

# CVSA Board of Directors Meeting Minutes

Date: Mar 6/23  
Time: 7:00 p.m.

Location: CVSA Club House  
Recorder: Darian Achurch

1. Call to order: 7:07 pm
2. Present: Stephen N., Darian A., Courtenay M., Ryan C., Dan L., Danielle C., Richard B., Peter D., Bill K., Tyler H., Elliot F.P., Eric N.
3. Regrets: Stacey D., Neall R.
4. Motion to adopt Agenda: RC/RB
5. Motion to adopt January minutes: DL/RB
  - **ADDITION TO AGENDA:** Appointment of New Director:
    - Jordan Clarke has removed himself from the board. Stephen Norbury was nominated for and voted in to fill the vacant seat. (PD/CM)

## 6. Reports:

### -Treasurer (Ryan C):

- Need to find a new bookkeeper. Ryan will talk to Dan Varga about options. May be difficult due to tax season.
- Ryan now has access to all bank accounts. By next meeting he hopes to be able to share balanced books information with board.
- When do our “year-end” accounts need to be filed by? Who do we need to share these with? Ryan will talk to Dan Varga about these questions.

### -Registration (Stephen):

- 2022/23 Unpaid fees update:
  - From 101 (in January) to 24 now.
  - For the coming season: If unpaid from the previous season, players (and families) will be flagged and unable to register without explaining lack of payment to Stephen. Stephen will extend every courtesy to keep the child playing soccer if parent(s) can provide a valid reason for lack of payment.
  - For the coming season: If registration is not paid, players will not be able to be placed on a team (TeamSnap restriction).
  - **Question:** Can we utilize etransfers in the future as this is the main source of online payment for many families (more than cheques)? Not at this time. Could this be a way for Stephen to get late payments instead of waiting for cheques in the mail?
- Motion carried to increase fees for the registration process in 2023/24: (EFP/DA)
  - U5/6 Coed: Currently \$170, **INCREASING TO \$175**
  - U7/8 and U9/10: Currently \$205, **INCREASING TO \$225**
  - U11/12 and above: Currently \$225, **INCREASING TO \$255**

- There was a discussion around fee changes and what services could be provided with increased fees. The majority of the increased revenue will be directed towards Tyler's proposal of a "technical staff". The idea behind this is that increased technical development of players leads to greater confidence and success on the field which leads to increased player enjoyment and retention.
  - Other benefits from increased revenue could be a tournament fund for teams to use when competing in tournaments or rental fees for extra turf use.
  - A more detailed breakdown of how money will be spent, both for technical staff and other options, will be looked at in future meetings.
  - Greg P has been made aware of fee changes so he can update the registration portion of the website.
- **When would the board like 2023/24 registration to open?**
  - It was decided that opening next season's registration as soon as possible would be the best option to catch all players who are finishing their season now. Greg P has been made aware of this choice and will be opening registration as soon as he can.

-Equipment (Peter):

- Any update on emergency first aid kit for club?
  - Peter would like this to be someone else's area of responsibility as it is not considered team equipment.
  - Eric has donated a Level 3 First Aid kit from his business to the club. It will be decided at a future meeting where this will be kept and who will have access.
- Have we heard any more about a refresher course for club personnel on the AED and CPR? No update at this time.

-Adult soccer (Neall): No update at this time.

-House league (Peter):

- Soccer Saturday is April 1. Ashley Stultz is filling in with me to look after the U 5/6 division.
  - There is a large need for volunteers and possibly BBQs for this day. Danielle Clegg from the Concession is willing to help with the food but will need a full staff of people to support her.
  - Peter is looking at the Cadets as an option to help with hot dogs (Shriners are no longer an option)
  - **The Steelheads have helped in the past, can another adult team step up to help make this day a success?**
- Who updates website with Field status when Greg is out of town / unavailable?
  - Peter is looking into a backup person who can update the website if Greg is unavailable. Email alone does not carry the message.

-Travelling Teams (Courtenay): No update at this time.

-Risk management (Richard): No update at this time.

-Inclusion (Elliot):

- Specific policy and procedure update that we can vote on regarding safety and inclusion of gender identity and sexual orientation diversity aligned with Soccer BC and BC Human Rights Code (attached)
  - **All board members are expected to look over these proposals before next meeting. Please ask Elliot by email ([foxpovey@gmail.com](mailto:foxpovey@gmail.com)) for any points needing clarification or questions you may have.**
  - This will be voted on at our next meeting.

7. General Correspondence:

- Email from Jordan Clarke resigning his position.

8. Ongoing Business:

- The water station is a go and there was a photo-taking with press on Family Day weekend. This means Western Coast Insurance will be a new sponsor to CVSA.
- 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.
  - There will be no competition between the online store and the concession
  - **Motion to the board:** Can Dan progress with this idea to utilize Team Sales for our CVSA Merchandise sales? Carried (DL/RC)

9. New Business:

- Short and long term planning for the TD role(s) after the loss of Billy. Tyler sent out a proposal (through Peter) for what the funding of this may look like (attached).
  - Further clarification needed of the new “technical staff” and their roles, time spent with different age divisions, etc.
  - Possibility of developing younger coaches in working on technical nights and gaining their coaching certification levels. The accountability for these coaches could include the expectation of coaching younger ages on Saturdays.
  - A point was made that even if we have a “Male” Associate TD and a “Female” Associate TD, they should not be excluded into only coaching that sex. There are many benefits to having females coaching males and vice versa, not the least of which is breaking down societal norms.

Adjournment: Motion to Adjourn: 9:12 pm (PD/RB)

Next Meeting: Mar 27, 2023 7 pm (tentative)