

# CVSA Board of Directors Meeting Minutes

Date: Jan 16/23  
Time: 7:00 p.m.

Location: CVSA Club House  
Recorder: Darian Achurch

1. Call to order: 7:01 pm
2. Present: Greg P., Stephen N., Darian A., Courtenay M., Stacey D., Dan L., Elliot F.P., Richard B., Peter D., Bill K., Eric N
3. Regrets: Neall R., Jordan C., Ryan C.
4. Motion to adopt Agenda: EFP, DL
5. Motion to adopt November minutes: EFP, CM
6. Reports:

## -Treasurer (Ryan C):

- Signing of letter by Neall (done post-meeting) and Bill to be able to access the bank statements for the role of treasurer and also to:
  - Confirm that Dan Varga is no longer treasurer
  - I am now treasurer
  - Names and account #'s of CVSA accounts at the Credit Union
- Follow up email: Per the recommendation from the credit union, we no longer need to have the account numbers on the letter, but state that access to the accounts Dan Varga had is simply switched to me. Once I return this signed letter (attached) to Island Savings, I will get set up, and the final step will require Bill and Neall to go to the branch and sign off on the forms. Once this has been completed, I will then be able to get the information to have the books balanced.

## -Registration (Stephen):

- Ideas from Greg Poirier: 2023/24 Registration: Recommended Changes, Dates, Age Groupings & Birth Years, Fees
  - 1. Changes recommended:
    - All players, when registering, be put into the actual group that they will be playing. This will simplify the process of rostering by eliminating a step.
    - Turn waitlists on once the season starts so that parents and players expectations are set. This date was decided as Sept 9, 2023 for travelling and Sept 18 for House.
    - To make this process easier for the registrar, a fee can be charged during September then turned off in October (until the player is placed on a team).
    - Close registration for the week prior to the season started so that teams can be made without constant changes to the numbers.
    - Additionally, after registration has closed it would be very helpful if the coordinators can advise me (Stephen) if they have availability on their teams and how many spaces. That way I can advise prospective parents right away whether we can accommodate their child or he/she will need to go to a waitlist. It was also discussed how Courtenay (as coordinator) could access ALL waitlisted players

instead of having to search by age group. Greg says this is doable and will work with Courtenay to make this happen.

- 2. Recommended Dates:
  - Early registration start date - March 30th
  - Regular registration start date - June 30th
  - Waitlisting start date - September 9th
  - Waitlist with Fee - September 9th
  - Waitlist with no fee October 1st.
  - December registration start date December 15<sup>th</sup>
  - It was decided at a previous board meeting to keep registration open but once the season has started not charge a fee until the player is put on a team.
- 3. Age Groupings or TeamSnap Divisions: (Please confirm the date ranges and age groupings):
  - U5/6 Coed (2018-19)
  - U5/6 Coed Waitlist
  - U7/8 Boys & Girls (2016-17)
  - U7/8 Boys & Girls Waitlists
  - U9/10 Boys & Girls (2014-15)
  - U9/10 Boys & Girls Waitlists
  - U11/12 Girls & Boys (2012-13)
  - U11/12 Girls & Boys Waitlists
  - U13 Girls & Boys (2011)
  - U13 Girls & Boys Waitlists
  - U14 Girls & Boys (2010)
  - U14 Girls & Boys Waitlists
  - U15 Girls & Boys (2009)
  - U15 Girls & Boys Waitlists
  - U16 Girls & Boys (2008)
  - U16 Girls & Boys Waitlists
  - U17 Girls & Boys (2007)
  - U17 Girls & Boys Waitlists
  - U18 Girls & Boys (2006)
  - U18 Girls & Boys Waitlists
- 4. Fees (**Please confirm if any fee changes are to be made**):
  - U5/6 Coed Currently: \$170
  - U7/8 Boys & Girls Currently: \$205
  - U9/10 Boys & Girls Currently: \$205
  - U11/12 Girls & Boys Currently: \$225
  - U13 Girls & Boys Currently: \$225
  - U14 Girls & Boys Currently: \$225
  - U15 Girls & Boys Currently: \$225
  - U16 Girls & Boys Currently: \$225
  - U17 Girls & Boys Currently: \$225
  - U18 Girls & Boys Currently: \$225
  - December 15th late registration \$100
- Greg will talk with Tyler to determine start dates for evaluations so that can set a date for early registration. It was agreed that the earlier this date could be the better.
- There was talk around fees changing that will continue next meeting. There was talk about decreasing fees for the U5/6 division but increasing them at the older divisions. There was also talk about increasing all fees across the board to offer a superior service in the future. It was decided this would be discussed at the next meeting with Tyler in attendance and a plan for how increasing

the fees could be used. This decision around fees MUST be made before March so Greg can have it in place for registration on the website.

-Equipment (Peter):

- Replacement of pads for the AED that was used last week will be done by North Cowichan.
- Training on the AED is needed for coaches / team staff. Ryan Flynn joined the meeting briefly to speak to the need for training and first aid equipment. He has offered to work with his contact Leah Bertrand at providing a refresher course for club personnel. **Ryan will work on the timing of this with Neall for Adult Soccer teams.** Richard will also look at options to provide training if needed to supplement Leah Bertrand's offer.
- Conor Williams is putting together a "necessities" kit for medical emergencies to have at the club. This may also be supplemented by CVRD/North Cowichan through Leah Bertrand.

-Adult soccer (Neall):

- North Cowichan is planning on painting the home changeroom but will need five days to do so. After discussions with Neall (post-meeting) it has been decided this will be done Jan 23-27. Neall will contact all adult teams to ensure there will be no access to the room during that week.

-House league (Peter): Nothing to report.

-Travelling Teams (Courtenay):

- Courtenay and Eric have worked out a schedule for who will be turning on the lights for Monday to Thursday for travelling team practices. There are questions around which coaches have the new keys to access the room that controls lights.
- Eric will be hosting a U13 Girls tournament on Family Day Feb. 20th with 5 North Island teams as well as Bays and Gorge on the Williams turf all day. Field is booked and he will be in touch with LISA for liability coverage.
- Jordan may be looking at hosting a tournament in April but there is no further information on that at this time.

-Risk management (Richard):

- First CRC report is in and BC Soccer is satisfied. We have shown due diligence and are in compliance.

-Inclusion (Elliot):

- Has been looking for "Rules and Regulations" and "Policies" that are referred to in our Bylaws but they are difficult to find. Greg and Peter offered to help him find them if he cannot find them.
- Elliot will send a message around wording to the board to look over before our next meeting. This will be around how it is crucial to have trans and non-binary players play on the team they feel safest on. Elliot will also provide actionable items next meeting for how to implement this wording into our bylaws and what message we could post on our website to invite LGBTQ2+ families to our club.
- Elliot is looking at a BC Soccer Grant for our club to provide money for inclusion training.

7. General Correspondence: None

## 8. Ongoing Business:

- Any news on purified water dispenser (Peter)
  - It sounds like our application for a grant has been approved but we are waiting on confirmation.
- Online Store for CVSA Gear (Dan)
  - Dan has looked at how other clubs provide this service. Most clubs work with Team Sales to set up an online store that shares profits with the club. Dan will be back with more information at the next meeting with the hopes of the board voting on progressing with this idea (preferably before the end of the season).
  - The main discussion point was also to ensure that we don't jeopardize our relationship with Danielle who runs the CVSA concession. She often has CVSA gear for sale which we would like to support so it would be helpful to ensure there is no competition between the online store and the concession.

## 9. New Business:

- CVSA Board response to the unfortunate passing of Billy Keserich Jr.:
  - Bill thanked the board and the greater community for the outpouring of support for his family and also the wonderful memories they have shared of his son.
  - Peter will put a message up on the Readerboard on the clubhouse to thank Billy for his contributions to the club.
  - Greg will post a picture and message on the website to thank Billy as well as recognize his contributions to CVSA.
  - There is a committee that is working on other ways to remember Billy and his contributions to the club. Neall will keep us posted on events and how we can support them.
- Short and long term planning for the TD role(s) after the loss of Billy:
  - Tyler has a plan in place for the rest of the season. It involves a few volunteers helping out, especially on technical nights.
  - Long term plans will be discussed at next meeting with Tyler Hughes in attendance.
- Recognition of Conor Williams in saving the life of his teammate using the club's AED on Jan 9:
  - Conor will be recognized by the community at a "Lifesaver" presentation.

Adjournment: Motion to Adjourn: EFP / DA at 9:02 pm

Next Meeting: Feb 13, 2023 at 7 pm