

MISSION SOCCER CLUB

P.O. BOX 3164 MISSION, B.C. V2V 4J4

www.missionsoccerclub.com

REGULAR MEETING
September 29, 2023
Mission Regional Chamber of Commerce



Minutes

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

Regrets: Caroline Dalgleish, Trevor Elliot

- Call to order
 - 6:09 pm
- Motion to Adopt Agenda
 - Dan moves. Alex 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 this weekend
 - 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
 - We have 14 new referees added to our group this season (most have had a game so far) and have lost two from last year.
 - I am starting to connect with neighbouring clubs / leagues to attempt to provide our more experienced officials opportunities at higher divisions (Div 1 / Metro / Adult).
 - Coach (Jason A) suspension is now considered served in full.
 - I am now starting a new process of communicating with the referees as a group.
 - Referees will be focussing on starting games on time, controlling sidelines (club linesmen).
 - Also, really want to thank Graham for proper mini & small-sided field lines.

Discussion / Voting items:

- Change of Procedure going forward with new referees: reimbursement? Uniform?
 - Huge sense of entitlement for games/div/times that they want to ref and getting their ierseys
 - Put a subsidy towards to the jersey in the future offer at cost for 2nd jersey
- Refresher course: reimbursement?
 - Pay for refresher in the future for returning referees
 - Recommending not to pay for the course in the future for new referees
- Issues around communication with league?

- Need to talk to the discipline committee but can't as has to go through Tom need to get direct answers from the league
- Tom has to be present to for all disciplinary meetings if David is not allowed to be at the meeting?
- David will email Tom to ask
- No handwriting on the league sheets for U13 and up
- To print sheets by Friday liability if someone doesn't have an ID card
- Trevor Pay for referees will be on what day? Cut off last day of the month. Pay will be on or before the 10th on each month for referees and all staff coaches
- 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
 - Most of our new refs have a few games under their belt.
 - I'd like to get the schedule out on Wednesday's -this gives me a few days to get confirmations in.
 - Games are scheduled on stats this fall- Truth and Reconciliation Day as well as Remembrance Day. Seems some are away this weekend and there's not as many refs available. Just wondering if I'll face the same issue on the Remembrance Day weekend?

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
 - i. Steve talked with Jason Horton \$3700 bench dedicated to Stuart Coates presented in January tree will go in July
 - ii. Bernie Harley 1st coach said club started mid to late July 50 years ago
 - iii. Dave club historian on the website section where people can send in stories/photos
 - iv. Limited edition sweatshirts released in January
 - v. Weekly update for the paper for the 50 years
 - vi. Working with businesses to give stuff to membership i.e. movie nights as an example
- Newsletter player or coach or referee spotlight post to website and social media fall
- Concession hours? Angela W. will confirm with city/baseball if the concession will be open and how it will work this season
- Caroline Possible to post practice schedule on the website? Posted on website
- Fields open on Oct. 2 and closed 9th post to social media? Oct 2 will be open Lori to post
- Potential for offering teams a platform to manage schedules like Team Snap next season look into it pay at registration Doug to get quote for club cost
- Fields Caroline and Graham –

Caroline

- practice scheduling light codes (previous) 28579; Jennifer's new code 28574
- Controller for Fields 7 and 8 is now fixed, any issues please have coaches/managers reach out to Jenn Tass
- ATF clumping issue cooling down so there shouldn't be an issue with clumping
- Wet weather is coming so prepare for field closures and moving teams to ATF as much

as possible

- Forming a committee for a turf field discussion lights at Heritage Middle School Graham –game scheduling posted on the website
- Equipment Report Jason
 - Nets new nets on everything were put on Sept. 4 thanks to 25 volunteers(!)
 - Uniforms
 - Goal Keeper jerseys next week
 - Oct. 15 should be getting the 2nd kits
- Treasurers Report Trevor
 - See attached reports -
 - Gaming grant submitted \$50,000 grant proposal in May we received \$25,000 Oct. 17
 - 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
 - Have the refunds been issued? Not all of them working through them
 - Graham's question about staffing and pay
 - Is Development Program coaching pay independent of staff coaching budget? Yes, Trevor replied applied independently to be self-sufficient
 - Can the Development program pay for its coaching through the registration fee income? Yes, Trevor believes this is fine as long as its on the TD invoices
 - Can the Development Program pay for the GK Development program coaches? Yes, Trevor believes this is fine as long as its on the TD invoices
 - Staff coaching budget projected to be \$2605 over. Trevor replied I'm aware of this due to the winter/spring budget being blown, we can afford the overage.
 - a. We can increase budget Trevor says no need to increase budget, we will just show deficit on the reports
 - b. We can reduce amount of staff coaches that are on the field in November Trevor says no need to reduce staffing, keep programs consistent and staffed.
- Divisional U-11-18 (Boys/Girls Rep) Angela and Dan
 Angela (girls) complications with roster at BCSPL Dan (boys) late registrations need to send with Date of birth for getting ID # Chris has changed team name to Mustangs; sort out late registrants; David recommended good idea wifi printer left at the sports park \$150 (Trevor said that we can afford this, however, he worries about abuse of the printer and where we would store it to allow access for the coaches)
- Registrar Angela Manno
 - Fall 2023
 - Boys 411
 - Girls 189
 - Tots 52
 - Timbit Boys -86
 - Timbit Girls 30
 - Total 768 -Sept. 27 (previously 635 at end of Aug)
 - o Respect for Sport course Graham is sending out list to coaches
 - Waitlisted kids Trevor has trained Angela on how to do it no issues with the financial side of things as per Trevor.
 - Fall Registration Proposed registration cut offs

- o Opens May 1
- Early discount until June 30
- Soft close August 15 (U-8-U-18 waitlist and \$25 late fee all ages)
- U-8 U-18 hard close Sept. 1
- U-4-U-7 hard close Sept. 30
- Decided that we would leave the U4 and U5 teams open and girls mini teams as low # of registrants – rest closed
- Minis Doug Timbits and Tots Timbits has only space for 4 kids; Tots lots of room Alex – U-8-U-10 – full on boys side but girls teams still have space
- Tournament Director Angela W.–
- Risk Management Ryan -put in all head coaches/assistant coaches and managers before Sept. 1
 - Graham done his CRC's -
 - CRC requests have gone out to all coaches entered in Spappz emailed coaches
 - Collecting paper copy's
 - Have not received any electronic copies back from government site -sent in updated club contact information in early September to include Ryan as a contact – Doug filled out form and got Trevor to sign it to be an authorized signer – Doug is now primary contact and Ryan is secondary
 - Tots have the coaches been entered into Spappz Doug sent out link to coaches
 - Need to get added to CRC- Trevor added Ryan again as per his email
- Volunteer Coordinator Cherish Forster
 - Brief descriptions of each volunteer role completed Cherish sent Lori to add to the website so
 that those interested in volunteering know what positions are available and what they can
 expect complete
 - Creating the fall/winter volunteer database and beginning to reach out to let volunteers know what the position entails
 - Club Officer job descriptions done with the exception of one that is waiting on edits will provide a copy to secretary once complete complete
 - Photo night dates (Oct 16 and 17th volunteers 3 per night)
 - referees photo Carelle to email David Broom done
- Technical Director's Report Graham
 - See attached reports
 - 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 - Trevor says that as long as all coaches are inputted then Trevor can request a custom report in the exact format that we need
 - Respect in Sport legal/ethical course and the club reimburses a club license purchased drops our course to \$25 from \$30. ACTION: Trevor does Graham want this? Or are we doing it another way?
 - Coach application need to include code for Respect in Sport course and CRC link refill coach application every year
 - 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
 - Can the club cover the cost of refs for teams with no-games or bye when other teams or leagues are scheduled to play? Yes – if they have a BYE – then they find a team to play against

- FV ACE U8-U10 Festival 33 games for the U8/U9 and 18 games for the U-10 (Chilliwack 9:30-2:15pm – 6 games/turf field) \$30/hour - Angela W. to look into grant for grassroot festivals
- One more set of mini-goals Trevor \$1650 can we afford this?
- color of the corner flags and the color of the mesh on goals to dye the nylon nets
- wooden dowels to make more corner flags
- Move the frames from Hatzic Middle and nets from Ritter's house; see if the C-can nets are salvageable
- 4 benches to host 6 games cost?
- 9 tents need to get 2-3 more cost?
- ball bag with a strap cost?
- cones
- pinnies
- pump
- GK jerseys
- white board
- medical kit
- For all requested field equipment and coaches kit above—Trevor replied "In order to evaluate what we can afford he will need a detailed breakdown of all the costs for each of the items. This applies to both the requested field equipment as well as the coach's kit. If we are to provide all new coaches kits, Trevor feels that a deposit is required and a better system of tracking who has what in order to not have to replace all the kits every year."
- Adoption of prior meeting minutes
 - Dan moves. Angela W. seconds. Carried.

Old Business

• Scholarships (\$1000 each) – 3 available

Kennedy McKimmon, Dawson Foster, Isaac Kruger – 2023 grads

- o University withdrawal date Oct.4 to submit transcript and proof of enrollment
- Monthly Meeting Times –

Meetings will be 4th week of the month:

- a. October 27 at 6pm
- Fall Timbit jerseys –received and distributed
- 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)

New Business

- Discipline letter given to coach Aug. 29 accepted letter probation for rest of season
- Christmas party Angela W. 93 coaches U8-U18 - we need to know what could be afforded Trevor emailed \$6000 food and \$3000 budgeted for gifts
- Christmas parade Saturday Dec. 2 6pm \$10 registration fee by Nov. 17 (however any business or organization that submitted a paid registration for the 2022 parade will receive FREE registration for the 2023 parade) do we want to participate? Cherish sent out email to the club we have a truck and trailer, generator and large amp to put music through.

- ID Cards Tom asked if instructions have been given to coaches on how to do photos to be uploaded no handwriting on the league sheets for U13 and up
- Carmella she can continue to practice with the U-9 team but not participate in the games and if she
 wants to play up on the U-11 girls and Dad could be there as a support Graham to discuss with the
 parents complete
- Norton virus protection renewal Trevor still to complete
- Photo night Memory mates have previously been \$3.75 each Carelle motioned: That we would increase to \$4.25/memory mate to be on par with other sports organizations. Doug seconded. Approved
- Names of teams so many "United" teams how can we avoid this in the future? Last name of the coach add? Year they were born?
- Code of Conduct if not followed by parents/players what would the repercussions be club level consequences TABLED til October
- Complaint from parent of not getting full refund \$25 fee (BC Soccer), inquiry why was child removed and another child added – check with coordinator first before saying confirmed that someone is on a team
- FV Alliance Dan cost and financial support can be asked from KidSport
- Anniversary logo merchandising/launch Jan 1 etc Doug see website section
- BCCSL feedback on 2024-25 season start required by Oct. 13 one response per club
 - o 3 options:
 - 1) All metro, Div 1, Div 2, Div 3 -Sept 7'24 start <sent to Tom>
 - 2) Metro, Div 1, Div 2 Start Sept 7; Div 3 Start Sept 14
 - 3) All Metro, Div 1, Div 2, Div 3 Sept. 14 start
- Club kit for coaches Doug ordering once coaches respond
- Club sponsors for jerseys for 2024-25 season Doug (resulted from contact made at Kids Sport Golf Tournament on Sept. 8)
- BC Soccer AGM Nov. 4 delegate to go? Proxy was decided

Date of next meeting – Oct 27 at 6pm

Adjournment

b. Motion to adjourn by Angela M. and seconded by Dan H. at 10:17 pm



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REGULAR MEETING
August 17, 2023
Mission Regional Chamber of Commerce



Minutes

Attendance: Doug McKellan, Carelle McKellan, Angela Walkey, Dan Hill, Angela Manno, David Broom, Cherish Forster, Jason Symons, Caroline Dalgleish, 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
 - o 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. $10/11 - 1^{st}$ 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
- o Waitlisted kids Trevor will take them off and then will train Angela how to do it
- o 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:

- a. 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

c. Motion to adjourn by Angela M. and seconded by Doug M. at 9:23pm