



MISSION SOCCER CLUB
P.O. BOX 3164
MISSION, B.C. V2V 4J4
www.missionsoccerclub.com
REGULAR MEETING
August 17, 2023
Mission Regional Chamber of Commerce



Agenda

Attendance: Doug McKellan, Carelle McKellan, Angela Walkey, Dan Hill, Angela Manno, David Broom, Cherish Forster, Jason Symons, Caroline Dagleish, April Balzer, Lori Bartsch, Ryan Coreau, Graham Thompson, Alex McGrory

Absent:

Regrets: Trevor Elliot

- Call to order
 - 6:03 pm
- Motion to Adopt Agenda
 - **Angela W. moves. Angela M. seconds. Carried.**
- Club Officer Reports
 - Referees – Head Referee – David Broom
 - Discipline committee – 2 people – Monday or Tuesdays as needed to review disciplines
 - U18 disciplinary incident – inappropriate verbal conduct after game – requesting apology to AR and apology to coach's players – to take Respect in Sport course if not taken already – David to talk with the coach at beginning of season
 - entry level referee clinic – 2nd weekend of August – 12-13 at session from Mission (20 in total)
 - Received yellow jerseys - give them out for the beginning of the fall season.
 - Blue jerseys given to those that haven't reffed before – each ref will need to buy a 2nd jersey
 - Suspension – J.A. – has to sit out for the 1st game – on the record for the 1st game and is scratched off to complete suspension
 - potential referee refresher course – in person – to host – room (holds 30 people) for 3 hours – need grass for 1 hour (Oct .2. - stat)
 - referee rate changes for new season – FVSL increase of \$10 – centre ref – propose \$10 rate increase for centre ref and AR \$5 rate increase **ACTION:** Ask Graham to check with RMFC to see what they are paying for referees – for now we will hold on a rate increase as budget is set – Graham sent us the RMFC rates – will compare to our current rate of pay
 - referee meeting – 1-1.5 hr meeting before the Sept. 9/10 kick-off
 - Referee coordinator – April Balzer – Mission soccer display at the Leisure Centre – Doug to talk to Jennifer and to get trophy's put back in the trophy case
 - a. Clarify if we can proceed with having AR's on U-14 and up as we did in spring (helped with training of newer ref's) – **ACTION:** Carelle will ask Trevor and get back to group – we can continue with AR's for the fall/winter season
 - b. Requesting a team list for referring to for booking ref's
 - c. 1 or 2 refs may not be returning – unsure of how many refs will be taking ref course this week

Website/Communications – Lori –

- 50th anniversary – when to launch the logo and news – do we want to add a 50th anniversary page to the website with some history about how the club has grown and aspirations?

- a. Doug is working on a plan of 50 day countdown – November 12 – Shawn (From White Rock – 1st TD); David Shankland; Rick Erickson, Kevin MacKillop and now Graham Thompson – Doug to talk to Barb Coates to get history
 - b. Do we need to form a sub-committee? By the end of September – Doug will get the plan out to everyone
 - c. 50th Anniversary logo for our email signatures (David)?
 - Newsletter – player or coach or referee spotlight – post to website and social media – fall
 - Photo of Graham and write up to be put up on website and to take down former TD – Doug to get to Lori – use welcome letter to club
 - Final schedule confirmation – start dates 9th/10th – mini to start the week after, Christmas break – last games Dec. 16/17
 - Clarify closing dates for registration – 15th but ads said 30th but changed to “closing soon” in last ad
 - Post reminders for people not to park on road at Sports park and to go slow in parking lot and no dogs on the fields, no smoking
 - Concession hours? – Trevor will confirm with city/baseball if the concession will be open and how it will work this season
 - Uniforms ready when? White jerseys arrived yesterday; green jerseys arrived before that – 1st run next week
 - When is club store open again? Do we have an updated inventory? Trevor will make sure inventory is up to date (should be) and we can do a table at festivals or photo night or AGM
 - Do we need more volunteer coaches? Not at this time
- Fields – Caroline and Trevor –
 - Fall - **need to state to older teams U-15 and older -practices from 8:15-9:30** – has that email gone out?
 - rest of teams to 1 hour
 - U-11 and up 2 practices/week for 1hr 15 min. – no breaks between practices
 - Caroline - schedule attached to agenda – 5:30 – 6:15pm for Tots (45 minutes) and Timbits (1 hour) – alternating grass/turf each week
 - Line painting to be completed before season starts in September (pinning next week) Aug. 28th – should be ready for nets to go on goals
 - Nets to go back on goal posts
 - Jason and Doug will recruit volunteers to put nets on the goals
 - Trevor – field user meeting – June 13 – update – replace our containers if we want to
 - Needs to be vented (16”) – getting quote to vent; Hatzic fieldhouse is no longer a storage facility; Sept. 16 – lose ATF (Sat/Sun); lighting controller – back to original controller; practice time/game time - same times; tournament bids (insurance, special application, beer gardens, etc – must be done 45 days in advance)
 - Trevor would like to give up the game scheduling – Doug has connected Graham to Trevor to get the details
 - Equipment Report – Jason
 - Nets – some have holes in them – new nets on everything – and locking them up properly
 - Balls – 10 -12 balls for David (ref course)
 - Uniforms
 - Men’s team – white jersey only
 - One extra set of white jerseys for U8, U9 and U10 – no – pinnies will be used
 - Treasurers Report – Trevor
 - See attached reports –
 - Gaming grant – submitted in May - \$50,000 – no update from gaming yet it is still pending

- Council meeting on April 3 -- Discuss (turf pusher) -snow clearing policy (consider - level of service, staff responsibilities, liability, snow clearing policy) - **ACTION**: Trevor to talk to Jason and Louie about snow clearing – turf pusher is in process with the city – reviewing systems and indirect costs – looking at options – still waiting on city decision
 - new fields Silverdale field (needs light); include all groups to be able to use fields – to be discussed at a future council meeting

- Divisional U-11-18 (Boys/Girls Rep) - Angela and Dan
 - Angela (girls) – Sept. 10/11 – 1st weekend for games; coaches forum; 3 – U-12 G team – 2 -Div 2 (a + b) and Div. 3
 - Dan (boys) – extra team at U-16 age group – extra U-12 team Div. 3
 - U-11 – sorting out those teams

- Registrar – Angela Manno
 - Fall 2023
 - Boys – 336
 - Girls – 174
 - Tots – 42
 - Timbit – Boys - 58
 - Timbit - Girls - 25
 - **Total = 635**
 - Coaching discount for U5 and U6 – would we consider a 10% discount? Andrew Cobleigh – U7 and under no discount is applied
 - Streamlining uniform sizing and reporting process
 - What items need to be voted on before proceeding (financials, rules, policies and role changes) and what things can we go ahead and do without a vote? a) example – mass emails
 - b) website updates
 - Fall festival – City won't allow us to do this – no food trucks, very kid like games only allowed. Mini festivals – at the end of the season
 - Respect for Sport course – Graham is sending out list to coaches
 - Can we as a board start using our group calendars? Add things like when we are away or when there are tournaments, registration dates (opening and closing)? Is there another option? As the registrar it is helpful to know of additional tournaments that are planned in or out of house. It would save us all time if I didn't have to email and ask the busy Coordinators. – showed calendars to executives to use
 - Can we create some type of online doc with all our dates and important information listed? That way we all have the same info and can access it at any time to reference things. – Graham will send out schedules once he has them finalized
 - Waitlisted kids – Trevor will take them off and then will train Angela how to do it
 - E-transfers are automatically deposited in the bank but not direct to SpAppz

- Minis – Doug is managing Timbits – Dan and Angela covering the girls and boys U11 and up
 - Tots –
 - Mini -coordinator position – offer to Alex McGrory – interviewed – U-8-U-10
 - Doug to get laptop to Alex and set him up with SpAppz

- Tournament Director – Angela W.–

- Risk Management – Ryan -put in all head coaches/assistant coaches and managers – before Sept. 1
 - Will need Alex and Graham to do their CRC's

- Tots – get into Spappz
- Need to get added to CRC– Trevor will follow up as this should have already been completed
- Volunteer Coordinator – Cherish Forster –
 - Brief descriptions of each volunteer role completed – Cherish to connect with Lori to add to the website
 - Club Officer job descriptions – done with the exception of one that is waiting on edits – will provide a copy to secretary once complete.
 - Once season begins Cherish will send out emails to those that offered to volunteer and provide them with the description of that role and how the club reaches out for assistance
 - Club wide fundraiser (ie Pub night, opening night) – are we interested? Tabled
 - Photo night – dates (Oct 17 and 24th in 2022/volunteers 3 per night) – referees photo
- Technical Director’s Report - Graham
 - See attached email
 - Database of Team Coaches – excel spreadsheet – ACTION: Trevor to see if he can link to Spappz– has to be submitted twice a year to keep our licensing – in process and will be launched for fall/winter season
 - Respect in Sport – legal/ethical course and the club reimburses – a club license purchased drops our course to \$25 from \$30. ACTION: Trevor will give info and contact to Graham to see if he wants us to do this
 - Coach application – need to include code for Respect in Sport course and CRC link – refill coach application every year
 - U-8-U10 interlock with Ridge Meadows and Albion
 - Soccer program in Mission for children with disabilities – can’t offer this fall – to potentially offer in the future once we identify a lead – in the spring
 - Pacific Sport Fraser Valley – 5 free coach education courses (Sept. 17, 19, 21, 23 and 24th)– Doug emailed Aug. 14
- Adoption of prior meeting minutes
 - **Angela W. moves. Doug M. seconds. Carried.**
- Old Business
 - Scholarships (\$1000 each) – 3 available
Kennedy McKimmon, Dawson Foster, Isaac Kruger – 2023 grads
 - Monthly Meeting Times –
Meetings will be 4th week of the month:
 - September 22 at 6pm
 - Fall Timbit jerseys – ACTION – Doug to send 50-year logo to Timbits for fall jerseys – ordered – should get very soon
 - Mileage expenses – Trevor – created form – any comments? Policy to be drafted – TABLED
 - Mini-Coordinator – Update – Doug interviewed - Alex McGrory –Alex accepted role covering U8-U10 in the meantime; Doug to continue as head coach with the Timbits and Tots
 - Social Media campaign for 50th Anniversary – Cherish emailed April 3 – Carelle did research about when Mission sports park was built, turf field built – where would we find out who were the founders of the MSC? Count down starts Nov. 12 – 50 days to January 1st – Jan 1 – bench presentation for Stuart Coates at the Sports Park (city is doing this)
 - Men’s and Women’s team – update required

- to consider getting under the MSC umbrella uniforms and pay lights and fees through MSC – Dan is figuring out what is happening as the Women’s and Men’s Div 3 and 4 teams are talking about going on their own – confirmed and complete
- Discussion about jerseys/tops for 50th Anniversary – U8 and up gets a green home jersey and U-11 and up gets the white jersey as well
- Opening day – Sept. 9 – not doing anything on this date – looking at ? Spring instead for Anniversary

New Business

Date of next meeting – Sept 22 at 6pm

Adjournment

- b. **Motion** to adjourn by Angela M. and **seconded** by Doug M. at 9:23pm



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 REGULAR MEETING
 June 23, 2023
 Mission Regional Chamber of Commerce



Agenda

Attendance: Doug McKellan, Carelle McKellan, Trevor Elliot, Angela Walkey, Dan Hill, Angela Manno, David Broom, Cherish Forster, Jason Symons,

Absent: Caroline Dagleish

Regrets: April Balzer, Lori Bartsch, Ryan Coreau

- Call to order
 - 6:08 pm
- Motion to Adopt Agenda
 - **Dan moves. Angela M. seconds. Carried.**
- Club Officer Reports
 - Referees – Head Referee – David Broom
 - Discipline committee – 2 people – Monday or Tuesdays as needed to review disciplines that come in – he has chosen 4 or 5 people outside of the club that are available
 - Discipline – U-14 – parents verbal dispute –needs to do Respect in Sport and await committee decision - COMPLETE
 - Discipline U-18 away game – aggressive game – two girls jostling – (assistant coach to consider suspension until reviewed by league; player posting on social media and parent issue to be reviewed by discipline committee) - COMPLETE
 - U18 disciplinary incident – inappropriate verbal conduct after game – requesting apology to AR and apology to coach’s players – to take Respect in Sport course if not taken already – David to talk with the coach
 - entry level referee clinic – 4 people interested – weekend before fall season starts – we need 3-4 adults as well to do the course – none in classroom (still on online) – will be changing in January 2024 – sending e- mail to parents about course– 2nd weekend of August

- Received yellow jerseys - give them out for the beginning of the fall season.
 - Suspension – J.A. – has to sit out for the 1st game – on the record for the 1st game and is scratched off to complete suspension
 - Checking team sheets and ID's for games more strict in the fall
 - Email – distribution list to email referees
- Referee coordinator – April Balzer – nothing to report

Website/Communications – Lori –

- Web provider – Norton warning when edits done on phone – does edits to website on laptop
 - Website chosen – of the 3 – lowest cost by a 1/3 (\$600/year) – can't be too creative/not intuitive/getting a lot more emails/can't find topics – Trevor to connect Lori with website personnel so that she can make the necessary updates to make it more user friendly
 - 50th anniversary – when to launch the logo and news – do we want to add a 50th anniversary page to the website with some history about how the club has grown and aspirations?
 - a. Doug is working on a plan of 50 day countdown – November 12 – Shawn (From White Rock – 1st TD); David Shankland; Rick Erickson, Kevin MacKillop and now Graham Thompson
 - New turf in Mission? Any update about this? No – nothing in the 5 year plan – (Soccer/football/lacrosse – growth – go as a group to the council to push the issue)
 - Newsletter – player or coach or referees spotlight – post to website and social media - fall
 - Communications to parents – Quality control – get someone else to proofread before sending out to avoid typos and missing information – big messages are proofed.
- Fields – Caroline and Trevor –
 - Spring – U15 – requested one ½ of the field 9 – challenging to accommodate -
 - Fall - **need to state to older teams U-15 and older have the 8:30-9:30**
 - rest of teams to 1 hour
 - U-12 and under 1 practice a week; U-13 and over 2 practices/week.
 - Div 1 or 2 – two practices – one as 1 hour; one as 1 hour 15 minutes - breaks 5 minutes for older team

Caroline to send an email to board re: schedule

- Trevor – field user meeting – June 13 – update – replace our containers if we want to
 - Needs to be vented (16") – getting quote to vent; Hatzic fieldhouse is no longer a storage facility; Sept. 16 – lose ATF (Sat/Sun); lighting controller – back to original controller; practice time/game time - same times; school fields for summer for 2023 need to know by end June 30 (Trevor to send email to coaches); tournament bids (insurance, special application, beer gardens, etc – must be done 45 days in advance)
- Equipment Report – Jason – new jerseys – numbers for the fall –
 - Women's and Men's – Dan to reach out to Men's team
 - Equipment return for wrap up festival – June 24th – timbits/mini wrap up
 - Trevor motions that we give 2 coaches jerseys per team from U8-U-18, staff coaches and board members plus an additional 25 for sale. Dan Seconds - 1 abstained - Carried
- Treasurers Report – Trevor
 - See attached reports – spring equipment \$28,000; registration is currently at 38% for fall; credit card fees covered by adding to registration fees
 - Gaming grant – submitted in May - \$50,000
- Council meeting on April 3 -- Discuss (turf pusher) -snow clearing policy (consider - level of

service, staff responsibilities, liability, snow clearing policy) - **ACTION**: Trevor to talk to Jason and Louie about snow clearing – turf pusher is in process with the city – reviewing systems and indirect costs – looking at options

- new fields Silverdale field (needs light); include all groups to be able to use fields – to be discussed at a future council meeting
 - template for an Organizational chart – for the executive to review at meeting – to email out to board
 - Volunteer - \$100 – get back if you volunteer – for future consideration
 - Deposit for coaches gear – for future consideration
- Divisional U-11-18 (Boys/Girls Rep) - Angela and Dan
Angela (girls) – Sept. 10/11 – 1st weekend for games; coaches forum; coaches swag
Dan (boys) – registrations coming along
- Registrar – Angela Manno
 - Fall 2023
 - Boys – 138
 - Girls – 105
 - Tots –11
 - Timbit – Boys - 16
 - Timbit - Girls - 7
 - Total = 277
 - Registration for Fall is open
 - Picture expires every year; parents to accept the refund policy; submit jersey sizing; sign parent and player code of conduct; and cancellation policy added to registration
- Minis – Doug is managing Tots/Timbits – Dan and Angela covering the girls and boys U8 and up
 - Tots – last session June 14
 - Mini’s wrap up weekend June 24/25 – timbits/pizza, juice box
 - Mini -coordinator position – offer to Alex McRory – to interview
 - Autism spectrum child – play U7 again for this fall instead of U8
- Tournament Director – Angela W.–
 - Risk Management – Ryan - nothing to report
 - Volunteer Coordinator – Cherish Forster –
 - Brief descriptions of each volunteer role that could be posted, maybe on the website – to do write up and then board to review – submitted and review received
 - To do up the Club Officer job descriptions – Carelle sent the Club Executive job descriptions to Cherish – to put it on the website
 - Club wide fundraiser (ie Pub night, opening night) – are we interested?
- Technical Director’s Report - Kevin
 - See attached email with all the report –
 - Database of Team Coaches – excel spreadsheet – **ACTION**: Trevor to see if he can link to Spappz– has to be submitted twice a year to keep our licensing – in process and will be launched for fall/winter season
 - Respect in Sport – legal/ethical course and the club reimburses – a club license purchased drops our course to \$25 from \$30. **ACTION**: Trevor is in process with getting this purchased
 - Coach application – need to include code for Respect in Sport course and CRC link – refill coach application every year

- Adoption of prior meeting minutes
 - **Trevor moves. Angela W. seconds. Carried.**
- **Old Business**
 - Scholarships (\$1000 each) – 3 available
 - Noah Falk (Boys), Logan McComish (Referee) –
Update: Logan McComish has requested his scholarship - Complete
 - Monthly Meeting Times –
Meetings will be 4th week of the month:
 - a. Aug 18 at 6pm
 - Fall Timbit jerseys – **ACTION** – Doug to send 50-year logo to Timbits for fall jerseys – need to change size T5, 6, 7, YS as kids are bigger than sizes being sent – sent emails with no reply
 - Program Offerings – looking at if we can get the field for fall U-8 to U-10 on Fridays with the Developmental training – free training like we had before – would there be good interest? TABLED til new TD
 - Mileage expenses – Trevor – created form – any comments? Policy to be drafted – in process
 - Job Descriptions – ACTION: Doug to give job descriptions for the Executive – emailed to executive May 20 – given to Cherish to complete the club officers job descriptions.
 - 2023 Scholarship applications reviewed and chosen – Kennedy McKimmon, Dawson Foster, Isaac Kruger
 - ii. notification to MSS and they will provide a letter on how to claim the scholarship –
Carelle sent - COMPLETE
 - TD contract and meeting with coordinators
 - Discipline update for Fall and Winter – Tabled to next meeting – **ACTION**: need report from David Broom - COMPLETE
 - Mini-Coordinator – Doug drafted job description (Apr. 10) - Alex McRory - any others interested – need to meet Alex first and offer to come to a board meeting – to potentially cover U4-U7
 - Community Challenge Try It Session – Sunday June 4 – 40 people came through the MSC soccer station – registration choose from draw
 - Social Media campaign for 50th Anniversary – Cherish emailed April 3 – Carelle did research about when Mission sports park was built, turf field built – where would we find out who were the founders of the MSC?
 - MSC Soccer camp – July 10-14 – deferred for this year
 - Bar Burrito – looking into sponsors – Trevor left many messages and popped in a couple times to talk with owners but no response
 - Men’s and Women’s team – to consider getting under the MSC umbrella uniforms and pay lights and fees through MSC – Dan is figuring out what is happening as the Women’s and Men’s Div 3 and 4 teams are talking about going on their own

New Business

- FVYSA and our New Club Rep (Tom) -
- Discussion about jerseys/tops for coaches for 50th Anniversary – see motion under Equipment report
- Opening day – Sept. 9 – Angela W motions to start an opening day committee - Trevor seconds - Carried

Date of next meeting – Aug 18 at 6pm

Adjournment

Motion to adjourn by Trevor and **seconded** by Angela M. at 9:27 pm