quebec medical form and risk acknowledgement is in PTS and required to be completed by each member.

Question arose regarding people with asthma, and it was confirmed that a medical note for clearance is required, and would have to be collected by PCASA. Prescribed medications to be permitted on field (Plan document to be modified accordingly).

225 volunteers required for the plan to function. Agreed to use Field Marshall pinnies to identify volunteers (noted their face shields might make them identifiable anyway). J.Markiewicz will make some short videos as part of the volunteer training.

Suggested that each group of the organization enlist the requisite numbers to support the plan relative to their activities. Noted that some groups will be more challenged and may be disadvantaged, depending on demographics, ratio requirements etc. Cooperation will be required for cross-support. **ACTION** C.Renaud and the Tech Team to present an analysis and plan next week for breakdown of volunteers per category, identifying areas with too few or too many, to ensure balanced support.

Initial list of volunteers will be submitted to Soccer Quebec with everything else put together by end of next week, and update/revise later.

Since only one coach is permitted, if a team or level has more than one, others will be asked to take alternative on-field roles, or even to support other segments of the organization.

Suggestion raised to have discussion about the transition between Phases, and there was general agreement that it's important, but better to address after next week.

Membership will be asked tomorrow, for an answer by Sunday, as to their intention to join Phase 1, join a later phase, or drop out. Fee structure remaining as currently in place (prorated refunds will be determined after or late in the season). Uniforms will not be distributed in Phase 1.

Hand sanitizer and equipment disinfectant needs to be ordered ASAP but type and supplier TBD. Sanitizer must be safe for all ages, and equipment disinfecting methods haven't been confirmed. **ACTION** O.Colque and R.Bushey to finalize sanitization-related recommendations by Monday.

Discussion ensued about necessity for integrated conversations and coordinated action between group categories for messaging and communications, coach assignments, creation of groups etc. so F.Bakhach-Lord, O.Colque, C.Renaud will have a follow up call.

Discussion and agreement that if someone refuses to follow the protocols, the Exec member on duty will be contacted to convince the party, and if the issue persists, Public Security will be called for enforcement. All relevant phone numbers will be included with on-site materials.

MOTION by J.Markiewicz to approve the protocol plan as prepared and presented, with addition of prescribed medications and medical equipment being permitted on field. Seconded by R.Bushey and approved unanimously (6 votes)

ACTION Integrated plan to be sent to the Region tomorrow updated per changes confirmed tonight, as approval is required before submitting to Soccer Quebec.

5. Financial Update

Grant application to Pointe Claire will go ahead but confirmation and funds would be after end of this fiscal year.

Federal programs for \$40K loan application and wage subsidy applications done. 10% subsidy received, but answers pending for the other two programs.

To better coordinate with changed timing of financials this year, AGM could be done a bit later than usual, as long as it's prior to 30Nov. 12Nov floated as possible date,

Audit for last year is Required for Soccer Quebec and a bit behind, but ok as their dates were pushed to the right.

Suggestion to explore whether some the paid staff are willing to defer up to 50% wages to help juggle cashflow. Agreement that any such request should come from Exec, so R.Costa, R.Bushey, and F.Bakhach-Lord will deal with it together.

Discussion around whether the City might be able to provide bridge financing support or guarantee for a bank loan. Need clear and concise plan and request / application which can then be relayed by V.Barnes.

6. Operational Updates

6.1 Director General

Refund Update: When given the option, several players who are deregistering have deferred their fees to next year (vs. asking for refund)

6.2 Sporting Director

Discussion around potential issues on remuneration - should it be as currently structured or at least minimum wage. Several practical considerations, including cashflow and funds available for various expenses (usual and COVID related). **ACTION** L.Kattackal to look into CIT compensation options and implications.

6.3 Refereeing

Region starting to roll out series of meetings on changes to rules of the game. Also two-part ref course (online theory starting 15June and then practical in person starting end June).

TBD how many (if any) referees we will need. Region waiving their portion of fees but we will charge the usual amount and turn the additional \$35 back to the club.

Issue of refunds to refs for training fees will be looked into at Finance Committee.

C.White is mandated to put a recruitment cap on refs accepted, based on anticipated needs. Also proposed preference tiers based on experience vs. new refs so we could recruit and train but not commit number of games new ones would get.

New website created by Soccer Lac St-Louis with resources for refs which we can use. Good initiative and something to piggyback on for development of PCASA site.

7. Governance Updates

7.1 Partnership Update

Started with sanitizer etc. but other efforts were on hold pending restart of activities.

BLM plan - Post a statement in the near term after circulating O.Colque's draft by email. Ensure a follow-up policy and implementation plan with a committee assigned as responsible to address issues raised (e.g. Ethics Committee).

Camps - no change as to possibility of Pointe Claire facilities etc. Collaboration continuing with KISsoccer who are offering some camp options.

8. Motion and Action Summary

1. MOTION to approve the agenda was put forward by O.Colque, seconded by R.Costa and carried unanimously.
2. ACTION C.Renaud and the Tech Team to present an analysis and plan next week for breakdown of volunteers per category, identifying areas with too few or too many, to ensure balanced support.
3. ACTION O.Colque and R.Bushey to finalize sanitization-related recommendations by Monday.
4. MOTION by J.Markiewicz to approve the protocol plan as prepared and presented, with addition of prescribed medications and medical equipment being permitted on field. Seconded by R.Bushey and approved unanimously (6 votes)
5. ACTION Integrated plan to be sent to the Region tomorrow updated per changes confirmed tonight, as approval is required before submitting to Soccer Quebec.
6. ACTION L.Kattackal to look into CIT compensation options and implications.
7. MOTION to adjourn the meeting was put forth by R.Bushey, seconded by D.Hristov and carried unanimously.

9. Next meeting

- Executive Committee Meeting 30-Jul-2020 7:00 PM.

MOTION to adjourn the meeting was put forth by R.Bushey, seconded by D.Hristov and carried unanimously.

Meeting adjourned at 10:00 PM

Respectfully submitted,
Erika Johnson