



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

EXECUTIVE MEETING MINUTES

MEETING #9 2019/20

August 27, 2020 – 7:30 PM

Present – Voting members

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

Present – Non-voting members

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

Regrets

Bill Dworsky, Tony Ziukas

Meeting called to order at 7:37 by R.Bushey, seconded by R.Costa

1. Adoption of agenda

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

2. Adoption of meeting minutes

MOTION to approve the Minutes of Meeting #6 (May) was put forward by C.Renaud, seconded by R.Bushey and carried unanimously.

MOTION to approve the Minutes of Meeting #7 (Jun) was put forward by M.Ferguson, seconded by C.Renaud and carried unanimously.

MOTION to approve the Minutes of Meeting #8 (Jul) was put forward by C.Renaud, seconded by M.Ferguson and carried unanimously.

3. Word from the President

Welcome

Greetings and thanks for attending.

Welcome to busy time. 34 Days until fiscal year end! There is a lot of work in the coming weeks to finalize finances, as well as set winter programs and registration fees.

4. Governance Updates

4.1 Governance Structure

Jonathan would like to pursue a feasibility review of what the new structure looks like in practice for PCASA.

5. Operational Updates

5.1 President

Discussion on potential for turning Sporting/Technical Director into a full time contract, with Fred specifically, based on actual requirements/performance of the duties. Fred recommend securing the position as the right move for the Club, but raised concern about organization making the change based on him specifically vs evaluating marketplace of potential candidates. Additional tech budget would be required to accommodate such a restructure which could be added on a prorated basis across membership categories that benefit from the services.

Proposed by Rodney that the executive pursue a full time contract with F.Bakhach-Lord for the role as Sporting Director, seconded by D.Hristov, and carried unanimously.

The City Grant application was reviewed. V.Barnes confirmed that the correct form was used, suggested adding detail about cost-saving measures taken, and suggested managing expectations considering amount of the request (potentially only a portion may be awarded).

MOTION by R.Costa to accept the Grant Proposal as shown, plus updates as discussed, to be submitted tomorrow, seconded by D.Hristov, and carried unanimously.

AGM to be held Nov 12. Logistics being planned for hosting live as well as virtually, including online voting process etc.

Accountants review process nearing completion and aligns with November AGM date.

6.2 Refereeing

Working with new refs, and they should have done about 5 games by end of season (Oct.)

Discussion about an issue that arose at a game that was handled well by the ref, and it's positive to see people handling bad situations well. The ref should be formally commended/thanked.

6.3 Sporting Director

Two weeks into the new way of doing things and making necessary adjustments.

Second visit from Soccer Quebec went a bit better than expected, and we made some progress on their evaluation status chart. We'll have another visit or two. Their expectations set very specific and rigorous requirements of methodology, activities, responsibilities. We may need to evaluate in terms of structure and human resource skill sets.

6.1 Director General

Refund and Registration - 1375 active players (+3 injured still count in our numbers) Soccer Quebec and Canada have reduced their per-player fees. Our payout should be reduced by more than half.

Refund status details reviewed for various categories and relative dollars.

Prequalification - spreadsheet created as a Request For Proposal and sent to several equipment vendors. Initial discussions underway. Downselection to three in September. Final selection planned for mid-Oct.

Brief given on needs and plans for turf field arrangements for winter leagues. Agreed that J.Markiewicz should sign the contracts on behalf of the organization. **ACTION to first confirm a refund plan in event of another COVID shutdown.**

Discussion underway for use of school gyms for winter training, with contracts via City. Potential for future use of other City facilities in post-COVID context.

Plans being drafted to potentially create a term position of Registration Assistant to offload DG from being too much in the nitty gritty administering registration - enable DG to manage vs carry out reg transactions.

Looking to have a team management app, but unless our partner comes up with something, it's on the backburner.

Comparison of Microsoft or Google Office plans for organizational use - Evaluation shows them to be equivalent from capabilities and cost standpoint, so the choice is primarily personal preference.

D.Hristov will make a recommendation to the Finance Committee on which plan makes most sense for the organization.

A few facilities problems were raised (field locking, yellow taping, post padding etc.) **ACTION V.Barnes for attention by the City.**

6. COVID-19 Restart

Compliance has generally been improving, though each segment still has issues flagged periodically. Communication has become more collaborative when raising non-compliances, which is also helping.

7. Financial Update

Challenging year to balance budgets and ensure solvency.

Dealing with refunds has been the key issue.

Current cash-positive position will not cover near-term exposures, and revenue will not cover current and past / cumulative deficits.

MOTION by J.Markiewicz to approve the financial statement as presented ("2019-2020 Financial Statement - Aug 27, 2020.pdf"), seconded by D.Hristov, and approved unanimously.

8. Motion and Action Summary

1. MOTION to approve the agenda was put forward by M.Ferguson, seconded by R.Costa and carried unanimously.
2. MOTION to approve the Minutes of Meeting #6 (May) was put forward by C.Renaud, seconded by R.Bushey and carried unanimously.
3. MOTION to approve the Minutes of Meeting #7 (Jun) was put forward by M.Ferguson, seconded by C.Renaud and carried unanimously.
4. MOTION to approve the Minutes of Meeting #8 (Jul) was put forward by C.Renaud, seconded by M.Ferguson and carried unanimously.
5. Proposed by Rodney that the executive pursue a full time contract with F.Bakhach-Lord for the role as Sporting Director, seconded by D.Hristov, and carried unanimously.
6. MOTION by R.Costa to accept the Grant Proposal as shown, plus updates as discussed, to be submitted tomorrow, seconded by D.Hristov, and carried unanimously.
7. ACTION to first confirm a refund plan in event of another COVID shutdown.
8. ACTION V.Barnes to request identified facilities attention by the City.
9. MOTION by J.Markiewicz to approve the financial statement as presented ("2019-2020 Financial Statement - Aug 27, 2020.pdf"), seconded by D.Hristov, and approved unanimously.
10. ACTION J.Markiewicz to review schedules and propose best date and time.
11. MOTION to adjourn the meeting was put forth by J.Markiewicz, seconded by M.Ferguson and carried unanimously.

9. Next meeting

- Executive Committee Meeting to be confirmed next week. **ACTION J.Markiewicz to review schedules and propose best date and time.**

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

Meeting adjourned at 9:45 PM

Respectfully submitted,
Erika Johnson